



**An Application Form for a Graduation Certificate  
Office of Academic Promotion and Registration  
Valaya Alongkorn Rajabhat University under the Royal Patronage**

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

**Subject :** Graduation certificate  
**To :** President of Valaya Alongkorn Rajabhat University

I am  MISS  MRS.  MR. .... student I.D. ....  
(Please write neatly) (Thai) Use full military rank .....  
Date of Birth: day.....month.....year.....  full-time,  part-time  
in the undergraduate degree of .....years, program.....,  
major....., field.....,  
faculty......telephone number......E-mail.....

Graduated on Day.....month.....year....., but I did not attend the ceremony.  
I would like to receive my graduation certificate.

Sincerely yours,  
.....Student

**For Officials**

Office of Registration	Office of Finance	Student
Office of Registration and Evaluation To : Head of office of Finance I would like to ask for a graduation certificate.  Received .....Hours  Signature..... Official  Registration Official ...../..... /.....	I have received charge for late graduation certificate according to the rule of m month overdue.  Signature..... Finance.  Finance Official ...../..... /.....	I receive a graduation certificate  at..... hours  Signature.....  Student ...../...../.....

## Steps in Application for a graduation certificate

