

## Request for Resignation as Student

### Procedure :

1. Student can request for (T.96) form at Registration Office, The Center for Educational Services in Classroom Building Complex 2 or print the form out at <http://reg.sut.ac.th>, select “Download forms”, then choose ‘Request for Resignation as Student (T.96)’ under Form for Students section.
2. Complete and sign the form with permission and signature from guardians, then present to advisor for consideration and signature. Later, present the form to dean of the institute.
3. The office will check details of the request and record on the registration system. Students will be informed by the office. In addition, other related offices like finance will check if students owe the university anything.
4. After 8 weeks of approval, bring your student ID card to the finance office to receive guaranteed deposit