

**Mae Fah Luang University**  
**Refund of Tuition Fees Form**

Document No. ....../.....

Date.....

Re Refund of Tuition Fees

To The President, Mae Fah Luang University

I, (Mr./Ms.).....Student I.D.....Major.....Education Level  Bachelor  
 Master  Other..... Full time  Part time  Other .....Dormitory ..... Room.....or the address as in the  
household registration.....Telephone number.....  
would like to refund the tuition fees from Mae Fah Luang University for the academic semester of .....year.....due to  
.....Details are as follows;

List of Tuition Fees to be refunded	Amount	Checked by Finance Division
<input type="checkbox"/> 1.Tuition Fees		
<input type="checkbox"/> 2.Service Fees and Public Activities Fees		
<input type="checkbox"/> 3,Health Insurance		
<input type="checkbox"/> 4.General Deposits		
<input type="checkbox"/> 5.Dormitory Fees		
<input type="checkbox"/> 6.Other.....		
Total .....item(s) at the total amount of ( )		

Supporting Documents

- Copy of Student Identification Card or  Copy of Identification Card  
 Copy of Bank's passbook or  Copy of.....

When the University has considered my request and agreed to refund the above fees, please proceed the payment through the following banks;

- Bank of Ayudhya  Krungthai  Bangkok  Kasikorn  Siam Commercial  TMB  Thanachart

Branch.....Account Type.....

Account No.....Account Name.....

In refunding the fees, if I have any debt to the University, I consent that the University deducts the amount to pay such debt. Any bank or other fees shall be deducted from the refunded amount as well.

For your consideration,

Signature.....

(.....)

<p><b>To Head of Finance and Accounting Division</b></p> <p>The Dormitory Section has changed the information from the dormitory system of .....  Details are as follows;  <input type="checkbox"/> Reside in ..... Dorm, room .....  <input type="checkbox"/> Does not reside in the dorm  <input type="checkbox"/> Move from .....Dorm, room .....  To ..... Dorm, room .....  <input type="checkbox"/> Other  (.....)  .....  ...../...../.....</p>	<p><b>To Head of Finance and Accounting Division</b></p> <p>Details of the refunds have been checked. It is recommended to refund the amount of .....Baht  to.....  (.....)  ...../...../.....  <b>To the President,</b>  Recommend to approve the payment.  (.....)  .....  ...../...../.....</p>	<p><input type="checkbox"/> Approve</p> <p>Memo no. Sor.Thor. 5901(6)/.....  Dated ...../...../.....  Check no. ....  .....  Check date ...../...../.....  Bank .....</p> <p><input type="checkbox"/> Reject</p>
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