**臺南市關廟區五甲國民小學戶外教育申請表**

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| 辦理型式：■學年 □班群 □班級 □社團 | | | | | | | | | | | | | | | | | 參加對象 | | | | |  | | | | | | | | | | |
| 一、活動流程地點 | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 二、出發時間地點 | | | | | 民國 年 月 日 時 分 【集合地點：五甲國小】 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 三、預定返回時間 | | | | | 民國 年 月 日 時 分 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 四、交通方式 | | | | | □步行 ■遊覽車（車輛數： 輛 ） □其他（ ） | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 五、旅遊平安保險 | | | | | 每人保費： 0 元 | | | | | | | | | | | 保額：（意外險： 0 萬元、醫療險： 0 萬元） | | | | | | | | | | | | | | | | |
| 六、各班領隊教師及參加人數： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 班  別 | 帶隊教師姓名 | | | | | 參加人數 | | | | | | | | | | 班  別 | | 帶隊教師姓名 | | | | | 參加人數 | | | | | | | | | |
| 學生 | | 家長 | | | 老師 | | | 合計 | | 學生 | | | 家長 | | | 老師 | | | 合計 |
| 1 |  | | | | |  | |  | | |  | | |  | | 5 | |  | | | | |  | | |  | | |  | | |  |
| 2 |  | | | | |  | |  | | |  | | |  | | 6 | |  | | | | |  | | |  | | |  | | |  |
| 3 |  | | | | |  | |  | | |  | | |  | | 7 | |  | | | | |  | | |  | | |  | | |  |
| 4 |  | | | | |  | |  | | |  | | |  | | 8 | |  | | | | |  | | |  | | |  | | |  |
| 合計人數：【 】人 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 七、校外教學職務分配表： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 領隊 | | | 路線查核 | | | | | | 學習單設計 | | | | | | 生活管理 | | | | | | 保險名單彙整 | | | | 經費收支 | | | | | 救護 | | |
|  | | |  | | | | | |  | | | | | |  | | | | | |  | | | |  | | | | |  | | |
| 八、經費概算表： | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 收 入 | | | | | | | | | | | | | | | | 支 出 | | | | | | | | | | | | | | | | |
| 項次 | | 項目 | | | | | 單價 | | | 數量 | | | 總價 | | | 項次 | | | 項目 | | | | | 單價 | | | | 數量 | | | 總價 | |
| 1 | |  | | | | |  | | |  | | |  | | | 1 | | |  | | | | |  | | | |  | | |  | |
| 2 | |  | | | | |  | | |  | | |  | | | 2 | | |  | | | | |  | | | |  | | |  | |
| 3 | |  | | | | |  | | |  | | |  | | | 3 | | |  | | | | |  | | | |  | | |  | |
| 4 | |  | | | | |  | | |  | | |  | | | 4 | | |  | | | | |  | | | |  | | |  | |
| 5 | |  | | | | |  | | |  | | |  | | | 5 | | |  | | | | |  | | | |  | | |  | |
| 6 | |  | | | | |  | | |  | | |  | | | 6 | | |  | | | | |  | | | |  | | |  | |
| 合計收入金額： | | | | | | | | | | | | | | | | 合計支出金額： | | | | | | | | | | | | | | | | |
| 九、是否提出經費預借：□是（填寫預借表）【出納組】 ■否 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 十、審查【請承辦老師會簽各處室核章，經校長核可後實施，本表由生教組存查】 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ①申請人 | | | | ②生教組長 | | | | | | | | ③學務主任 | | | | | | | | ④教務主任 | | | | | | | ⑤午餐 | | | | | |
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| ⑥出納組 | | | | ⑦事務組 | | | | | | | | ⑧總務主任 | | | | | | | | ⑨會計室主任 | | | | | | | ⑩校長 | | | | | |
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