



An Application Form for Transfer
Office of Academic Promotion and Registration
Valaya Alongkorn Rajabhat University under the Royal Patronage
 (In transferring to other Universities, students have to contact the Universities of their Destination to ask for their approval before).

Day.....Month.....Year.....

Subject : Transfer

To : President of **Valaya Alongkorn Rajabhat University**

Attachment : A copy of transcript from the beginning semester to the present time

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 transfer to study atin the semester...../.....

The reason for transferring is that.....

I have checked all courses taken, it appears that I have some “F” or “I” I do not have any grades, and my G.P.A at present is.....

Sincerely yours,

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

For officials

<p style="text-align: center;">Guardians of Full-time students</p> <p>I..... would like to state that :</p> <p><input type="checkbox"/> Approve <input type="checkbox"/> Not Approve</p> <p>Signature..... (...../...../.....)</p>	<p style="text-align: center;">Advisor</p> <p>The student asks for a transfer to..... university. I think that..... </p> <p>Signature..... (...../...../.....)</p>	<p style="text-align: center;">Office of registration and Evaluation</p> <p>To : Vice President in Academic Affairs</p> <p><input type="checkbox"/> Full-time student registered in..... <input type="checkbox"/> Part-time student, registered in, wants to transfer to..... University in the semester/.....</p> <p>Signature..... (...../...../.....)</p>	<p style="text-align: center;">Order</p> <p><input type="checkbox"/> Approve <input type="checkbox"/> Not Approve</p> <p>The reason is that... </p> <p>Signature..... (...../...../.....)</p>
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Steps in Transfer

