



Request form for Visa Paperwork

Student Information:

Mr. Mrs. Miss.....
(Family Name) (First Name) (Middle Name)

Student Number..... Age.....

Faculty..... Department.....

Telephone..... E-mail.....

You request for:

Visa extension Change Type Visa Cancellation New Visa letter 1st Visa letter

Passport Information:

Passport number..... Place of issue.....

Date of issue..... Date of expiry.....

Place of birth..... Date of birth.....

Visa Information:

Visa category..... Expiry date.....

Date of arrival in Thailand..... Flight No.....

Depart from..... Airport arrival.....

TM6 No. (departure card).....

Address in Thailand (TM30).....

*A completed request form and all required documents **must be submitted** to the Visa Division (Room.103) **45 days before the visa expires**. Besides, it takes **5-10 working days** to process each paperwork.*

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

Attachment:

- 1 passport photo (4x6 cm size)
- 1 copy of passport (First page and every page of visa stamp)
- 1 copy of TM30 (Receipt of Notification)
- 1 copy of TM6 (Arrival/Departure Card)
- 1 copy of receipt (Tuition Fees) and Course/Class schedule
- 1 copy of student ID card and grade report
- 1 copy of contract/rental agreement of student residence
- 1 copy of house registration (student residence)
- 1 copy of landlord ID card and his/her house registration (landlord residence)
- 1 copy of the title deed on every page of the rental house
- 1 residence certificate from landlord (certify student residence)

Issued by..... PYU No.....

I RECEIVED the paperwork for Visa: Date.....