



An Application Form for Changing Details in Documents Office of Academic Promotion and Registration Valaya Alongkorn Rajabhat University under the Royal Patronage

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

Subject: Changing Details in Documents
To: President
Attachment : 1) A Copy of document issued by a government sector

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 ask for a change in some details in my official document in order that all details are correct and up- to-date. They are : rank, title, name, surname, which is currently used, to be changed into

(for name and surname , please write in English bold type.).

Sincerely yours,

.....Student

(.....)

...../...../.....

For officials concerned

Advisor	Result of examination		
	Official in the Office of Academic Promotion and Registration	Office of Finance	President's order
Signature.....	A student changes <input type="checkbox"/> rank <input type="checkbox"/> title <input type="checkbox"/> name <input type="checkbox"/> surname Previous..... Present..... Attachment..... Signature Official in the Office Academic Promotion and Registration	Signature	Signature.....

Steps in Changing Details in Documents

