



An Application Form for Registration (only for not graduating within the given time)

Office of Academic Promotion and Registration
Valaya Alongkorn Rajabhat University under the Royal Patronage

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

Subject: Registration

To: Dean

I am (Mr, Miss, Mrs), student I.D.

- full-time
 part-time
 Sat – Sun
 Mon-Fri
 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 register in the semester...../..... in the following courses:

Sect.	code	The group that I would join. (code)	Place	Day / Time	Courses	Credits	Instructor	Instructor's Approval

The reason I would like to add the courses is that.....

I would like to withdraw in the semester...../..... in the following courses :

Sect.	code	Day/Time	Courses	Credits	Instructor	Instructor's Approval

Sincerely yours,

.....Student

(.....)

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

Advisor's opinion

..... Advisor

(.....)

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

Result of Dean's Consideration Not Approve Not Approve

..... Dean

(.....)

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

Conditions for Registration

1. Full-time students can register not more than 22 credits, part-time students can register not more than 12 credits.
2. Registration courses are not overlapped in time of class and final exam, if not all registered courses will be invalid.

Steps in Registration

