

**深圳代表处课室预订信息收集表**

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| **预订人** | **课程/活动名称** | **课室名称** | **使用时段** | **教授/演讲嘉宾名称** | **是否需要**  **教授室** | **是否需要**  **讨论区** | **是否需要**  **安排考场** | **备注** |
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*预订日期*