Sirindhorn International Institute of Technology (SIIT)
Thammasat University

Ref. AP 45-_ _/_ _ _ -R   Date……../………../………..

Report of Student Activity Performance and Expense

Activity Title : …………………………………………………………Date of Approval :…………………………………..

Organized by :   [   ] Student Committee   [   ] Club/ Other………………………………….……………

Activity was held during: ……………………………………….. to: …………..…………………………………..…..

Activity location: ………..

Number of participant: SIIT students …………..…… Non-SIIT students ………..……… Total………………………………..

Faculty members/ staff/ other participant: [   ] Club advisor: …………………………………………..……………………

                                                                  [   ] …………..……………………………………………..…………….

Approved budget: ……….....................Baht, Advance payment: …………….…...Baht from SIIT

Actual expense: ……….…………….Baht: Used SIIT budget: ………….………Baht, budget by …………… : ……….Baht

Request for [   ] an approval of expense report enclosed receipts without the remaining of advance payment

                    [   ] an approval of expense report and return the remaining of advance payment (……………Baht) to SIIT.

Report by Student: ……………………………………………………………………………………………………..

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Appraisal of this activity by: [   ] Advisor of Student Committee   [   ] Club Advisor/ Academic Program Advisor

Please mark ✓ on the table below:

Strongly need to be improved	Need to be improved	Fair	Good	Excellent

Suggestion (Required): ……………………………………………………………….…………………………………..

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………..……………………… Student Committee/   ………………………………… Club Advisor /

(   ) Club President   (   ) Academic Advisor

Date……../…..…….……..   Date …….../…………../………..

Comment from Division of Student Affairs:	For Finance Division:
[ ] An approval of this activity performance and expense report, as notified above, is recommended [ ] An disapproval is recommended because…………. …………………………………………………. Sign...………………..…… Date …..…./………..…./……..…	