No. _____

Mahidol University
Faculty of Information and Communication Technology

Leave of Absence Form

ICT.RE- 03 : 19-09-2019

Date_____Month_____Year_____.

Dear Deputy Dean for Academic Administration,

I, (Miss/Mr.)_____, student ID ☐☐☐☐☐☐☐☐, a student of the Bachelor of Science Program in Information and Communication Technology, year of study_____, telephone number_____would like to request the following:

☐ **Leave Request :** I would like to request leave from studying from semester_____academic year _____ due to

- ○ being conscripted into or called for military service
- ○ receiving student exchange scholarship or attending a program of which the university endorsed
- ○ being sick and treated; having a medical certificate from a hospital_____
- ○ inevitable or urgent event or situation (please specify)_____

☐ **Cancellation of Leave Request :** I would like return to study for semester _____academic year _____ from taking leave from studying for semester _____academic year_____

Signature _____.

(_____)

Guardian's Consent

I, (Mrs./Miss/Mr.)_____ a guardian of

(Miss/Mr.)_____consent to this request.

Signature _____.

(_____)

Deputy Dean for Academic Administration' Opinion	Dean of Faculty of Information and Communication Technology's opinion
☐ Approve ☐ Not approve Additional comment_____ _____ Signature_____ (Dr. Pawitra Liamruk) Deputy Dean for Academic Administration Date_____/_____/_____	☐ Approve ☐ Not approve Additional comment_____ _____ Signature_____ (Dr. Pattanasak Mongkolwat) Dean Date_____/_____/_____

For more information, 0-2441-0909 Ext. 141 , 152 (Registration Department)