



Academic Certification Request

(A graduate with degree approved and granted by the Institution Council)

Student ID No. _____ Identification ID No. / Passport No. _____ School _____

Full name (Mr. /Mrs. /Miss) _____

Educational Level () Master Degree () Doctoral Degree

Program () Regular () Special Province _____ () International / English Program

Contact Address _____ Mobile No. _____

I would like to receive record: () Self pick-up () By Mail (Self-addressed envelope with stamp enclosed)

I wish to request the following:

For a graduate (whose degree has been approved and granted by the Institute Council)

1. Transcript approved and granted by the Institute Council (English Only) for _____ Copies

2. Letter of Certifying Graduation*

2.1 Thai for _____ Copies

2.2 English for _____ Copies

* All certificates International Programs / English Program are in English only.

3. Translation of Degree Certificate for _____ Copies

(A copy of the degree Certificate must be enclosed. Online request is not available.)

Total for _____ Copies (100 Baht per copy) Total Fee _____ Baht



- Remark 1. The Institute shall not propose names of students whose financial obligations have not been fulfilled to the Institute Council for degree approval.
2. No photos required for certification request.

Sign _____ Requester Date ____/____/____ Sign _____ Recipient Date ____/____/____

Officer's Comment	Director's Comment

Tear here

(Part 2 : For Bank Use Only)

 National Institute of Development Administration		Statement of Payment Bangkok Bank	
118 Serithai Road, Klongchan, Bangkok, Bangkok 10240 Tel. 02-7273367-69, 02-7273629, 02-7273562 Tax Identification Number 0994000159692 04 Date _____			
 Bangkok Bank (Br.No. 944) Service Code : DUCFEE (CompCode 00133)	Full name Student _____ Customer No. _____ (Student ID No. / Identification No. / Passport No.)		
	Reference No. _____ (Identification No. / Passport No.)		
Cash Total Fee _____ Baht		Total Fee (Capital Letter) _____	
Depositor _____ Mobile _____ (Request is considered complete when the correct amount has been paid.)		Bank Use Only Received By _____	