

## Request form for Permission of Class Absence

College of Computing, Prince of Songkla University, Phuket Campus

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To : Whom It May Concern

Subject : Asking for Permission of Class Absence

My name is Mister/Miss.....

Student's ID No.....Student Year .....Major.....

I would like to ask for  Sick Leave because of .....

.....  Enclose the doctor's certificate

Personal Leave because of.....

.....

.....

I will not be able to attend class from.....to .....

Your Sincerely,

(.....)

Student

Comments from Advisor/Project Manager ..... (.....) Date.....	Comments from Assistant Dean for Student Affairs ..... (.....) Date.....
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