



**SURATTHANI RAJABHAT UNIVERSITY
GRADUATION REQUEST FORM**

Date.....

For the purpose of : Graduation Request

To President of Suratthani Rajabhat University

Name Mr. Mrs. Miss

Student ID..... Group..... Sub-group.....

Department of Faculty of

Course 4-year(Credits warded) 4-year 5-year Other.....

Program Regular Program Special Program Other.....

Campus Suratthani Koh Samui

ID Card No.....

Date of Birth..... Month..... Year.....

Degree (Full name) Abbreviations..... Major.....

Address Moo..... Soi..... Road.....

Sub-district..... City Province.....Postal Code.....

Telephone.....

Student's signature

(.....)

<p>1. Advisor</p> <p>Completion of all program requirements</p> <p>Signature..... (.....)/...../.....</p>	<p>2. Library</p> <p><input type="radio"/> have not met obligations <input type="radio"/> met all the obligations</p> <p>Signature..... (.....)/...../.....</p>	<p>3. Division of Student Development</p> <p><input type="radio"/> have not met obligations <input type="radio"/> Student loan <input type="radio"/> Other.....</p> <p>Signature..... (.....)/...../.....</p>
<p>4. Office of Property Management</p> <p><input type="radio"/> have not met obligations <input type="radio"/> met all the obligations</p> <p>Signature..... (.....)/...../.....</p>	<p>5. Division of Financial</p> <ul style="list-style-type: none"> ● Transcript fee (100 baht) Book of Receipt..... ● Graduation Registration fee (1,000 baht) Book of Receipt..... <p><input type="radio"/> have no outstanding debts <input type="radio"/> have outstanding debt of</p> <p>Signature..... (.....)/...../.....</p>	<p>6. Registration office</p> <p>Total credits..... GPA.....</p> <p>Signature..... (.....)/...../.....</p>

Undergraduate students need these following documents

1. Student fills in form (F.08)
2. Four color photographs (two for each size of 1.0 and 2.0-inch) and the student taken when wearing an academic gown with proper dress (without hat, glasses, and earring). Please write your name, student ID, Group behind the photographs
3. A copy of latest Transcript in size of A4
4. A copy of Credits Awarded
5. A copy of ID card
6. Graduation request procedure as following
 - Complete Form (F.08)
 - Certified by Advisor/Library/Division of Student Development/Office of Property Management/Division of Financial and Office of academic promotion and registration
 - Pay for Transcript and Graduation Registration fee at Division of Financial
 - Submit all documents to the office of academic promotion and registration

Bachelor degree	Color on an academic gown
Bachelor of Education	Blue
Bachelor of Arts	Orange
Bachelor of Science	Yellow
Bachelor of Nursing	Green
Bachelor of Business Administration	Pink
Bachelor of Laws	White
Bachelor of Public Administration	Brown
Bachelor of Accountancy	Blue-Gray
Bachelor of Arts	Red
Bachelor of Communication Arts	Navy blue
Bachelor of Economics	Purple