



Accepted document:
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Absent Examination Petition Form

To: The Academic Affairs Committee Instructor and Advisor

My name is (Mr./Ms.).....Student ID.....

Major.....Advisor Name.....

AddressMobile Phone No.....

I was absent from the Examination of Midterm Final in the class of Theoretical Practical.

Subject Code	Subject Title	Date	Instructor Name

Reason of absence.....

Therefore, I would like to request a resit in an examination on a suitable date with attached document(s) as evidence:

Medical Certificate Medical Expense Receipt Others:.....

I hereby give a consent to the Assessment Unit of Dusit Thani College to request/collect my personal data from relevant agencies/organizations, both public and private, as well as individuals who possess such data, for the purpose of verifying the evidence attached. This consent is granted to facilitate the Academic Affairs Committee's evaluation process of my petition.

Student Signature.....Date.....

<u>Advisor's Approval</u>	<u>Instructor's Approval</u>
<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove	No. of attended class: <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove
Comment.....	Comment.....
Signature.....	Signature.....
Date.....	Date.....

The Academic Affairs Committee's Consideration (In the case of an appeal of the petition)

Approve Disapprove Others.....

Remark: Students must submit an exam absence petition form within 5 business days after missing the scheduled examination date.