



## Educational Document Request Form

Dhurakij Pundit University

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)	..... copies	..... copies
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	Sign .....Registrar 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.....