



Transcript Request (Alumni)

Subject Transcript Request

Student ID No.

To Registrar

Phone No.

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

Faculty..... Department/Field of Study.....

Student Level ☐ Undergraduate ☐ Graduate ☐ Diploma Student Type ☐ Regular ☐ Special/Irregular

1. Type(s) of Transcript Requested	
Pre-Graduate (50 THB per Copy) <input type="checkbox"/> ThaiCopies <input type="checkbox"/> EnglishCopies	Post-Graduate (100 THB per Copy) <input type="checkbox"/> ThaiCopies <input type="checkbox"/> EnglishCopies
2. Finance and Property Department	3. Registrar
Fee(s) paid forcopies for.....THB; Receipt Book.....No..... (Signature) Finance Officer Date (DD/MM/YYYY)/...../.....	Signed (Signature) Registrar

Procedure Steps

Fill in all the information → Pay fees at the finance and property department → Submit form at the registrar



**Request for Replacement form of Qualitfcation Certificate/
English Qualification Certificate**

Subject Request for Replacement form of Qualitfcation
Certificate/English Qualification Certificate

Student ID No.

Phone No.

To President of the University

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

Faculty..... Department/Field of Study.....

Student Level ☐ Undergraduate ☐ Graduate ☐ Diploma

Student Type ☐ Regular ☐ Special/Irregular

Form(s) requested

- ☐ Replacement form of Qualification Certificatecopies (200 THB per copy)
☐ English Qualification Certificatecopies (200 THB per copy)

1. Finance and Property Department	2. ความเห็นนายทะเบียน
<p>Fee(s) paid for</p> <p><input type="checkbox"/> Replacement form of Qualification Certificate copies (200 THB per copy)</p> <p><input type="checkbox"/> English Qualification Certificate copies (200 THB per copy)</p> <p>Receipt Book No. No.</p> <p>Signature..... Finance Officer Date (DD/MM/YYYY)/...../.....</p>	<p>For Consideration and Signage</p> <p>Signature..... Registrar Date (DD/MM/YYYY)/...../.....</p>
3. Relevant Authority	
<p><input type="checkbox"/> Approved/Signed</p> <p style="text-align: center;">Signature</p> <p style="text-align: center;">(Associate Professor Dr. Natthaphong Jitnirat)</p> <p style="text-align: center;">President of the University</p> <p style="text-align: center;">Date (DD/MM/YYYY)/...../.....</p>	