School of
Mae Fah Luang University
No
Date
DateRecorded by



The Division of Registrar Mae Fah Luang University
No
Date
TimeRecorded by

	AR, MAE FAH LUANG UNIVERSITY		
	ve of Absence : Graduate student		
Semester First Second	d Summer Academic year		
(1) To the Dean of School			
Name Mr/ Miss/ Mrs	Student ID		
Name Wit/ Wilss/ Wifs	student ID		
Study in School ofProgram	m ofMobile phone		
Request for leave of absence for	From semester Academic year		
	To semester Academic year		
Reasons for on leave			
- W 21 1 4 14			
_	of a medical provider		
Number	Date		
Other reasons (indicate)			
Documents			
For your consideration			
·			
s	tudent's Signature		
	()		
	/		
(2) Advisor's Comment	(3) Head of the Postgraduate Studies's Comment		
Signature	Signature		
()	()		
///	///		
(4) Dean's Comment	(5) Committee's conclusion		
	Approved Disapproved		
0:	Circustum.		
Signature ()	Signature ()		
///	/		
(6) Head of Division of Registrar's Comment	(7) Recorded by Division of Registrar 's staff		
5			
G:	Recorded		
Signature(Mr.Ruangsak Kiengkamon)	Signature ()		
(mineangoux mengkamon)	()		

Conditions

- 1. A student must first seek his/her advisor's consent and submit a leave request to the Dean for one or more of the following reasons.
 - 1.1 Being granted an international exchange programme scholarship or any other scholarship that the university considers worth supporting;
 - 1.2 Being so ill or receiving so serious accident-related injury that the physician has ordered a recuperation period equal to more than 20 percent of the entire study time, in which case the student must submit a medical certificate issued by a state or private hospital approved by the Ministry of Public Health; and
 - 1.3 A personal affair, on the condition that the student has studied at Mae Fah Luang University for at least one semester and has a minimum GPAX of 3.00.

A request submitted by a plan(1) student, however, shall be considered by the School committee and approved by the Dean.

2. When the student has an urgent need to request a leave, the student must submit a request to the Dean as soon as possible. His/her request shall then be considered by the committee and approved by the Dean.

Notes:

- 1. Each granted leave shall not exceed two semesters. If a student needs to extend his/her leave, s/he must submit another request and pay the studentship retention fee, unless s/he had paid his/her tuition.
- 2. To return to study, an on-leave student must submit a request to the Dean at least one week before the regular enrollment period of each semester.

Student's Signature		
	()
	/	/