



[vacation/other]

Leave of Absent Request Form

Scholarship Program for ASEAN or Non – ASEAN Countries of Chulalongkorn University

[Please submit the request form to the faculty’s officer you were admitted before your departure 3 days in advance.

Upon their return, grantees must inform/submit a photocopy of the entry passport to the faculty’s office within 3 days]

Name Mr./Ms./Mrs.....(Given Name).....(Family Name)

Fulltime Master’s Ph.D.

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

Mobile phone.....Email :.....

Advisor’s Name.....

Reason for absence vacation other

[In case of the grantees need to leave for a collect data, please submit “Collect Data” form]

I plan to depart from Bangkok, Thailand to.....(Destination City/Country)
Date of departure.....(dd/mm/yy).

I will return to Bangkok, Thailand.
Date of return.....(dd/mm/yy). If you change the return date, please inform
ACA /or the program as soon as possible.

Please note that the University will not be responsible for the airfare. During the semester, if his/her absence is more than 10 days, he/she will not be entitled to the living allowance for the month (s) of his/her absence.

Student’s Signature.....Date.....

Advisor’s or Program Director’s Comment

Approved From : dd/mm/yy..... To: dd/mm/yy.....
and give assurance that his/her absence will not interrupt his/her studies.

Advisor’s /Program Director’s Signature.....Date.....

This part for the faculty’s officer

Faculty officer’s signatureDate.....

*submit a copy to the office of academic affairs at email : tpornari@chula.ac.th