

**No.** ……./…… Chulalongkorn University

 …… Address - Faculty ……

 …………………………

 …………………………
…………………………

February , 2023

**Ref:** Verification of credentials of MR.ASSAREE WANGSERI

**Dear** The President of ….. / The Director of …..

Chulalongkorn University is a public university under the Royal Thai Government, and we are recruiting individuals to fill vacancies in our institution. As Mr./Mrs./Ms. …...........(NAME)...................... has applied for the university employee position at Chulalongkorn University, the applicant has informed that he/she graduated from your institute on the date of ………(Date)…………., proven by the applicant’s transcript as evidence

The regulations require that the credentials of applicants must be examined and verified. As the applicant is a student at your institution, we would like to request your authorization to disclose the necessary information and your confirmation that Mr./Mrs./Ms. ……...........(NAME)...................... has met all the requirements for graduation.

We request your cooperation to report via e-mail address: ........(HR’email)..............@chula.ac.th. and we greatly appreciate your attention to this matter and your kind assistance.

Sincerely,

(………Directors / Name ………)

………Position………

………Faculty………

Chulalongkorn University

Enc: Copy of Certificate of Academic Degree