

GR.25 Request to Extend Study
Academic Services Section
Faculty of Graduate Studies, Mahidol University

Faculty of Graduate Studies Dean Office
 Branch Office at
Date

To Dean, Faculty of Graduate Studies(FGS),

I am Mr./Mrs./Miss/Rank

Student ID Number /

Graduate Student of Mahidol University in Graduate Diploma in
 Master's Degree in
 Doctorate Degree in

Fac./Inst./College.....

My program of study requires an extension for..... months

in order to () complete the course work () finish Thesis / Thematic paper.

Therefore, I would like to request a formal letter issued to *(please specify your organization and your immediate superior as Dean of, etc.)*

This to extend study from (date).....(month).....(year).....to
(date).....(month).....(year).....

I would like to receive the letter

- at the Dean office
- at the Branch at *(please specify)*
- by mail *(please include a self-addressed envelope; for Thai addresses provide a 13 baht stamp, for foreign addresses price will vary.)*
Contact student by Tel. Fax e-mail.....

Signature..... for Student

Comment of the Chair of the Thesis /Thematic Paper Advisory Committee

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Signature.....Date.....

Comment of the Chair of the Programme Committee

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Signature.....Date.....

Note : The letter will be issued approximately 3 days after approval and submission of the request.