



SHINAWATRA UNIVERSITY

Reimbursement Form

Form: RE020
Revision 06, Date : 09/11/2016

Name: (Mr./Mrs./Ms.) _____ ID _____

(IN BLOCK LETTERS)

Program : Undergraduate (Please specify) _____ Ref :/.....
 Graduate (Please specify) _____
 Other (Please specify) _____

I would like to obtain a refund from SIU because (Please specify)

Graduated Retired Other _____

Contact Address _____

Province : _____ Country : _____ Postcode : _____

Tel : _____ Fax : _____ Mobile : _____

Email : _____

Name of Beneficiary's Bank _____

Name and Address of Beneficiary's Bank _____

Beneficiary's Account No./IBAN (EUR,CHF,DKK,GBP,NOK,SEK,.....) _____

SWIFT Code _____ Currency _____

Signature : _____

Date : _____

For Office Use Only

(1) For Dean / Adviser

No Debt
 Debt
 (Amount Baht)
 Please specify _____

 (_____)
 _____ / _____ / _____

**(2) For Dormitory Division
(Undergraduates Only)**

No Debt
 Debt
 (Amount Baht)
 Please specify _____

 (_____)
 _____ / _____ / _____

**(3) For the Office of Library and
Information Services**

No Debt
 Debt
 (Amount Baht)
 Please specify _____

 (_____)
 _____ / _____ / _____

(4) For Total Refund Approval

4.1) Damage Insurance Fee		Baht
4.2) Debt from (1)		Baht
4.3) Debt form (2)		Baht
4.4) Debt from (3)		Baht
4.5) Graduate Registration		Baht
4.6) Other _____		Baht

Total Refund (4.1)-(4.2)-(4.3)-(4.5)-(4.6) _____ **Baht**

TO:

For your approval

Approved

Not Approved

 (_____)
 _____ / _____ / _____

 (_____)
 _____ / _____ / _____

Instructions :

- Complete the reimbursement form.
- Submit to the office of the Registrar and we will coordinate with the other related divisions for debt inspection, (if any)
- Please contact the finance Division to receive a refund of the damage insurance fee within 1 semester after graduated otherwise, you are claimed that you do not need that reimbursement amount.