



INTERNATIONAL STUDIES CENTER KASETSART UNIVERSITY

International Dormitory Room Reservation Form

- เพศ / Sex * Male Female
- ชื่อ-สกุล / Name * First Middle Last
- ที่อยู่ / Address *
 Address Number Street Address City
 State / Province Postal / Zip Code Country
- วัน-เดือน-ปี / Date of Birth MM DD YYYY
- สัญชาติ / Nationality * หนังสือเดินทางเลขที่ / Passport No. *
- อาชีพ / Profession * Student Lecturer Researcher
- มหาวิทยาลัย / Name Of your Home University
- การศึกษา / Class Rank * Undergrad Master Doctoral Exchange Student
- Email Address * Telephone Number *
Faculty at Kasetsart University* Advisor Name*
- ผู้ประสานงานของคณะที่สามารถติดต่อได้ / Faculty - Staff Emergency Contact *
- บุคคลที่สามารถติดต่อได้ / Personnel Emergency Contact *
- วันที่เข้าพัก / Check - In Date* วันที่ออก / Check Out Date*
- ลายเซ็น / Signature *

This form will be considered on a first-come-first-serve basis for the students who request for the room and pay the dormitory deposit in full by the deadlines listed below.

1. Most dormitory accommodations are single rooms for 1 person; the room rate is 4,000 Baht per month. There are also double rooms for 2 persons and the room rate is 6,000 Baht per month. All students must pay the room rent for the present month plus 1-month deposit within 3 days after checking in to our dormitory.

2. Firstly, the students or Faculty staffs are requested to contact our office by phone or email in order to check the room availability and to book a room verbally. After that, the students or Faculty staff must download this room reservation form and send it back to Ms. Sumana Pariwatkul via e-mail at iscsnp@ku.ac.th within 1 month after we get a booking call. If we don't receive any confirmation with room reservation form within a month, we need to cancel your room booking

3. If the students arrive beyond the working days and time (Monday to Friday during 8.30am - 16.30pm), Faculty staff must contact our office during working hours to receive the keys and keycard beforehand. In case the students contact us by themselves and they arrive after office hours, they must find alternate arrangement for the night by themselves.

4. Check-in time starts at 8:30am on Monday to Friday, during the office hours. Check-out should be done by 16:00pm on Monday to Friday. Please keep in mind that the service office hours listed above are subject to change without prior notice.

5. The students are requested to present the copy of this form when checking-in to the dormitory room.

Note: The application form and dormitory rules will be provided to the students upon their arrival. Please let us know if you require any documents and we will prepare those documents for you.

ลายเซ็น / Signature * _____

Acknowledged and agreed with
the above terms and conditions