

Educational Document Request Form

Date..... Month..... Year.....

☐ Undergraduate ☐ Postgraduate ☐ Regular class ☐ Evening class

First Name-Surname..... Student ID number.....

(Write your name in capital letter with elaborate handwriting)

Faculty Program.....

Date of Birth Province of Birth

Level of Previous Education ☐ High School Certificate ☐ Vocational Certificate ☐ High Vocational Certificate
 ☐ Undergraduate ☐ Postgraduate ☐ Other (Please specify).....

Contact Telephone Number.....

Educational Status

- 1) Current Students ☐ Do not complete all the academic requirements
 ☐ Complete all the academic requirements but waiting for an approval from the University Council
 ☐ Officially graduated with an approval from the University Council
- 2) Alumni ☐ Not Graduated ☐ Graduated

I would like to request for the following educational documents

Document names	Number of copies	
	Thai language	English language
Student Status Verification Letter copies copies
Other Verification Letters..... copies copies
Course work / Letter of Certification of Coursework Completion (only for Master's Degree) Letter of Graduation (One 2-inch color photo in graduation gown) copies copies
TRANSCRIPT / (Minor Program of Study (if any))..... copies copies

Sign.....Student

For Finance and Investment officer	For Registrar officer
Fee has been paid by the students	The student has completed all the academic requirements
According to the receipt book no..... Order No.	Semester..... Academic year..... GPA.....
With total amount of Baht	SignRegistrar Offices
Sign.....Payee	<input type="checkbox"/> Not yet completed
Date.....	Semester..... Academic year.....GPA.....
	Sign.....Registrar Offices
	I have already received the document
	Sign.....Student Date.....