



Request Form for Changing Personal Information in the Student Record

I, (Mr./ Mrs./ Miss) _____ Student ID _____

Academic system ☐ Trimester ☐ Semester-International ☐ Trimester-International

Level of study ☐ Diploma ☐ Bachelor's Degree ☐ Postgraduate Studies Majoring in _____

School of _____ would like to CHANGE my personal information in the student record as follows ;

<input type="checkbox"/> Name – Surname Please attach the <u>certified copy</u> of the Certificate of Change of Name-Surname Change my First name <input type="checkbox"/> in Thai Specify _____ (Proper handwriting) <input type="checkbox"/> in English Specify _____ (Uppercase) Change my Surname <input type="checkbox"/> in Thai Specify _____ (Proper handwriting) <input type="checkbox"/> in English Specify _____ (Uppercase)
<input type="checkbox"/> Change my guardian's address Please attach the <u>certified copy</u> of your guardian's Household Registration Reason for change _____ Guardian's Tel. _____ New address _____
<input type="checkbox"/> Change my address (as recorded in the Civil Registration) Please attach the <u>certified copy</u> of your Household Registration. New address _____
<input type="checkbox"/> Change my address (convenient contact address) New address _____
<input type="checkbox"/> Others changes Please attach related documents and certify the copies Matter of change _____ Previous info. _____ New info. _____

Student's signature _____
(_____)

Date _____

In case of any inquiries about this request, I can be contacted at Tel. _____

Educational Services Officer
_____ _____ Signature _____ (_____) Date of Record _____