

Request Form for Class Cancellation

Written at Tel.
 Date (day/month/year)

Title : Request to Cancel Class(es)

Dear Dean of

In order to keep classes and schooling effective and complete in the semester of the Academic Year, I am then requesting to cancel the class(es) stated in the table below. The cancellation is due to.....

.....

Subject Code	Course Title (English)	Group	Lecturer

Please take consideration and your approval will be appreciated.

(signature)
 (.....)

Position :

Comment			
No. 1.Department Head	No. 2.Dean	3.Head Registrar, Pattani Campus	4.Class and Exam Timetabling Unit