



O Request Form for Credit Transfer

O Request Form for Course Transfer

Student resigned from RMUTK and reenter

Student from other University.....

Student department transfer

Date..... MonthYear.....

Dear Director of Academic Support Center and Registration Bureau

I (Mr./Mrs./Ms.)Student ID.....

Department Faculty..... O Regular O Non-Regular

Enter the Academic Year.....would like to request for

O Case 1 Request for Credit Transfer from a former student ID..... from the university.....

Department..... Faculty.....(Transfer Fee per course 100 Baht)

O Case 2 Request for Course Transfer amount..... course total..... Credits (No Fee for transferring course)

O Case 3 Request for Course Transfer (Transfer University) from university.....

Department..... Faculty.....(No Fee for transferring course)

Attached 1 certified transcript from university with this document

Please be informed accordingly

Sincerely yours,

Signature.....

(.....)

Mobile phone/Tel.....

① Advisor	④ Academic Support Center and Registration Bureau Staff (Curriculum Staff)
<input type="checkbox"/> Student request for Credit Transfer <input type="checkbox"/> Student request for Course Transfer Amount Course Total Credits Signature (.....) / /	<input type="checkbox"/> Transfer General Education Course Course Credit <input type="checkbox"/> Transfer Specific Course..... Course Credit <input type="checkbox"/> Transfer Free Elective Course Course Credit <input type="checkbox"/> Other Signature / /
② Head of Department / Head of Field of Study	⑤ Division of Finance Staff
<input type="checkbox"/> Please approve for Credit Transfer <input type="checkbox"/> Please approve for Course Transfer <input type="checkbox"/> Others Signature Head of Department / Head of Field of Study (.....) / /	<input type="checkbox"/> Course Transfer Fee 100 Baht per course amount Course Total Baht Receipt book no..... No..... Amount.....Baht Signature (.....)..... / /
③ Dean	⑥ Academic Support Center and Registration Bureau Staff (Processing Staff)

Approve for Credit Transfer

Approve for Course Transfer

Disapprove

Others

Signature

(.....) / /

Import data into the system

Proceed done

Not proceed

Signature

(.....) / /

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Program Executive Committee field of study..... agree to transfer amount..... course..... credit

Signature..... Committee Signature..... Committee Signature..... Committee

(.....) (.....) (.....)



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