For EEBA/BEcon Student

General request form: Faculty of Economics Kasetsart University

Date.....

To Advisor .....

Student's name..... Student ID# | | | | | | | | | | |

Phone No ..... E-mail .....

Major ☐ EEBA ☐ BEcon

Request for

Add-Drop ☐ Add subject ☐ Late Add subject ☐ Drop subject ☐ Late Drop subject (attach KU3)

Payment ☐ Postpone tuition and fee payments Semester ☐ 1st ☐ 2nd Academic year ..... (attach Parent's Signature)

Student Status ☐ Maintain Student Status Semester ☐ 1st ☐ 2nd Academic year ..... (attach KU1) ☐ Late

Registration ☐ Late registration Semester ☐ 1st ☐ 2nd Academic year ..... (attach KU1)

☐ registration over 22 credits total credit ..... (attach class schedule)

☐ registration below 9 credits total credit .....

☐ Registration over 7 credits for Summer Semester total credit .....

☐ Register for subsequent subject in the same semester as the pre-requisite subject that had failed(F) ..... and these are subsequent subject ...

	Code	Subject	Section	Schedule	Instructor's Signature
1					
2					

☐ Other.....

Specify objective reason .....

Signature ..... **Student**

1 To Chairman

☐ Recommend approval .....

☐ Not permitted .....

Signature ..... **Advisor**

...../...../.....

4 Dean

☐ Recommend approval .....

☐ Not permitted .....

☐ Consideration .....

Signature ..... **Dean**

...../...../.....

2 To Dean / Head of Department

☐ Recommend approval .....

☐ Not permitted .....

Signature ..... **Chairman**

...../...../.....

5 To Director of Office of Educational Administration

☐ Please consider and implement

Signature ..... **Dean**

...../...../.....

3 To Dean

☐ Recommend approval .....

☐ Not permitted .....

Signature ..... **Head of Department**

...../...../.....

12/2562