

Request Form for Recommendation Letter

G. 03

Order

Mr./Miss/Mrs.

Grid for name input

(Fill only one capital letter in each box and skip one box between the first and last name)

Student ID Code

Grid for Student ID Code

Birth Date

Grid for Birth Date

Faculty / School.....Department.....Field of Study.....Year.....

- Level of Study, Type of student, Educational Degree options with radio buttons

Type of Request Form

- Recommendation letter for KMUTT student status, expected graduation, waiting for the University Council's approval, graduation, academic results, government official returning to work

Signature.....

Date.....

Due date

To contact student Telephone : E-mail :

Students must enclose 3 x 4 cm. photo (s) (colour or black & white) in the same number as the copy (- ies) they request.

Due date..... Appointment Card (For Student) Order.....

Student ID Code

Grid for Student ID Code

Name..... Surname.....

Type of Request Form

- Recommendation letter for KMUTT student status, expected graduation, waiting for the University Council's approval, graduation, academic results, government official returning to work

- Note 1. Photo for attaching the recommendation letter / transcript (1.1 Size, 1.2 Male students, 1.3 Female students, 1.4 For graduated students) 2. Students must keep this part for receiving recommendation letter / transcript. 3. The due date for receiving recommendation letter / transcript is approximately 1 week after your request. If the documents are not picked up within 90 days, they will be destroyed.