

**GR.18 Request for Change of Given Name/ Surname/Title /Position/Address/Other**  
**Academic Services Section, Faculty of Graduate Studies, Mahidol University**

Faculty of Graduate Studies  Dean Office  
 Branch Office at .....

**To Dean, Faculty of Graduate Studies(FGS),**

I am Mr./Mrs./Miss/Rank .....

Student I.D. Number  /  Program  General  Special  International  
 Degree  Graduate Diploma  Master's degree  Higher Graduate Diploma  Doctorate degree  
 Field of Study .....Faculty/Institute/College.....

**I hereby request that the Faculty of Graduate Studies :**

1.  change the spelling of my  given name  surname from the way it is incorrectly spelled in the student register to the following correct spelling : .....
2.  change my given name to be as follows (*the student must attach 1 copy of the official name change form*):  
 .....
3.  change my surname to be as follows (*the student must attach 1 copy of the official surname change form*):  
 .....
4.  change my title from that appearing in the student register to the new title as follows (*the student must attach 1 copy of the official title change form*) :  Mr.  Mrs.  Miss
5.  change my rank/position from that appearing in the student register to the following rank/position in English (*the student must attach 1 copy of the official change rank/position form*) : .....
6.  change my mailing address,  while an active student with the Faculty of Graduate Studies  
 after graduation

**New address:**

Address .....District/City .....  
 Province/State .....Postal code .....  
 Country.....Tel. .... Fax..... e-mail .....

7. Other .....

Contact student by Tel. .... e-mail .....

**ความเห็นหัวหน้างานบริการการศึกษา**  
 เห็นชอบให้ดำเนินการได้  
 ไม่เห็นชอบ เนื่องจาก .....  
 .....  
 ลงชื่อ.....  
 วันที่.....

Signature .....for Student  
 Date.....  
 Signature .....for Officer  
 Date.....

แก้ไขข้อมูลแล้ว  
 ลงนาม.....(ผู้แก้ไข)  
 วันที่.....