



1. STUDENT INFORMATION

Dear Associate Dean for Academic Affairs,

I, Mr. /Ms. _____ Student ID. : _____

Major: _____ Email: _____ Mobile No.: _____

Address, No. _____ Name of Building/ Village: _____

Moo.: _____ Soi. _____ Street: _____

Sub-district /Tambol: _____ District /Amphor: _____

Province/ City: _____ Zip Code: _____

I have taken Leave of Absence on ☐ Trimester 1 ☐ Trimester 2 ☐ Trimester 3 of Academic Year: _____ - _____
as proved by the attached document(s) (i.e. Leave of Absence Form).

Therefore, I would like to request re-admission to continue my studies at MUIC after my approved Leave of Absence,
starting on ☐ Trimester 1 ☐ Trimester 2 ☐ Trimester 3 ☐ Trimester 4 of Academic Year: _____ - _____

I understand that this request must be submitted before the current students' registration period. If this request is
submitted after the registration period, I may only register during the Late Registration and Add/Drop period.

Student's signature

Note;

1. Students who are currently on a Leave of Absence and wish to resume their studies are required to submit a Re-admission Request Form to the Registrar Unit before the registration day.
2. Please be informed that the registration dates and times are assigned according to the student identification number. The registration schedule is available on MUIC website.

2. REGISTRAR UNIT

Remark;

Verified by

Registrar Unit