

No.0650.18/ 0500



Rajamangala University of Technology Krungthep
International College
2 Nanglinchee Road, Tung Mahamek Sathorn
Bangkok 10120 Thailand

November 30, 2022

Re: Announcement for IC.RMUTK's Students

To Whom It May Concern:

According to the Office of Academic Promotion and Registration checking the registration for semester 2/2022 revealed that there are students who do nothing in this regard, according to the Office of Academic Promotion and Registration. As a result, the Office of Academic Promotion and Registration requests that you appoint appropriate personnel to inspect, follow up on, notify, and take action on these students as follows:

1. If students wish to register, they should contact the faculty to prepare a letter to the Office of Academic Promotion and Registration requesting registration beyond the December 5, 2022 deadline. **Students have to finish this process by December 6, 2022.**
2. If students wish to keep their student status or take a leave of absence, they can make a request via the Educational Support System (ESSS) at <http://www.ascar.rmutk.ac.th/eSSS/>, which charges a tuition fees of 300 baht (three hundred baht) for bachelor degree students and a tuition fees of 1,500 baht (one thousand five hundred baht) for master degree students. **Students have to finish this process by December 6, 2022.**

However, after the above period has passed, it is discovered that there are still students who do nothing. The Office of Academic Promotion and Registration reserves the right to remove the student's name from the student database without prior notice, according to the academic calendar for semester 2/2022. Therefore, please be informed accordingly. and notify students and take action.

Yours sincerely,


(Assoc. Prof. Arus Kongrungehok, Ph.D.)
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