

Memorandum

Date: May 1, 2017
To: Lecturers
From: Dr.Uree Cheasakul, Dean, Martin de Tours School of Management & Economics
Subject: Exempting the attendance for attending the MSME Last Orientation 2/2016

As Martin de Tours School of Management and Economics had organized the MSME Last Orientation 2/2016 on May 1st, 2017. Since the period of the event is overlap with many students' classes. I would like to request for the exempt of attendance for staffs who attended this event. The list of students and classes are as followed.

Your kind consideration for class attendance, make-up quizzes, and assignments they may miss during the aforementioned period is highly appreciated.

The name list of students who attend the MSME Last Orientation 2/2016 is available at <http://www.msme.au.edu/index.php/news-events>

Sincerely yours,



Dr. Uree Cheasakul

Dean

Martin de Tours School of Management and Economics