



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

Adding Courses after the Deadline Request Form

Level Undergraduate
 Master Doctorate

Semester..... Academic Year.....

Student ID

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To: The President

① I (Mr./Ms./Mrs.).....

Faculty.....Major.....Mobile Phone No.....E-mail.....

Contract Address.....

I would like to add courses after the deadline (with fines) for a total of courses.Course code 1.Section.....
2.Section.....
3..... Section.....**NU 6** is also submitted for your consideration.

Thank you for your consideration.

 Change sections (with fines) for a total of.....courses.

Course code.

1.old sectionnew section.....
2.old section new section.....
3old section new section.....

Student's signature.....

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

<p>② Opinion of the dean of the faculty that student is enrolled in</p> <p>.....</p> <p>.....</p> <p style="text-align: right;">Signature..... (.....)/...../.....</p>	<p>④ Order by NU</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Not Approved because.....</p> <p>.....</p> <p style="text-align: right;">(Miss Jaruaryporn Sudsawad) Director, Division of Academic Affairs Acting for the President Naresuan University</p>
<p>③ Opinion of Registration Office</p> <p>To: The President</p> <p>For your consideration to approve</p> <p>To add courses after the deadline with a fine of.....baht per week for a total of.....week(s), to be paid by...../...../.....</p> <p style="text-align: right;">(Mrs. Wassana Pajaidee) Head of the Registration and Evaluation Office</p>	<p>⑤ Registration Office (Office use only.)</p> <p><input type="checkbox"/> For Acknowledgement</p> <p><input type="checkbox"/> For Processing</p> <p><input type="checkbox"/> For Record</p> <p><input type="checkbox"/> Others</p> <p style="text-align: right;">Signature..... (.....)/...../.....</p>

Note In case of a request to add a course after the schedule is made by paying a fine, the process can be implemented during the 5 weeks after the deadline of the request for adding or withdrawing courses according to the Naresuan University Academic Calendar. Students must also attach a NU 6 form signed by the course instructor together with the dean's approval for the request of adding the course.

** If students do not attach a NU 6 form (Register Office Regulation), the request will not be considered for further action.**

Fee Petition Rates

Bachelor's Degree Program (both full time and part time)	Master's Degree Program and Doctoral Degree Program (both full time and part time)
<ul style="list-style-type: none"> ● The fine is 100 baht per week. (You can submit a request not later than 5 weeks, as per the university announcement.) 	<ul style="list-style-type: none"> ● The fine is 200 baht per week. (You can submit a request not later than 5 weeks, as per the university announcement.)