附件4：

2022届全日制本科毕业生档案留校保管申请汇总表

学院（部）：（公章） 辅导员签字： 负责人签字： 填报日期：

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| 毕业生信息 | | | | | | 档案转递信息 | | | |
| 序号 | 专业 | 姓名 | 学号 | 身份证号码 | 联系电话 | 接收人 | 接收人电话 | 接收单位 | 接收地址和邮编 |
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