



Request Form for Activation
of a Email Account or Wi-Fi : @Eng-Guest

Faculty of Engineering

King Mongkut's University of Technology North Bangkok

Date Month Year

Subject : Request for Activation of a Email Account (@eng.kmutnb.ac.th) or Wi-Fi: @Eng-Guest

To : Dean of the Faculty of Engineering

I hereby wish to request the activation of ☐ Email Account (@eng.kmutnb.ac.th) ☐ Wi-Fi: @Eng-Guest

The details are as follows:

Staff Category ☐ Academic Staff ☐ Academic Support Staff ☐ Non-staff

First Name Surname

Department

Email Address for Activation Notification

Purpose of Request

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Period of Use:

From To

Signature Applicant

(.....)

Signature..... Endorsing Officer

(.....)

Position

Remarks :

1. For requests to create an email account for personnel, the period of email usage does not need to be specified.
2. The endorsing officer must hold a position of Head of Department or above.
3. The form may be submitted in hard copy to the Computer Center, 3rd Floor, Building 82, or electronically via email at ecc@eng.kmutnb.ac.th or through the E-Sarabun system, in which case the submission must be made by the relevant department.