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| **校內因公無法參加全校性會議證明** | | | | | | |
| **處 室 別：** |  | | | | | |
| **姓　　名：** |  | | | | | |
| **日　　期：** |  | **年** |  | **月** |  | **日** |
| **會議名稱：** | **行政會議** | | | **校務會議** | | |
| **無法參加會議理由：** |  | | | | | |
| **單位主管核章：** |  | | | | | |
| **【單位留存】** | | | | | | |

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| **無法參加會議理由：** |  | | | | | |
| **單位主管核章：** |  | | | | | |
| **【文書組留存】** | | | | | | |