

GR. 24 Request to Return to Work
Academic Services Section
Faculty of Graduate Studies, Mahidol University

Faculty of Graduate Studies

Dean Office

Branch Office at

Date

To Dean, Faculty of Graduate Studies(FGS),

I am Mr./Mrs./Miss/Rank

Student ID Number /

Graduate Student of Mahidol University in Graduate Diploma in

Master's Degree in

Doctorate Degree in

Fac./Inst./College.....

I would like to return to the work (*Please specify your organization and your immediate superior as Dean of... , etc.*).....

No specified date of return Specified return date

I would like to receive the letter of request

at the Dean office at the Branch at (*please specify*)

by mail (*please include a self-addressed envelope; for Thai addresses provide a 13 baht stamp, for foreign addresses price will vary.*)

Contact student by Tel. Faxe-mail.....

Signature for Student

* **This letter will be issued approximately 3 working days after submitting this request.** *

The FGS will only issue a letter of request in the following 2 situations : (*Please specify situation*)

1. graduation requirements have been completed and degree is approved or being considered by the University Council.
2. consent for resignation from the Faculty of Graduate Studies.