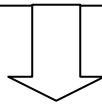


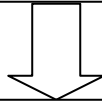


## **Instructions to submit Leave of Absence / Retain Student Status Form**

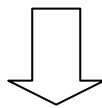
A student obtains the form at the counter service, Office of Academic Affairs, or downloads at <http://reg.pim.ac.th>



Completely fill out the form.

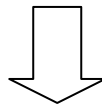


The student meets with his/her advisor / Dean / The Office of Student Affairs (scholarship).

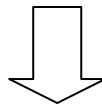


When the Dean approves the request, the student or faculty's representative will submit the form to the Office of Academic Affairs.

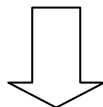
In case of denial, the faculty's representative will notify the student.



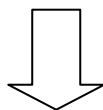
The student pays the service fee at the Office of Accountancy and Finance.



Officer of Academic Affairs Office makes comments, and requests the approval from the director.



An officer at the Office of Academic Affairs will notify the student of the result.



Completion.