**棉花研究所毕业生离校清单**

**Checklist for Foreign Graduated Student in CRI**

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| --- | --- | --- | --- |
| **姓名**  **Name** |  | **性别**  **Gender** |  |
| **学籍所在高校**  **University** |  | **专业**  **Major** |  |
| **导师**  **Supervisor** |  | **联系电话**  **Phone number** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **部门**  **Department** | **办公地点**  **Office location** | **办理内容**  **Processing Contents** | **经办人**  **Signature** |
| 公共实验室  public laboratory | 科研楼107  Research Building 107 | 归还公共实验室所借物品、清理实验材料、试剂和实验台等  Return of laboratory items, cleaning of stored items, etc. | 日期： |
| 图书馆  Library | 科研楼610  Research Building 610 | 归还所借图书  Returning borrowed books. | 日期： |
| 课题组  Research group | 研究生所在课题  Research group | 实验记录本、实验材料等相关实验物品交接  Handover of related experimental items such as experimental records, experimental materials and so on. | 日期： |
| 学生宿舍  Student dormitory | 学生宿舍一楼  First floor of student dormitory | □宿舍费Dormitory rent  □水电费Charges for water and electricity  □钥匙Dormitory keys  □宿舍卫生Dormitory hygiene | 日期： |
| 科技管理处  Science and Technology Administration | 科研楼305  Research Building 305 | 交离校清单  Hand in the checklist. | 日期： |
| 备注  Note |  | | |

**注意：**

在所外租房、留所工作、考上本所博士的毕业生，无须填写住宿信息，备注中说明所在课题及导师即可。

**Note:**

Graduates who rent room outside the Institute , stay institute for working or pass the examination for doctor's degree no need to fill in the accommodation information, just specify your research group and supervisor in the note.