



# Memorandum

Department College of Graduate Studies Tel 76481-3

MHESI ..... Date .....

Subject An Approval for Monthly Allowances from Scholarships for High Potential Candidates to Enroll in Doctoral Program

To Head of Division of Finance and Accounting

I am  Mr.  Ms.  Mrs. .... Student ID ..... from School of .....  Master  Doctoral program in ..... I am on further study with financial support from ..... (scholarship contract No. ....) The scholarship is commencing on ..... From academic year ..... until ..... In this semester, I have enrolled ..... credit(s) of thesis. Contact Address ..... Tel ..... E-Mail ..... I request for an approval of the monthly allowances for ..... with the total amount of ..... bath (.....)

Sign..... Scholarship recipient  
(.....)  
Date ...../...../.....

<p><b>1</b> An approval of thesis advisor</p> <p>.....</p> <p>.....</p> <p>Sign ..... Thesis Advisor (.....) Date ...../...../.....</p>	
---	--

College of Graduate Studies (CGS)		Division of Finance and Accounting (DFA)	
<p><b>2</b> To College of Graduate Studies</p> <p>Documents checked</p> <p>Sign..... (Miss Niramom Boonsang) CGS officer</p>	<p><b>3</b> To Head of Division of Finance and Accounting</p> <p>For your consideration</p> <p>Sign ..... (Assoc Prof. Dr Phongpichit Channuie) Dean of CGS</p>	<p><b>4</b> Documents checked</p> <p>Sign ..... (.....) DFA Officer</p>	<p><b>5</b> Approval</p> <p><input type="checkbox"/> Approved <input type="checkbox"/> Not Approved</p> <p>Sign..... (.....) Head of DFA</p>

I request to receive the total amount of money as ..... Bath by transferring to ..... Bank Branch ....., Account No. ...., Account Name .....

Sign..... Receiver Date ...../...../.....  
Sign ..... Payer Date ...../...../.....

- Note :**
- 1) A copy of scholarship contract was attached with first request memorandum.
  - 2) A copy of national ID card or passport