

Academic Record/Document Request Form

Date.....

Name (Mr./Mrs./Miss) Student ID.....

Course..... Major..... Year.....

College..... Phone Number.....

I would like to request for academic records/documents as follow:

For Current Student

☐ A Certificate of student status
Copy..... Baht

☐ Thai..... (Copy/copies)
☐ English.....(Copy/copies)

☐ Incomplete Transcript
Copy..... Baht

☐ Thai..... (Copy/copies)
☐ English.....(Copy/copies)

☐ Complete Transcript (For Graduate)
Copy..... Baht

☐ Thai..... (Copy/copies)
☐ English.....(Copy/copies)

☐ The Certificate of Program Completion
Copy..... Baht

☐ Thai..... (Copy/copies)
☐ English.....(Copy/copies)

☐ Duplicate Certificate..... (Copy/copies)
Copy..... Baht

Signature.....
(.....)

Student

1. Program Chair's Comment Signature..... (.....)/...../.....	2. For The Registration Officer Signature..... (.....) Registration Officer/...../.....
3. For financial Department (Receipt No.)..... Signature..... (.....) Financial Officer/...../.....	