**Отчет о выполнении почасовой нагрузки**

**Дата составления** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

на основании приказа «О почасовой оплате педагогической работы»

от «\_\_\_\_»\_\_\_\_\_20\_\_\_\_г. №\_\_\_\_\_\_\_\_

ФИО преподавателя \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Учёное звание и степень \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Кафедра \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Факультет \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

за период с \_\_\_\_\_\_\_\_\_\_\_\_\_ по \_\_\_\_\_\_\_\_\_\_\_\_\_\_ проведено занятий:

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| --- | --- | --- | --- | --- |
| № п/п | Дата | Виды занятий (дисциплина) | Группа | Коли­чество часов |
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|  | **Итого** |  |

Ставка (руб. / час) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Итого на сумму: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Педагогический работник** |  |  |  |  | **Проректор по УР** |  |  |  |  |  |
|  | / | И.О. Фамилия |  | / |  |  |  |  |  | / | Я.Ю. Григорьев | / |  |
| подпись |  | расшифровка подписи |  |  |  |  |  |  | подпись |  | расшифровка подписи |  |  |

**Выполнение подтверждаю**

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| **Заведующий кафедрой** |  |  |  |  |  |  |  | **Начальник УМУ** |  |  |  |  |  |
|  | / | И.О. Фамилия | / |  |  |  |  |  |  | / | И.О. Фамилия | / |  |
| подпись |  | расшифровка подписи |  |  |  |  |  |  | подпись |  | расшифровка подписи |  |  |