



An Application Form for a Transcript

Office of Academic Promotion and Registration

Valaya Alongkorn Rajabhat University under the Royal Patronage

DayMonth.....Year.....

Subject: Transcript
To: Dean

Attachment : ๑) A copy of transcript in Thai (for students who ask for a transcript in English)
 ๒) Two one-inch photos for each transcript

MISS MRS. MR (.....)

Please write neatly. (Thai) Use full military rank

I am Mr, Miss, Mrs.....Student I.D.....

Date of Birth: day.....month.....year..... full-time, part-time Saturday-Sunday Monday-Friday
 at VRU main campus Bangkok campus Srakaew campus
 in the undergraduate degree ofyears, program.....,
 major....., field.....,
 faculty.....telephone number.....E-mail.....

I would like to apply for a transcript in Thai English

Sincerely yours,

.....Student
 (.....)
/...../.....

For official

Office of registration	Office of Finance	Student
To: Head of the office Receive.....hoursby official Official in the office Academic Promotion and Registration/..... /.....	Already paid Official in the office of Finance	Student signs when receives. Receive.....hours student

Steps in Asking for a Transcript

