**INSTITUTO TECNOLÓGICO SUPERIOR DE HUICHAPAN**

**DEPARTAMENTO DE VINCULACIÓN**

Actividad: \_\_\_\_\_\_\_\_\_\_\_\_\_\_(1)\_\_\_\_\_\_\_\_\_\_\_\_ Periodo: \_\_\_\_\_\_\_\_\_\_\_\_(2)\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Docente: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(3)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **No.**  **(4)** | **NOMBRE DEL ALUMNO (A)**  **(5)** | **MATRICULA**  **(6)** | **CARRERA**  **(7)** | **ASISTENCIAS (8)** | | | | | | | | | | | | | | | | | | | | | | | | | | | **OBSERVACIONES**  **(9)** |
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Huichapan, HGO. a \_\_\_ de \_\_\_\_\_(10)\_\_\_\_\_\_\_ del \_\_\_\_ .

FIRMA DEL DOCENTE: \_\_\_\_\_\_\_\_\_\_\_\_\_(11)\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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|  | **Elaboró** | **Autorió** |
| Puesto | Jefa de Departamento de Vinculación | Subdirector de Vinculación |
| Fecha | 12 de diciembre de 2023 | 12 de diciembre de 2023 |
| Nombre y Firma | L.C.C. Pamela García Contreras | L.C.C. F. Uriel Camacho Aranda |

**INSTRUCTIVO DE LLENADO**

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| **Número** | **Descripción** |
| 1 | Anotar el nombre completo de la actividad extraescolar |
| 2 | Anotar el periodo escolar al que corresponde la actividad |
| 3 | Anotar el nombre completo de la persona encargada de brindar la actividad extraescolar |
| 4 | Anotar el número consecutivo que corresponda |
| 5 | Anotar el nombre de alumno |
| 6 | Anotar la matricula del alumno |
| 7 | Anotar la carrera del alumno |
| 8 | Anotar la fecha y asistencia del alumno durante el mes |
| 9 | Anotar las observaciones que se tengan durante el mes |
| 10 | Anotar la fecha de entrega de la lista |
| 11 | Firma del docente |