



**GRADUATION REQUEST FORM**  
**GRADUATE SCHOOL Phranakhon Si Ayutthaya Rajabhat University**  
 www.aru.ac.th/grad

Date.....Month.....Year .....

To **Dean of Graduate School**

1. Name – Last name (Thai)  Mr.  Mrs.  Miss  Others - (enter full title) (according to national ID card/Passport)  
 .....Student ID. No.....
2. Name – Last name (English)  Mr.  Mrs.  Miss  Others - (enter full title) (according to national ID card/Passport)  
 .....Student ID. No.....
3. National ID card No / Passport No.....Phone No.....
4. Date of Birth / Month / Year (full format).....
5. Contact address .....
6. Current workplace.....
7. Current position.....
6. E-mail:.....Line ID:.....
7. Degree  Graduate Diploma in Teaching Profession  
 Master's Degree  Plan A Type 1  Plan A Type 2  Plan B  
 Program.....Major field.....
- Doctoral Degree  Plan 1  Plan 2  
 Program.....Major field.....
8. Previous education and major field before enrolling to graduate study; Major field .....
- B.Ed.  B.B.A.  B.P.A.  B.A (Political Science)  B.A.  M.Ed.  M.B.A  M.P.A.  M.Pol.Sc.  
 Others .....

**9. Particularly for students taking Teaching Profession program and Master's in Educational Administration**

Name of Educational Institute/Education Administration Internship	
First: Semester..... Academic year..... Level..... Institute.....	
Name of educational institute..... District..... Province.....	
Second: Semester..... Academic year..... Level..... Institute.....	
Name of educational institute..... District..... Province.....	

Signature.....Student  
 (.....)

<b>1. Finance</b> 1.1 Payment of Academic transcript fee: 50 THB 1.2 Payment of Graduation registration fee: 600 THB Receipt No.....Signature.....	<b>2. Thesis / Independent Study Advisor</b> Signature..... (.....) Date.....Month.....Year.....
<b>3. Curriculum Chairperson</b> Signature..... (.....) Date.....Month.....Year.....	<b>4. Dean of Graduate School</b> Signature..... (.....) Date.....Month.....Year.....

**\*\*REQUIRED DOCUMENTS\*\***

Graduate Diploma	<input type="checkbox"/> 5 Photos size 1.5 inches, wearing black or navy blue suit <input type="checkbox"/> 2 self-addressed envelopes with 5-baht postal stamps for sending documents
Master's Degree/ Doctoral Degree	<input type="checkbox"/> Thesis/Independent Study Examination Evaluation Form (GS.11-2) <input type="checkbox"/> Review of Abstract and Format of Thesis/Independent Study Request Form (GS.12) <input type="checkbox"/> Report on the Results of plagiarism detection of thesis/independent Study (GS.14) <input type="checkbox"/> Certification for publication of Thesis/Independent Study Article (GS.15) <input type="checkbox"/> Request for submission of Thesis/Independent Study (GS.16) <input type="checkbox"/> 5 Photos size 1.5 inches, wearing graduation gown <input type="checkbox"/> 2 self-addressed envelopes with 5-baht postal stamps for sending documents

**\*\*Additional Details\*\***

1. Fill in the form with elaborate handwriting/block letter and check the accuracy of the information before submitting.
2. In case of changing the title / first - last name that did not match with the student record, please submit a request to amend the information. and attach a copy of such changes along with the graduation request form.
3. Photo taken within last 6 months, straight face, not wearing dark glasses, polite hairstyle without hair dye. The photo must clearly show the graduation gown armband.

**Master's Degree/Doctoral Degree**

**\*Male:** Photo taken wearing white uniform (for government employee) or plain white shirt with a suit, and Graduate gown according to the student's field of study. Dark glasses are not allowed

**\*Female** Photo taken wearing white uniform (for government employee) or plain white shirt with a suit, and Graduate gown according to the student's field of study. Dark glasses and accessories/jewelries are not allowed.

**Graduate Diploma**

**\*Male** Photo taken wearing plain white shirt with tie and suit. Dark glasses and accessories/jewelries are not allowed.

**\*Female** Photo taken wearing plain white shirt with tie and suit. Dark glasses and accessories/jewelries are not allowed.

Example of photograph used for graduation application

