**学院（公章）辅导员值班名单**

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| **值班时间** | **值班地点** | **值班人员** | **手机号码** | **备 注** |
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**上报人： 联系电话：\_\_\_\_\_\_\_\_\_\_\_\_\_**

注：

本表一式四份，加盖教学学院公章后于**每周四前**将下周值班人员安排（本表）上报学生处行政楼B101办公室。