



Payap University

Request for the Return of the Original Transcript Form

To: Director of Registration and Educational Services Office

I, Mr./Mrs./Miss.....

Student ID

Department..... Faculty.....

Student's Status Studying
 Graduated in Semester..... Academic Year.....
 Retired due to.....
Semester..... Academic Year.....

would like to receive the original transcript I have handed in previously back from the Registration and Educational Services Office.

Student's Signature.....
...../...../.....

Telephone number.....
(Revised: JT28062011)

Registration Officer Only

Scheduled to receive on

(Date).....

Signature.....
(.....)
...../...../.....

Notes:

1. Fill out this form.
2. Submit the form to the Registration and Educational Services Office.
3. Keep the appointment notice to bring back on the arranged date to get the original transcript.

For more information:

Registration and Educational Services
Mae Kao Campus, Payap University,
Muang District, Chiang Mai, 50000

- 0-5385-1478 Ext. 366-373
- <http://reg.payap.ac.th/>
- registra@payap.ac.th



Staff Only

Mr./Mrs./Miss..... Student ID

can have the original transcript on (date)/...../.....

Signature.....
(.....)
...../...../.....

Please bring back this form on the date arranged.