



**The Regulations of King Mongkut's University of Technology Thonburi
on Graduate Studies
B.E. 2562 (2019)**

Whereas it is deemed expedient to revise the Regulations of King Mongkut's University of Technology Thonburi on Graduate Studies, B.E. 2547 (2004) for compliance with the Outcome-Based Education management system and the Office of the Higher Education Commission's Standard Criteria for Graduate Program, B.E. 2558 (2015).

By virtue of Clause 18 (2) of the King Mongkut's University of Technology Thonburi Act, B.E. 2541 (1998) in conjunction with the resolution passed by the University Council at Meeting No. 234 on 6 February 2019, the University Council hereby establishes these regulations as follows:

Section 1 General Provisions

Clause 1 The present regulations are called "The Regulations of King Mongkut's University of Technology Thonburi on Graduate Studies, B.E. 2562 (2019)".

Clause 2 The present regulations shall come into force from the first semester of the 2019 Academic Year onward.

Clause 3 The following regulations shall be repealed:

- 3.1 The Regulations of King Mongkut's University of Technology Thonburi on Graduate Studies, B.E. 2547 (2004);
- 3.2 The Regulations of King Mongkut's University of Technology Thonburi on Graduate Studies (No.2), B.E. 2553 (2010);
- 3.3 The Regulations of King Mongkut's University of Technology Thonburi on Graduate Studies (No. 3), B.E. 2555 (2012);
- 3.4 The Regulations of King Mongkut's University of Technology Thonburi on Graduate Studies (No. 4), B.E. 2556 (2013);
- 3.5 The Regulations of King Mongkut's University of Technology Thonburi on Graduate Studies (No. 5), B.E. 2559 (2016);

3.6 The Regulations of King Mongkut's University of Technology Thonburi on Graduate Studies (No. 6), B.E. 2559 (2016);

3.7 The Regulations of King Mongkut's University of Technology Thonburi on Doctoral Studies for Part-time Students, B.E. 2547 (2004);

3.8 The Regulations of King Mongkut's University of Technology Thonburi on the Transfer of Knowledge, Skills and Experiences for Graduate Studies, B.E. 2549 (2006).

All existing regulations, directives, announcements or resolutions that are contrary to or inconsistent with the present regulations shall be superseded by this regulations.

Clause 4 In the present regulations,

“University” means King Mongkut's University of Technology Thonburi;

“University Council” means the University Council of King Mongkut's University of Technology Thonburi;

“Academic Council” means the Academic Council of King Mongkut's University of Technology Thonburi;

“Chairman of the University Council” means the Chairman of the University Council of King Mongkut's University of Technology Thonburi;

“President” means the President of King Mongkut's University of Technology Thonburi;

“Graduate studies” means the educational management at the graduate diploma, master's degree, higher graduate diploma, and doctoral degree levels of King Mongkut's University of Technology Thonburi;

“Faculty” means the faculties, institutes, bureaus or work units of any other name that are equivalent in status to a faculty that offer graduate programs of study and are affiliated with King Mongkut's University of Technology Thonburi;

“Faculty committee” means the administrative committee of a faculty, institute, bureau or a work unit of any other name that is equivalent in status to a faculty;

“Department” means the departments or work units of any other name that are equivalent in status to a department that offer graduate programs of study and are affiliated with King Mongkut's University of Technology Thonburi;

“Program” means the graduate programs that are offered with the approval of the University Council of King Mongkut's University of

- Technology Thonburi;
- “Dean”** means the deans of the faculties or work units of any other name with that are equivalent in status to a faculty that offer graduate programs of study and are affiliated with King Mongkut's University of Technology Thonburi;
- “Director”** means the directors of an institute or work unit of any other name that is equivalent in status to a faculty that offers graduate programs of study and are affiliated with King Mongkut's University of Technology Thonburi;
- “Credit”** means the unit used to indicate the amount of learning;
- “Program responsible faculty member”** means a program faculty member who are responsible for developing and managing a graduate program and its instruction, including the planning, quality control, monitoring, evaluation and development of such program. A program responsible faculty member must be in charge of the program throughout program implementation. Such faculty member cannot be concurrently responsible for more than one program, except in the case of multi-disciplinary or inter-disciplinary programs or concurrent master's and doctoral degree programs where a program responsible faculty member can be responsible for another program. However, no more than two faculty members who are responsible for more than one program can be the program responsible, faculty members in a the same program.
- “Regular faculty member”** means an official and employee in the academic strand (A), a civil servant in a higher education institution who holds an academic rank of Assistant Professor, Associate Professor and Professor as well as an associate official of King Mongkut's University of Technology Thonburi who has been assigned the tasks of fulfilling the higher education missions on a full-time basis.
- “Program faculty member”** means a regular faculty member who has direct or related academic qualifications in the program's discipline whose

duties are to teach and conduct research in the said discipline. A program faculty member can concurrently be responsible for several programs provided that he/she has the academic qualifications in the direct or related discipline of the program.

“Associate official” means an individual who is not affiliated with King Mongkut's University of Technology Thonburi but performs academic duties, conducts research, establishes relationship with individuals and organizations at both domestic and international levels as well as performs other duties as assigned by the University.

“Special instructor” means an instructor who is not a regular faculty member but is assigned by the program responsible faculty members to teach no more than 50 percent of total course time.

“External expert” means an individual from outside King Mongkut's University of Technology Thonburi, who has been appointed a thesis/dissertation co-advisor, independent study co-advisor, member of a thesis/dissertation examination committee or any other types of examination committee.

“Course responsible faculty member” means a program faculty member whose duties are to teach, prepare instructional plan, supervise program quality control and evaluate the course under his/her responsibility.

“Transfer Equivalency Committee” means the committee responsible for the transfer equivalency of knowledge, skills and experiences as well as credits for courses in the non-formal and informal educational systems.

Clause 5 The President shall have charge and control of the present regulations. In case of problems with their execution, the President shall have the final decision and the President's judgement or directive shall be final.

Section 2 Academic system

Clause 6 Academic System

A semester system in which an academic year is divided into two regular semesters of no less than 15 weeks each. A special semester may be held as deemed necessary by individual faculty.

The instruction period and course credits permitted in a special semester shall be proportionally equivalent to those of a regular semester.

Clause 7 Credit calculation

Determination of the number of credits for each course is based on the following criteria:

7.1 A theoretical course with no less than 15 hours of lecture or problem discussion or other activities to promote course comprehension per regular semester is assigned an equivalent of 1 course credit;

7.2 A practical course with no less than 30 hours of training or laboratory sessions in each regular semester is assigned an equivalent of 1 course credit;

7.3 An internship or field practice course of no less than 45 hours of training per regular semester is assigned an equivalent of 1 course credit;

7.4 A project or work assignment that takes no less than 45 hours per regular semester to complete is assigned an equivalent of 1 course credit;

7.5 A thesis/dissertation or independent study course with a study or research period of no less than 45 hours per regular semester is assigned an equivalent of 1 course credit.

Clause 8 Program structure

8.1 Graduate diploma program – a total of no less than 24 course credits for the entire program.

8.2 Higher graduate diploma program – a total of no less than 24 course credits for the entire program.

8.3 Master's degree program – a total of no less than 36 course credits for the entire program.

Two study plans are available:

8.3.1 Plan A is a research-focused and thesis program divided into 2 types:

Type A 1 is a thesis-only program requiring no less than an equivalent academic work of 36 course credits. Additional non-credit courses or academic activities in which students are required by the program to obtain specific academic achievement may be prescribed.

Type A 2 is a thesis-oriented program requiring no less than an equivalent academic work of 12 credits. Students must also complete all courses prescribed by the program.

8.3.2 Plan B is a coursework-focused program with no thesis. However, students are required to conduct no less than 3 course credits but no more than 6 course credits of independent study or its equivalent.

A choice of Plan A or Plan B program depends on the decision of individual student at the discretion of the program responsible faculty members. The faculty must be notified of the student's plan of study as well as the number of course credits specified in Clause 8.3.1 and Clause

8.3.2, excluding course credits earned for the English foundation course and other foundation courses.

8.4 Doctoral degree program is a research-focused program aims to cultivate academics and professionals with advanced knowledge in a specific discipline. The program is divided into two types:

8.4.1 Type 1 is a research-focused program requiring students to produce a dissertation that generates new knowledge. The program may require students to take additional, non-credit coursework or academic activities and to obtain specific academic achievement as follows:

(1) Type 1.1 – students who hold a master’s degree must complete no less than 48 credits of dissertation work;

(2) Type 1.2 – students who hold a bachelor’s degree must complete no less than 72 credits of dissertation work;

Students admitted to Clause 8.4.1(1) and Clause 8.4.1(2) program must graduate with the same quality and standard of education.

8.4.2 Type 2 is a research-focused plan that requires students to produce a dissertation of high quality capable of making academic and professional advancement. They are also required to take additional courses as follows:

(1) Type 2.1 – students who hold a master’s degree must complete no less than 36 credits of dissertation work and 12 credits of coursework;

(2) Type 2.2 – students who hold a bachelor’s degree must complete no less than 48 credits of dissertation work and 24 credits of coursework;

Students admitted to a program under Clause 8.4.1(1) and Clause 8.4.1(2) program must graduate with the same quality and standard of education.

Clause 9 The number and qualifications of graduate program responsible faculty members and graduate program faculty members shall be in accordance with the criteria prescribed by the University.

Section 3 Faculty members

Clause 10 Number, academic qualifications and other qualifications of program faculty members

10.1 Graduate diploma program

10.1.1 Program faculty members must hold at least a master’s degree or its equivalent and must have at least three academic works, which are not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years. At least one of such works must be based on the results of a research work.

For professional graduate diploma programs, program faculty members must have the qualifications that meet the professional standards of such profession.

10.1.2 At least five of the program responsible faculty members must hold a doctoral degree or its equivalent or at least a master's degree or its equivalent and an academic rank of Associate professor. They must have at least three academic works, which are not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years. At least one of such works must be based on the results of a research work.

In the case where it is imperative for a discipline in which the required number of program responsible faculty members cannot be met or for a program with less than 10 students, the Faculty shall submit the number and academic qualifications of existing program responsible faculty members to the University Council for suitability consideration and to the Higher Education Commission for consideration on a case-by-case basis.

10.1.3 Course instructors must be a regular faculty member or a special instructor who holds at least a master's degree or its equivalent in the specific or related discipline of the program or in the discipline of the course that they teach. They must also have previous teaching experience and at least one academic work, which is not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years.

In case of special instructors, the master's degree requirement may be exempted but they must hold at least a bachelor's degree or its equivalent and have no less than six years of work experience related to the course that they teach. However, special instructors must teach no more than 50 percent of total course time.

In case of professional graduate diploma programs, course instructors must have the qualifications that meet the professional standards of such profession.

10.2 Higher graduate diploma program

10.2.1 Program faculty members must hold a doctoral degree or its equivalent or at least a master's degree or its equivalent and an academic rank of Associate Professor. They must have at least three academic works, which are not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years. At least one of works must be based on the results of a research work.

In case of professional higher graduate diploma programs, program faculty members must have the qualifications that meet the professional standards of such profession.

10.2.2 At least five of the program responsible faculty members must hold a doctoral degree or its equivalent or at least a master's degree or its equivalent and an academic rank of Professor. They must also have at least three academic works, which are not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years. At least one of such works must be based on the results of a research work.

In the case where it is imperative for a discipline in which the required number of program responsible faculty members cannot be met or for a program with less than 10 students, the Faculty shall submit the number and academic qualifications of existing program responsible faculty members to the University Council for suitability consideration and to the Higher Education Commission for consideration on a case-by-case basis.

10.2.3 Course instructors must be a regular faculty member or a special instructor who holds a doctoral degree or at least a master's degree or its equivalent in the specific or related discipline of the program or in the discipline of the course that they teach. They must also have previous teaching experience and at least one academic work, which is not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years.

In case of special instructors, the doctoral degree qualification requirement may be exempted but they must hold at least a master's degree or its equivalent and have no less than four years of work experience related to the course that they teach. However, special instructors must teach no more than 50 percent of total course time.

In case of professional higher graduate diploma programs, program faculty members must have the qualifications that meet the professional standards of such profession.

In case of professional graduate diploma programs, course instructors must have the qualifications that meet the professional standards of such profession.

10.3 Master's degree program

10.3.1 Program faculty members must hold at least a master's degree or its equivalent and must have at least three academic works, which are not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years. At least one of such works must be based on the results of a research work.

10.3.2 At least three of the program responsible faculty members must hold a doctoral degree or its equivalent or at least a master's degree or its equivalent and an academic rank of Associate Professor. They must also have at least three academic works, which are not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years. At least one of such works must be based on the results of a research work.

In the case where it is imperative for a discipline in which the required number of program responsible faculty members cannot be met or for a program with less than 10 students, the Faculty shall submit the number and academic qualifications of existing program responsible faculty members to the University Council for suitability consideration and to the Higher Education Commission for consideration on a case-by-case basis.

10.3.3 There are two types of thesis and Independent Study advisors as follows:

1) Thesis and independent study principal advisors must be a program faculty members who holds a doctoral degree or its equivalent or at least a master's degree or its equivalent and an academic rank of Associate Professor. They must also have at least three academic works, which are not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years. At least one of such works must be based on the results of a research work.

2) Thesis co-advisors (if any) must have the academic qualification and other qualifications as follows:

Thesis co-advisors who are a regular faculty member must have the same academic qualification and academic works as the principal thesis advisors.

Thesis co-advisors who are an external expert must hold a doctoral degree or its equivalent and have no less than ten academic works, which are directly or closely related to the thesis or independent study topic, published in a journal listed in a nationally recognized database or have no less than five academic works, which are directly or closely related to the thesis topic, published in a journal listed in an internationally recognized database.

External experts who do not meet the above academic qualification and academic work requirements, must be a person of highly recognized knowledge, expertise and experience, directly or closely related to the thesis or independent study topic, who have the approval of the University Council. The Higher Education Commission must be informed.

10.3.4 A thesis/independent committee shall have the duties of providing advices and assessing thesis/independent study progress. The Committee shall consist of:

- 1) a principal thesis advisor;
- 2) a thesis co-advisor(s) (if any);
- 3) a program faculty member(s);
- 4) a expert member(s) (if any).

The combined number of Clause 3) and Clause 4) committee members must not be less than the number of thesis advisor(s).

10.3.5 Thesis examiners or independent study examination committee shall have the duties of deliberating student's research competency, comprehensive knowledge in the research topic, written and oral presentation ability as well as intellectual ability and resourcefulness in answering examiners' questions. The Committee shall consist of:

- 1) a principal thesis advisor;
- 2) a thesis co-advisor(s) (if any);
- 3) a program faculty member(s);

4) a expert member(s).

The combined number of Clause 3) and Clause 4) examiners must not be less than the number of thesis advisor(s) and the combined number of thesis examiners must not be less than three persons. Chairperson of the thesis examination committee must not be the principal thesis advisor or co-advisor. Thesis examiners must be appointed by the Faculty Committee and must have the academic qualification, qualifications and academic works as follows:

Thesis examiners who are program faculty members must hold a doctoral degree or its equivalent or at least a master's degree or its equivalent and an academic rank of Associate Professor. They must also have at least three academic works, which are not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years. At least one of such works must be based on the results of a research work.

Thesis examiner who are an external expert must hold a doctoral degree or its equivalent and have no less than ten academic works, which are directly or closely related to the thesis or independent study topic, published in a journal listed in nationally recognized databases or have no less than five academic works, which are directly or closely related to the thesis topic, published in a journal listed in an internationally recognized database or have the required qualifications for a dissertation examiner.

Thesis examiners who are a foreign expert may be allowed to have the thesis sent to them for reading and comments.

External experts who do not meet the above academic qualification and academic work requirements, must be a person of highly recognized knowledge, expertise and experiences, which are directly or closely related to the thesis/independent study topic, who have the approval of the University Council. The Higher Education Commission must be informed.

10.3.6 Comprehensive examination examiners

10.3.6.1 Qualifications

(1) Must be a person who holds a doctoral degree or its equivalent or an academic rank not lower than Associate Professor in a specific or related discipline of the program;

(2) Have experiences in conducting researches which are not a part of their study toward a degree.

10.3.6.2 Composition

A comprehensive examination committee shall consist of a chairperson and three committee members who are appointed by the Faculty Committee. It must have at least three members.

(1) Chairperson of a comprehensive examination committee must hold a doctoral degree or its equivalent or hold an academic rank not lower than Associate Professor in the specific or related discipline of the program.

(2) An external expert or the University's associate official may be invited to be a member or chairperson of a comprehensive examination committee.

10.3.6.3 Duties

It is the duties of the examiners to conduct a written or oral examination in a specific discipline to assess the comprehensive academic knowledge of Plan B master's degree students.

10.3.7 Course instructors must be a regular faculty member or a special instructor who holds at least a master's degree or its equivalent in the specific or related discipline of the program or in the discipline of the course that they teach. They must also have teaching experiences and at least one academic work, which is not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years.

Special instructors must teach no more than 50 percent of total course time.

10.4 Doctoral degree programs

10.4.1 Program faculty members must hold a doctoral degree or its equivalent or at least a master's degree or its equivalent and an academic rank of Associate Professor. They must also have at least three academic works, which are not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years. At least one of such works must be based on the results of a research work.

10.4.2 At least three of the program responsible faculty members must hold a doctoral degree or its equivalent or at least a master's degree or its equivalent and an academic rank of Professor. They must also have at least three academic works, which are not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years. At least one of such works must be based on the results of a research work.

In the case where it is imperative for a discipline in which the required number of program responsible faculty members cannot be met or for a program with less than 10 students, the Faculty shall submit the number and academic qualifications of existing program responsible faculty members to the University Council for suitability consideration and to the Higher Education Commission for consideration on a case-by-case basis.

10.4.3 Dissertation advisors shall have the duties of providing advice and consultation to students on theories, concepts, research methods and the writing of a dissertation. There are two types of dissertation advisor as follows:

1) Principal dissertation advisors must be a program faculty member who holds a doctoral degree or its equivalent or at least a master's degree or its equivalent and an academic rank of Associate Professor. They must also have at least three academic works, which are not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years. At least one of such works must be based on the results of a research work.

2) Dissertation co-advisors (if any) must have the academic qualification and qualifications as follows:

Dissertation co-advisors who are a regular faculty member must have the same academic qualification and academic works as the principal dissertation advisors.

Dissertation co-advisors who are an external expert must hold a doctoral degree or its equivalent and have no less than five academic works published in a journal listed in an internationally recognized database.

External experts who do not meet the above academic qualification and academic work requirements must be a person of highly recognized knowledge, expertise and experiences, which are directly or closely related to the dissertation/independent study topic, who have the approval of the University Council. The Higher Education Commission must also be notified.

10.4.4 A dissertation committee, whose duty is to evaluate the progress of a dissertation, shall consist of:

- 1) a principal dissertation advisor;
- 2) a dissertation co-advisor(s) (if any);
- 3) a program faculty member(s);
- 4) an expert member(s) (if any).

The combined number of Clause 3) and Clause 4) committee members must not be less than the number of dissertation advisor(s).

10.4.5 Dissertation examiners shall have the duties of deliberating student's research competency, comprehensive knowledge on the research topic, written and oral presentation ability as well as their intellectual ability and resourcefulness in answering examiners' questions. The Committee shall consist of:

- 1) a principal dissertation advisor;
- 2) a dissertation co-advisor(s) who is a program faculty member (if any);
- 3) a program faculty member(s);
- 4) an expert member(s).

The combined number of Clause 3) and Clause 4) examiners must be higher than the dissertation advisor(s) and must not be less than five members. Chairperson of the

dissertation examination committee must be an external expert and must not be the principal dissertation advisor or dissertation co-advisor. Dissertation examiners must be appointed by the Faculty Committee and must have the academic qualification, qualifications and academic works as follows:

Dissertation examiners who are a program faculty member must hold a doctoral degree or its equivalent or at least a master's degree or its equivalent and an academic rank of Associate Professor. They must also have at least three academic works, which are not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years. At least one of such works must be based on the results of a research work.

Dissertation examiners who are an external expert must hold a doctoral degree or its equivalent and have no less than five academic works, which are directly or closely related to the dissertation topic, published in a journal listed in an internationally recognized database.

External experts who do not meet the above academic qualification and academic work requirements, must be a person of highly recognized knowledge, expertise and experiences, which are directly or closely related to the dissertation topic, who have been approved by the University Council. The Higher Education Commission must also be notified.

10.4.6 Course instructors must be a regular faculty member or a special instructor who holds a doctoral degree or its equivalent or at least a master's degree or its equivalent and an academic rank of Associate Professor in the specific or related discipline of the program or in the discipline of the course that they teach. They must also have previous teaching experience and at least one academic work, which is not a part of their study toward a degree, disseminated in accordance with the criteria for academic rank appointment in the past five years.

For courses that are not the courses in the program's field of study, course instructors who hold a master's degree or its equivalent and an academic rank lower than Associate Professor may be allowed to become the course instructor.

Special instructors must teach no more than 50 percent of total course time.

Clause 11 Workload of thesis/ dissertation and independent study advisors

11.1 A program faculty member can be an independent study advisor for no more than 15 master's degree students.

For program faculty members who are both thesis and independent study advisor, the workload for supervising one thesis/dissertation student shall be equivalent to the workload for supervising three independent study students. However, the combined number of students under their supervision must not exceed 15 students per semester.

11.2 A program faculty member can be the principal thesis/dissertation advisor for master's degree and doctoral degree students in accordance with the following criteria:

Program faculty members who hold a doctoral degree or its equivalent and have the academic works specified by the Standard Criteria for Graduate Program, they can be a thesis/dissertation advisor for no more than 5 master's degree and doctoral degree students per semester.

Program faculty members who hold a doctoral degree or its equivalent and an academic rank of Assistant Professor or higher or hold a master's degree or its equivalent and an academic rank of Associate Professor or higher, who have the academic works specified by the Standard Criteria for Graduate Program, can be a thesis/dissertation advisor for no more than 10 master's and doctoral degree students per semester.

In the case where it is necessary for a program faculty member, who holds a doctoral degree or its equivalent and an academic rank of Professor, to supervise more than the prescribed number of students, the case must be submitted to the University Council for consideration. However, the number of supervised students submitted to the University Council for consideration must not exceed 15 students. If it is necessary for such program faculty member to supervise more than 15 students, the case must be submitted for the Higher Education Commission's consent on a case-by-case basis.

Section 4 Student Admission

Clause 12 Applicant qualifications

12.1 For master's degree and graduate diploma programs, applicants must hold a bachelor's degree or be in the final semester of a bachelor's degree program of a higher education institution, whose programs are recognized by the Office of the Civil Service Commission (OCSC), and have additional qualifications as prescribed by the program.

12.2 For higher graduate diploma programs, applicants must hold a master's degree or be in the final semester of or expect to graduate from a master's degree program at a higher education institution, whose programs are recognized by the Office of the Civil Service Commission (OCSC), and have additional qualifications as prescribed by the program.

12.3 Doctoral degree programs

12.3.1 Applicants must hold a bachelor's degree from a higher education institution, whose programs are recognized by the Office of the Civil Service Commission (OCSC), with a cumulative GPA of no less than 3.25 or equivalent and are deemed by the program responsible faculty members to have suitable qualifications for admission to the program;

12.3.2 Applicants must hold a master's degree or its equivalent from a higher education institution, whose programs are recognized by the Office of the Civil Service Commission (OCSC), and are deemed by the program responsible faculty members to have suitable qualifications for admission to the program;

12.3.3 Have additional qualifications as prescribed by the program. The University may hold a pre-admission examination to screen applicants and to test whether they meet the University's required academic standards.

Clause 13 Student admission

13.1 The University shall consider applicant suitability by conducting a written examination, an interview or any other methods as approved by the program responsible faculty members and informed to the Faculty for acknowledgement.

13.2 In the case where applicants are awaiting the outcomes of their master's or bachelor's degree program, admission to a program shall be completed upon their submission of their graduation evidence to the University by the prescribed period as prescribed in the "Applicant qualifications" section.

13.3 Full-time students who are a civil servant, government official, government employee or state enterprise employee, admission to a program shall be valid when they have been granted a study leave by the organization of their affiliation.

13.4 Students can concurrently enroll in no more than two graduate programs and must inform the program responsible faculty members of both programs of such enrolment.

13.4.1 Both programs must be offered by the University as two separate programs.

13.4.2 Specific courses and core courses to be shared by both programs must be clearly specified in terms of the required number of courses and course credits.

13.4.3 Students must enroll in their study plans as prescribed by individual program.

13.4.4 Students must register for all the courses prescribed by both programs. For shared courses, students may register for such courses as a part of a specific program.

13.4.5 In the case where students concurrently enroll in both programs, their program responsible faculty members and academic advisors must determine whether students should produce one or two theses/independent study reports. If students will produce a single thesis/dissertation or independent study work, the work must cover or integrate the contents of both programs and the principal thesis/dissertation advisors must come from both programs.

13.5 If a doctoral degree student wishes to change from part-time to full-time study plans or vice versa, he/she must indicate an intention to make such change at least 30 days before the semester begins. They must have the consent of their academic advisor and the program responsible faculty members.

Clause 14 Student status

14.1 Regular student means a student who has all the required qualifications and passed the University's selection process.

14.1.1 Full-time regular student means a student who enrolls in a graduate program at the University and attends classes during the University's official hours on a full-time basis.

14.1.2 Part-time regular student means a student who enrolls in a graduate program at the University and attends classes during some of the University's official hours or outside the official hours.

14.2 Provisional master's degree student is defined as a student who has been admitted to a program on the condition that he/she must earn a cumulative GPA of no less than 3.00 in the first semester to be eligible for a change to a regular student status. The program may set any other conditions.

14.3 Provisional master's degree student is defined as a student who is admitted to a program on the condition that he/she must take additional foundation courses as prescribed by the program or as the program responsible faculty members deem appropriate or as prescribed by the program.

14.4 External student means a person who does not have student status in the University's regular program but is authorized to enroll in some courses, course clusters or to attend a training offered by the University to enrich his/her knowledge.

Clause 15 Duration of study

15.1 Graduate diploma programs - a duration of no more than three academic years.

15.2 Higher graduate diploma programs – a duration of no more than three academic years.

15.3 Master's degree programs – a duration of no more than five academic years.

15.4 Doctoral degree programs – a duration of no more than eight academic years for students with a bachelor's degree, and no more than six academic years for students with a master's degree.

Section 5 Student registration and course registration**Clause 16 Student registration**

Students who are admitted to a program under the University's announcement must report to the University for student registration, with all required evidences, at the date and time specified by the University. Otherwise, they shall be deemed to have relinquished their admission right.

Clause 17 Course registration

17.1 Course registration

17.1.1 Students must have the consent of their academic advisor for course registration.

17.1.2 Doctoral degree students can register for a dissertation course only after they passed the Qualifying Examination (QE).

17.1.3 Full-time regular students must register for a minimum of 6 credits and a maximum of 15 credits of graduate or thesis/dissertation courses per semester, except when they have less than 6 remaining credits toward program completion they shall be permitted to register for less than 6 credits. Students may not register for more than 6 credits in a special semester. In other cases, students must have the consent of their academic advisor and the approval of the program responsible faculty members to register.

Part-time regular students must register for a minimum of 3 credits and a maximum of 15 credits of graduate or thesis/dissertation courses per semester, except when they have less than 6 remaining credits toward program completion they shall be permitted to register for less than 3 credits. Students may not register for more than 3 credits in a special semester. In other cases, students must have the consent of their academic advisor and the approval of the program responsible faculty members to register.

Type 1 doctoral degree program who have not yet passed their qualifying examination shall pay full tuition without having to register for a dissertation course.

17.1.4 Non-compliance with Clause 17.1.3 is permitted with the consent of student's academic advisor and the approval of program responsible faculty members.

17.1.5 Regular students who are re-admitted to a program can transfer their previous academic achievement under Clause 28.2.4.2 – Clause 28.2.4.2 or must register for graduate or thesis/dissertation courses with the consent of their thesis/dissertation advisor and the approval of the Faculty Committee. A new thesis/dissertation committee must be appointed, which can be the original committee, and students may not have to take another qualifying examination or thesis/dissertation proposal examination. However, if there is a change to the thesis/dissertation topic, the provision of Clause 18.2.4.3 shall apply.

17.1.6 Students who have not registered within the period specified by the University shall not be eligible to register for courses in that semester except in case of necessity and students have obtained the approval of the Faculty Committee to register for courses or to maintain their student status as a special case. The registration must be in accordance with the University's calendar.

17.1.7 Course registration period shall be in accordance with the University's announcement in each year.

17.1.8 In case of necessity, students who cannot pay all or part of their tuition and fees may apply to the President for an extension approval through the Student Financial Aid Unit.

Students awaiting scholarship payment, both from within and outside the University, shall be granted tuition and fees extension until they are paid. However, the extension shall be granted to just before the final examination period in each semester. Students must submit relevant documents and evidences of scholarship awarding for an extension consideration.

Students who have no scholarship award or who are awarded insufficient amount of scholarship to cover all tuition and fees must apply for an extension of payment and must pay their tuition and fees in full before the final examination period in each semester. In case of necessity where they cannot do so within that period, the students must apply to enter into an extension agreement with the University and must complete such payment before the final examination period in the last semester before graduation.

17.1.9 The Registrar's Office will check the list of students who have not paid their tuition and fees, except for those who have applied for an extension, and notify students to complete their tuition and fees payment before the mid-term examination period in each semester. If the students have not fully paid their tuition and fees by the specified date, the University will not allow them to take the mid-term examination for that semester. In such case, students must apply for a leave of absence or else their student status shall be terminated.

17.2 Inter-institutional registration

Inter-institutional registration must have the approval of the program responsible faculty members under the following criteria:

17.2.1 The institution that a student wishes to register for a course must be an institution recognized by the Office of the Higher Education Commission (OHEC) or a government agency with the legal authority. It must not be a higher education institution with unlimited number of places for student admissions and must be approved by the Faculty.

17.2.2 For compulsory course inter-institutional registration, the courses must contain no less than three-fourths of equivalent content or learning outcome to those of the courses required by the program. Criteria for inter-institutional registration of such courses are as follows:

17.2.2.1 Being a course required by the program but is not offered at the University in a particular semester and academic year for the reasons approved by the student's academic advisor and the program responsible faculty members.

17.2.2.2 The course being offered at another institution must contain no less than three-fourths of equivalent content or learning outcome to those of the courses required by the program and must have the consent of the student's academic advisor and the program responsible faculty members.

17.2.3 The language of instruction for such courses must be in accordance with the following criteria:

17.2.3.1 Students of a Thai program can register for a course being offered by an English or international or bi-lingual program.

17.2.3.2 Students of an English or international program must register for a course being offered by an English or international or bi-lingual program with a foreign language as the language of instruction only. In the case where it is necessary for students to register for a course in a Thai program, they can apply for a special permission to do so with the consent of their academic advisor and program responsible faculty members.

17.2.3.3 Students of a bi-lingual program can register for a course being offered by an English or international or Thai program.

17.2.4 Course credits and grades earned from inter-institutional courses can be included as part of the academic achievement under the student's study program. A credit transfer equivalency of such courses must be approved by the Faculty Committee.

Clause 18 Late registration, course adding/dropping and withdrawal

18.1 Late registration must be completed within five working days from the registration date specified by the University. Students must pay late registration fee at the rate prescribed by the University.

Upon expiration of the late registration period under paragraph One, if students have not yet registered, they shall not be eligible to register in that semester except in the case of necessity or force majeure event for which students can still register with the approval of the program responsible faculty members. They must pay late registration fee at the rate prescribed by the University,

For regular semesters, late registration must be completed within 30 days of the start date of each semester. Upon expiration of this period, the Dean or Director shall permit students to take a leave of absence for no more than 45 days. In such case, students must pay student status maintenance and late registration fees at the rates prescribed by the University.

18.2 Application for course adding and changing of study group must be completed within two weeks from the start date of a regular semester or within the first week of a special semester at the date and time specified by the University with the consent of their academic advisor and the approval of the course responsible faculty members.

18.3 Application for course dropping must be carried out before the mid-term examination period in a regular semester or within the first two weeks of a special semester with the approval of the students' academic advisor. Dropped courses shall not be recorded in the student's transcript.

The University shall refund 80 percent of tuition fee if a course is dropped within two weeks from the start date of a regular semester or within the first week of a special semester. There shall be no refund for courses in programs with flat rate tuition and fees.

In case of course cancelling by the University, students shall receive full tuition refund.

18.4 Course withdrawal

18.4.1 Application for course withdrawal must be completed within three weeks prior to the final examination period in a regular semester or within the first two weeks but no later than the first four weeks of a special semester. Dropped courses shall be recorded as W in the student's transcript.

18.4.2 Application for course withdrawal can be carried out upon approval by the program responsible faculty members and consent by the student's academic advisor.

18.4.3 After course adding, dropping and withdrawal the remaining number of course credits must not be contrary to or inconsistent with Clause 17.1.3 of the present regulations.

Clause 19 Study duration

Students are eligible to take an examination in a theoretical course or practical course or course with experiments, practices, internship or field practices only when they have attendance time of no less than 80 per cent of total lecture or operation, experiment, practice, internship or field practice time.

Clause 20 Leave of absence

20.1 Students shall have permission to take a leave of absence from their study in one of the following cases:

20.1.1 being enlisted in military services, being mobilized for military training or to participate in a test of military preparedness;

20.1.2 in case of a force majeure event;

20.1.3 doctoral degree students who have completed six years of study, passed their dissertation examination, submitted a manuscript for publication and are awaiting publication of the final academic work to fulfill the requirements for graduation can take a leave of absence, which is not counted as a part of their duration of study, of no more than one academic year.

20.1.4 in case of necessity, students may be permitted to take a leave of absence as the case maybe.

20.2 Students can apply for a leave of absence of one semester each and can take a leave for no more than two consecutive regular semesters, except for a special case that must be permitted with the approval of the Faculty Committee.

20.3 When students are permitted to take a leave of absence the leave period shall be counted as part of their duration of study, except when they are permitted to take a leave of absence under Clauses 20.1.1 - 20.1.3.

20.4 A leave of absence must have the consent of the student's academic advisor and program responsible faculty members and the approval of the Faculty Committee.

20.5 Tuition and educational fees payment

20.5.1 Students who take a leave of absence prior to course registration do not have to pay tuition and fees but must pay the student status maintenance fee.

20.5.2 In the case where students paid their tuition and fees but subsequently need to take a leave of absence due to a force majeure event, they must apply for a leave of absence within two weeks from the start date of a semester and must have the approval of the Faculty Committee. Full refund shall be granted by the University but the students must pay student status maintenance fee.

Clause 21 Termination of Student Status

Students shall have their student status terminated in the following cases:

21.1 Graduation. Students have met all program requirements and have been approved for graduation;

21.2 Resignation. Students who wish to resign their student status shall apply through their academic advisor and program responsible faculty members for the approval the Dean of Director of an institution. While such approval has not been granted the students shall be deemed to still have their student status;

21.3 Failure to complete course registration or pay tuition and educational fees. Students who fail to make course registration or pay tuition and educational fee within six weeks from the start date of a semester, as specified in the University announcement, in any semester shall be deemed to have their student status terminated;

21.4 Death;

21.5 Expired duration of study

Students who cannot complete their study program within the period specified by each program under Clause 15 shall be deemed to have their student status terminated;

21.6 Have cumulative GPA lower than the passing criteria as follows:

21.6.1 For regular students,

In the first semester of study, students in a doctoral and higher graduate diploma program who earn a cumulative GPA less than 2.75 shall have their student status terminated. If their GPA is less than 3.25, they shall be put on academic probation.

In the first semester of study, students in a master's and graduate diploma program who earn a cumulative GPA less than 2.50 shall have their student status terminated. If their GPA is less than 3.00, they shall be put on academic probation.

21.6.2 Regular students in a doctoral degree and higher graduate diploma program who earn a cumulative GPA less than 3.25 in any semester shall be put on academic probation. While on probation, if their semester GPA is less than 3.25, their student status shall be terminated.

Regular students in a master's and a graduate diploma program who earn a cumulative GPA less than 3.00 shall be put on academic probation. While on probation, if their semester GPA is less than 3.00, their student status shall be terminated.

However, these provisions shall not apply to a thesis/dissertation-only program which focuses on thesis/dissertation work.

21.6.3 Provisional students under Clause 14.2 – Clause 14.3 who cannot change their student status to regular student or who cannot fulfill their admission conditions shall have their student status terminated.

21.7 Other cases

Students may have their student status terminated in other cases in accordance with the University regulation on such issue.

Clause 22 Reinstatement of student status

The President may approve a reinstatement of a student who had his/her student status terminated under Clause 21.3 when there is a reasonable cause and with the consent of the Faculty Committee.

In the case of paragraph One, after approval of student status reinstatement by the President, the students will be granted their original student number. The period between the termination of their student status to the reinstatement approval date will be considered as a leave of absence, which will be counted as a part of their duration of study, unless otherwise approved by the University Council on a case-by-case basis. Nevertheless, the combined duration of study must not exceed the period specified in Clause 15.

The reinstatement of student status criteria and procedures shall be as prescribed by the University.

Section 6 Academic Assessment and Evaluation

Clause 23 An academic evaluation will be conducted at the end of each semester as follows:

23.1 Academic assessment shall be based on a letter grading system and grade point average will be calculated by converting the letter grades into grade points whose meanings are as follows:

Grade	Point	Meaning
A	4.00	Excellent
B+	3.50	Very Good
B	3.00	Good
C+	2.50	Fairly Good
C	2.00	Fair
D+	1.50	Fairly Poor
D	1.00	Poor
F	0	Failure
Fe	0	Failure: Absent from examination
Fa	0	Failure: Insufficient attendance, examination denied
W	-	Withdrawal
S	-	Satisfactory
I	-	Incomplete
U	-	Unsatisfactory
Aud.	-	Audit

23.2 For courses that students must earn no less than C or S grade, if students earn less than these they must register for the courses again. For compulsory courses, they must register for the same courses but for elective courses, they may register for any other course.

23.3 F, Fe and Fa shall be awarded in the following cases:

23.3.1 Students fail to achieve the learning outcome prescribed by the program or course (F)

23.3.2 Students committed a breach of examination regulations and were assigned a failing grade (F).

23.3.3 Students were absent from an examination without the permission of the course instructor, program responsible faculty members and the Faculty Committee (Fe).

23.3.4 Students were not permitted to take an examination under Clause 19 (Fa).

23.4 S or U shall be awarded in the following cases:

Foundation courses or courses specified by the program or deemed suitable by the program responsible faculty members to have S or U assessment. Thesis/dissertation or Independent Study courses shall be awarded a letter grade of S when students produce satisfactory study or research outcomes and have no less than 80 percent of class attendance or practical works.

23.5 I shall be awarded in the following cases:

23.5.1 Students did not take an examination or failed to submit academic work due

to illness that can be backed up by a medical certificate. Students must have at least 80 percent of class attendance.

23.5.2 Students did not take an examination or failed to submit academic work due to a force majeure event. The awarding of I shall be at the discretion of the course instructor and program responsible faculty members.

23.5.3 The course instructor and program responsible faculty members deem that course evaluation should be delayed.

23.6 The following procedures must be taken to change the letter grade I:

23.6.1 Students sit for another examination or submit additional work within one month from the University's announcement date of the examination results. In this case, the letter grade I shall not be listed in the transcript.

23.6.2 Work on additional assignment and have it re-assessed by the next semester. Students must register in the course that they received the letter grade I but do not have to pay the registration fee for that course or else they shall be awarded an F or U grade. In this case, the letter grade I shall be listed in the transcript.

23.7 Aud. shall be awarded in the following cases:

23.7.1 U Students who register for audit course with no credit granted must have no less than 80 percent of class attendance or practical works. If they have less than 80 percent of class attendance or practical works they shall be awarded the letter grade of U.

23.7.2 Students who receive Audit (Aud.) for any course cannot have it changed to grade points at later date. Such courses cannot be used as a prerequisite for any continuing course.

23.8 W shall be awarded in the following cases:

23.8.1 Courses that students have been permitted to drop under Clause 18.4.

23.8.2 Students have been permitted to take a leave of absence from study.

23.8.3 Students received a suspension of study penalty.

Clause 24 Counting course credits

24.1 Counting of accumulated registered credits earned by students to fulfill program requirements. Only the course credits for compulsory courses that students received the letter grades of S and B or higher and the course credits for elective courses that students received a letter grade of C or higher shall be counted. In the case where students registered in a course more than once, only the last course credits and the passing grade earned in the last registration shall be counted and included in the calculation of the students' cumulative GPA.

24.2 For students who re-register for a course, the course credits in the last course registration shall be used for a single calculation of students' GPA and cumulative GPA. The original grades earned shall be listed in the transcript for the semester of its registration.

Clause 25 Calculation of Grade Point Average (GPA) and approval of course evaluation

25.1 There are two types of GPA calculation: semester GPA and cumulative GPA.

25.1.1 Semester GPA is calculated from a student's academic achievement in a particular semester by multiplying the number of credits for each course by the grade points earned, then totaling multiplications for all courses and dividing it by total course credits taken in that semester for courses with grade point assessment. Use two decimal points by rounding up from the third decimal point.

25.1.2 Cumulative GPA is calculated from the academic achievement earned by a student from the start of his/her study at the University to the last assessment of his/her academic achievement by multiplying the number of course credits for each course by the grade points earned, then totaling multiplications for all courses and dividing it by total course credits for all courses taken by the student with grade point assessment under Clause 23.1. Use two decimal points by rounding up from the third decimal point.

25.2 Program responsible faculty members and the Faculty Committee shall be responsible for academic assessment and evaluation consideration. In case of problems, the Faculty Committee shall have the authority to make a final decision. The Dean or Director will approve the student academic achievement for each semester.

Clause 26 Program transfer

26.1 Program transfer may be granted when there is a reasonable cause and the students requesting such transfer have studied in the original program for at least one semester.

26.2 Regular students may apply for a program transfer in the same faculty with the consent of the program responsible faculty members of both programs and the approval of the Faculty Committee.

26.3 Regular students may apply for a program transfer to a different faculty or institution with the consent of the program responsible faculty members of both programs and the approval of the Faculty Committee. The faculty responsible for the original program and the receiving faculty must be informed of the transfer.

26.4 Course transfer equivalency in the receiving program shall be in accordance with Clause 27.2.

Clause 27 Changing educational level

27.1 Change of educational level can be a change to a higher or lower level in the same field of study with the consent of the student's academic advisor and the program responsible faculty members as well as the approval of the Faculty Committee.

27.2 transfer equivalency in the program of the new educational level must be in accordance with Clause 28.2.

Clause 28 Course transfer equivalency

28.1 For students who used to take courses or course clusters in another domestic or overseas institution,

28.1.1 Being a course or course cluster in a graduate program or its equivalent that is recognized by the Office of Higher Education Commission or a government agency with the legal authority or foreign institution that has the permission of the Faculty Committee and the consent of the program responsible faculty members;

28.1.2 Being a course or course cluster with no less than three-fourths of core contents of the course requesting course transfer equivalency;

28.1.3 Being a course or course cluster for which students received no less than a letter grade of B or a grade point of 3.00 or its equivalent or a letter credit of S;

28.1.4 Students cannot have a credit transfer equivalency for thesis/dissertation or independent study courses and must re-register for these courses as required by the program.

28.1.5 Course transfer equivalency can be granted for no more than one-third of the total credits required by the receiving program.

28.1.6 The credits for a transfer course or course cluster shall not be included in the calculation of GPA but can be counted as pass credits toward graduation;

28.1.7 Students must have spent a minimum of one academic year at the University and must have registered for a minimum of 12 credits of coursework or thesis/dissertation or independent study as required by the receiving program;

28.1.8 Newly offered program may admit transferred students whose class level and semester are not higher than the ones attended by current students with the consent of the program responsible faculty members.

28.2 For students who used to take a course or course cluster at the University,

28.2.1 Students who had a program transfer under Clause 26 or a change of educational level under Clause 27 can apply for a course transfer equivalency and use transferred credits for GPA calculation.

28.2.2 Holders of a graduate diploma who were admitted to a master's degree program can request course equivalency provided that their academic achievement in such courses must not be lower than B. Transferred credits must be included in the calculation of their GPA.

28.2.3 Students who graduated with a bachelor's degree from the University and took graduate courses, which had not been used as a part of their bachelor's degree graduation requirements, can have a transfer equivalency for the courses that they earned no less than a letter grade of B or S or that they can demonstrate equivalent academic competency to the learning outcome of that course in the master's degree program. However, the transferred credits shall not be included for the students' GPA calculation but can be counted toward program completion.

28.2.4 Students who had their student status terminated and have been re-admitted to the same or a new graduate program through normal selection process can transfer credits earned from previous courses with the consent of the program responsible faculty members and the approval of the Faculty Committee under the following criteria:

28.2.4.1 There is no limit on the number of credits that can be transferred through course transfer equivalency and students' academic achievement, numbers and titles of such course in the year of original enrollment must be recorded. Students must have earned a letter grade of B or a GPA of 3.00 or its equivalent or a letter grade of S for the course or have been found to have adequate learning outcome and academic potential to pass the courses requesting transfer equivalency. However, the transferred credits shall not be included in students' GPA calculation but can be counted toward program completion. Students must register for new compulsory courses required by the current program.

28.2.4.2 For credit transfer equivalency of thesis/dissertation or independent study courses, if there is no change to the thesis/dissertation topic, students can transfer passed thesis/dissertation credits to the current program without having to re-take a qualifying examination and thesis/dissertation proposal defense. Students can have credit transfer equivalency for no more than 90 percent of passed course credits with the approval of the Faculty Committee with the consent of the program responsible faculty members.

Students can also have their academic works, that were previously published or presented at an academic meeting, transferred with the consent of their academic advisor and program responsible faculty members and the approval of the Faculty Committee.

28.2.4.3 If there has been change to the thesis/dissertation topic, students cannot have the credits for previous thesis/dissertation course transferred. They must take a new proposal defense but can be exempted from taking another qualifying examination with the consent of the program responsible faculty members and the approval of the Faculty Committee.

28.2.5 Students cannot have credit transfer equivalency for the course that has been

used as a part of their graduation requirements but have to register for that course again as required by the program unless they have graduated under the provision of Clause 29.2.2.

28.3 For students who previously took courses at University as external students,

28.3.1 Academic achievement transfer shall be granted for all courses that students have studied in a program offered by the University with no limit on the number of courses or credits requesting a transfer.

28.3.2 Being a course or course cluster that students have earned no less than a letter grade of B or a GPA of 3.00 or its equivalent or a letter grade of S. However, students must re-register in rapidly changing courses which shall be determined by the course responsible faculty members on a case-by-case basis.

28.3.3 The method of evaluation for a transfer of academic achievement in a course, course cluster or learning outcome earned from a training shall be as prescribed by the program responsible faculty members with the approval of the Faculty Committee.

28.3.4 Records of students' academic achievement shall comply with the method of evaluation. Transferred credits shall not be included in the GPA calculation but can be counted toward graduation.

28.4 For course transfer equivalency under Clauses 28.1-28.3, if it is a course with rapid change or volatile transformation, students must re-register for that course as determined by the program responsible faculty members and the Faculty Committee on a case-by-case basis.

28.5 Students who wish to have course transfer equivalency must apply to the program responsible faculty members and submit the transcript and description of such course within one month of the start date of a semester as specified in the University announcement. Such application must have the consent of the program responsible faculty members and approval of the Faculty Committee.

Clause 29 Transfer equivalency of knowledge, skills and experiences and the assignment of credits for courses in the non-formal and informal education systems

29.1 Committee for the transfer equivalency of knowledge, skills and experiences and assignment of credits for courses in the non-formal and informal educational systems.

A Transfer Equivalency Committee appointed at a Faculty Committee meeting to deliberate the equivalency of knowledge, skills and experiences in a specific course or course cluster shall consist of at least three committee members who come from the course responsible faculty members and other committee members appointed by the responsible faculty.

The Transfer Equivalency Committee shall have the following powers and duties:

(1) To determine criteria for the equivalency of knowledge, skills and experience and the assignment of credits for courses in the non-formal and informal educational systems, for individual course

and course cluster, which are based on the different methods that are consistent with the learning outcome of the transferred course.

(2) To evaluate knowledge, skills and experiences and assign credits for courses in the non-formal and informal educational systems for individual course or course cluster;

(3) To notify evaluation results to the students, the Registrar's Office, the program responsible faculty members, the Faculty Committee of the students' affiliation and related agencies.

29.2 Eligible students for a request of transfer equivalency of knowledge, skills and experiences must have the following qualifications:

29.2.1 Applicants for a transfer equivalency of knowledge, skills and experiences must be a student at the University;

29.2.2 A transfer equivalency of knowledge, skills and experiences shall be as specified in the University guideline and calendar in each academic year.

29.3 Criteria for a transfer equivalency of knowledge, skills and experiences, assessment and evaluation:

(1) Knowledge equivalency shall be carried out for individual course or course cluster offered for specific educational levels by the University's graduate programs;

(2) The methods of evaluation used in the knowledge equivalency of individual course or course cluster as well as the decision criteria for each method of evaluation shall be as prescribed by the Transfer Equivalency Committee;

(3) Students must pass the evaluation and the evaluation results must demonstrate that they have sufficient learning outcome and academic potential to pass the course that they request transfer equivalency and to pursue more advanced courses. The Committee shall assign credits for such course or course cluster as S/U, which shall not be used in the calculation of students' academic achievement or cumulative GPA;

(4) Work experience equivalency shall be mainly based on the knowledge gained from such experiences to demonstrate sufficient learning outcome and students' academic potential to pass the course that they request equivalency and to pursue more advanced courses;

(5) Students' academic achievement shall be recorded as a letter grade of S, followed by "CKT" (Credits from Knowledge Transfer);

(6) For transfer equivalency of a course or course cluster in the non-formal or informal educational systems, their combined credits shall not exceed one-thirds of the total credits required by the receiving program. Students must have spent a minimum of two regular semesters at the University and registered for a minimum of 12 credits of the coursework or thesis/dissertation required by the receiving program.

29.4 Procedures for the transfer equivalency of knowledge, skills and experiences.

Students who wish to apply for a transfer equivalency of knowledge, skills and experiences can apply, with the consent of their academic advisor and program responsible faculty members, to the faculty or agency responsible for the course that they requesting knowledge, skill and experience transfer equivalency. The transfer equivalency procedures and evaluation method shall be as prescribed by the University. The Transfer Equivalency Committee shall send the results to the Faculty Committee responsible for approval.

29.5 Students can appeal the knowledge, skill and experience transfer equivalency results, through their academic advisor, to the Transfer Equivalency Committee within 15 days from the date that the results are known.

Section 7 Thesis/dissertation and independent study

Clause 30 Qualifying Examination

A qualifying examination is held to assess the knowledge and academic competency of doctoral degree students who must pass it, under the prescribed criteria, to be eligible for the registration, presentation and final oral defense of a dissertation.

- (1) Doctoral degree students who hold a bachelor's degree must pass the qualifying examination within four regular semesters of their doctoral program commencement.
- (2) Doctoral degree students who hold a master's degree must pass the qualifying examination within three regular semesters of their doctoral program commencement.
- (3) Students who did not pass the qualifying examination or have not taken one within the prescribed period shall have their student status terminated.

Clause 31 Thesis/dissertation

31.1 Students can register for a thesis/dissertation course upon approval by their academic advisor.

31.1.1 Plan A 2 master's degree students can register for a thesis course after having been a regular student for at least one semester and having registered for and passed no less than 6 credits of coursework. They must also have a cumulative GPA of no less than 3.00, except for students whose student status had been terminated and have been re-admitted to the program under Clause 28.2.4, who can register for a thesis course in the semester of their readmission.

31.1.2 Doctoral degree students must pass the qualifying examination before registering for a dissertation course. Type 2 doctoral degree students can register for a dissertation course after they have been a regular student for at least one semester, have registered for and passed no less than 6 credits of coursework. They must also have a cumulative GPA of no less than 3.25, except for students whose student status had been terminated and have been re-admitted to

the program under Clause 28.2.4 who can register for a dissertation course in the semester of their readmission.

31. 1. 3 Students can divide course credit for their thesis/dissertation course registration with the consent of their thesis/dissertation advisor, provided that it does not contradict the provision of Clause 17.1.3.

31.2 Thesis/dissertation proposal

31.2.1 After registering for a thesis/dissertation course, students must prepare a thesis/dissertation proposal for submission to their thesis/dissertation advisor for correction and submission to the program responsible faculty members for their consent.

31.2.2 Program responsible faculty members shall forward the thesis/dissertation proposal and a list of proposed thesis/dissertation committee members to the Faculty Committee for approval of the thesis/dissertation topic and appointment of the thesis/dissertation committee members.

31.3 Thesis/dissertation proposal examination and thesis/dissertation evaluation

31.3.1 Students must pass the thesis/dissertation proposal examination and submit a thesis/dissertation progress report to the thesis/dissertation committee every semester.

31. 3. 2 Thesis/Dissertation Committee shall evaluate the progress of a thesis/dissertation work based on the number of credits that students have registered for in each semester. A letter grade of S shall be awarded to research with satisfactory progress and U to students who failed to conduct the research as planned. Students who passed a thesis/dissertation examination and submitted the thesis/dissertation shall be awarded a letter grade of S for all thesis/dissertation credits.

31.3.3 Students who have registered for a thesis/dissertation course but failed to produce consistent work for two consecutive semesters shall be awarded a letter grade of U. The Thesis/Dissertation Committee may recommend the students to discontinue their work on a specific thesis/dissertation topic with the consent of the program responsible faculty members and the approval of the Faculty Committee.

31.4 Change of thesis/dissertation topic and the number of thesis/dissertation course credits

31.4.1 In the case where the Thesis/Dissertation Committee deems it appropriate to have a student change his/her thesis/dissertation topic or previously approved number of course credits due to an academic impasse or a force majeure event, the student, with the consent of the program responsible faculty members, must apply for a change of thesis/dissertation topic and enclose a new thesis/dissertation proposal as specified in Clause 31.2 for the Dean's approval, to the Dean for approval.

31.4.2 In case of minor adjustment to a thesis/dissertation title for compliance with the final research results with no significant change to the research objectives, as recommended by the Thesis/Dissertation Committee, students shall apply, through their academic advisor and program responsible faculty members, to the Dean for approval of the new thesis/dissertation title without having to enclose a new research proposal.

31.4.3 Students who have applied for a change of thesis/dissertation topic must re-register and pay the thesis/dissertation tuition again except in the case of minor adjustment under Clause 31.4.2.

Clause 32 Thesis/dissertation examination

32.1 Students are entitled to apply for a thesis/dissertation examination with the approval of the Thesis/Dissertation Committee by submitting a name list of the thesis/dissertation examination committee members and the examination date to the program responsible faculty members for their consent and to the Faculty Committee for consideration, approval and appointment of the thesis/dissertation examination committee members.

32.2 Students must submit a thesis/dissertation draft to each of the Thesis/Dissertation Examination Committee members at least two weeks before the thesis/dissertation examination date. If they cannot do so, the Thesis/Dissertation Examination Committee may defer the examination to a later date, no less than two weeks but no more than one month from the date that the Committee members receive the thesis/dissertation draft.

32.3 The Thesis/Dissertation Examination Committee shall be responsible for the thesis/dissertation examination. A letter grade of S shall be awarded for satisfactory outcome. In case of unsatisfactory outcome, students can take the examination again within the period prescribed by the Thesis/Dissertation Examination Committee.

32.4 Students who have passed their thesis/dissertation examination shall revise it in compliance with the Thesis/Dissertation Examination Committee's recommendations. For minor but time-consuming revision, the Thesis/Dissertation Examination Committee may set a submission date to more than 30 days but no more than 60 days from the examination date. Failure to submit a thesis/dissertation by such date shall result in the awarding of a letter grade of U. After thesis/dissertation submission, the faculty shall examine the thesis/dissertation format in accordance with the University's thesis/dissertation writing and publication guidelines within 30 days of the submission. An electronic copy of the thesis/dissertation must be produced as specified by the University announcement.

32.5 Master's degree theses should be written in English while doctoral dissertations must be written in English.

32.6 Thesis/dissertation examinations shall be an open examination that can be attended by all interested persons, except for a thesis/dissertation topic that has been conducted in collaboration with an organization who wishes to keep it confidential. In such case, permission for a closed examination must be obtained from the Dean or Director on a case-by-case basis.

32.7 The rights to a thesis/dissertation shall belong to the University unless otherwise agreed with the thesis/dissertation research sponsor.

Clause 33 Independent Study

The Faculty Committee shall set guidelines for the conducting of independent study by Plan B master's degree students which are not conflicting with the present regulations.

33.1 The Comprehensive Examination Committee under Clause 34.3.3 (a) shall be as prescribed in Clause 10.3.6.

33.2 The Independent Study Examination Committee in Clause 34.3.3 (b) shall be as prescribed in Clause 10.3.5.

33.3 An independent study examination shall be an open examination that can be attended by all interested persons, except for an independent study topic that has been conducted in collaboration with an organization who wishes to keep it confidential. In such case, permission for a closed examination must be obtained from the Dean or Director on a case-by-case basis.

Section 8 Graduation

Clause 34 Students shall be awarded a diploma or degree from the University when they have all qualifications as follows:

34.1 Graduate diploma students must have obtained all course credits and passed all courses required by the program structure with a cumulative GPA of no less than 3.00.

34.2 Higher graduate diploma students must have obtained all course credits and passed all courses required by the program structure with a cumulative GPA of no less than 3.25.

34.3 Master's degree students

34.3.1 Plan A, Type A 1 students,

(a) must have presented a thesis and passed the final oral defense; and

(b) have at least one full paper, which is based on their thesis or a part of their thesis work, published or at least accepted for publication in an international journal or have other equivalent work which has been approved by the Faculty Committee.

34.3.2 Plan A, Type A 2 students,

(a) must have obtained all course credits and passed all course examinations as prescribed by the program structure with a GPA of no less than 3.00 on a 4-point scale or its equivalent; and

(b) must have presented a thesis, passed the final oral defense and have their thesis or part of their thesis published or at least accepted for publication in a national or international journal or presented at an academic conference. Such paper must be a full paper that has been published in the conference's refereeing proceedings.

34.3.3 Plan B students,

(a) must have obtained all course credits and passed all course examinations as prescribed by the program structure with a GPA of no less than 3.00; and

(b) must have presented an independent study work and passed an oral or written comprehensive examination; and

(c) must have presented an independent study work and passed the final oral examination.

34.3.4 must have passed an English language examination under the criteria prescribed by each program. If no criteria have been specified by the program, the University's criteria shall apply.

34.4 Doctoral degree students,

34.4.1 must pass the final oral dissertation defense;

34.4.2 must pass an English examination in accordance with the criteria prescribed by each program or as specified in the University announcement.

34.4.3 Type 1 plan students,

(a) must have obtained all dissertation credits as required by the program structure;

(b) must have presented a dissertation that can demonstrate new academic discovery, initiative or original criticism;

(c) must have no less than two full papers, which are based on their dissertation or part of their dissertation, published in an international journal listed in a standard refereeing database.

34.4.4 Type 2 plan students

(a) must have obtained all course credits and passed all course examinations as required by the program structure;

(b) must have a cumulative GPA of no less than 3.25;

(c) must have presented a dissertation that can demonstrate new academic discovery, initiative or original criticism;

(d) must have disseminated academic work in one of the following forms:

(1) have no less than two full papers, which are based on their dissertation or a part of their dissertation work, published or at least accepted for publication in an international academic journal listed in a standard refereeing database; or

(2) have no less than one full paper, which is based on their dissertation or a part of their dissertation work, published or at least accepted for publication in an international academic journal listed in a standard refereeing database; and

(2.1) have no less than two full papers published in a regional or national refereeing journal; or

(2.2) have no less than two research papers presented at an international academic conference with their full papers published in the conference's refereeing proceedings; or

(2.3) have at least one full paper published in a regional or national refereeing journal and at least one research paper presented at an international conference with its full paper published in the conference's refereeing proceedings.

Clause 35 Students must fully comply with the requirements of each program with the consent of the program responsible faculty members and the Faculty Committee.

Clause 36 For degree awarding consideration, in addition to students' academic achievement, the Faculty Committee shall also take into consideration the behaviors, moral and ethical conducts that the students have displayed throughout the time of their study at the University to the submission date of their names for degree awarding to the University Council. This is to ensure that the students are worthy of the honors and privileges vested on them by the University.

Section 9 Appeal

Clause 37 Appeal

When the University has considered and issued a directive or judgement on any matter related to the present regulations, if a student disagrees with such directive or judgement, he/she is entitled to submit an appeal to the University within 30 days of the date that they have acknowledged the said directive or judgement, as the case may be.

Clause 38 When the original judgement is confirmed by the Appeal Committee appointed by the University, the Committee's decision shall be final. If the Committee decided that the original resolution should be altered, the matter shall be presented to the President for consideration and final decision. The President's directive or judgement shall be final.

A meeting to deliberate an appeal must be attended by no less than half of all committee members to constitute a quorum. A final decision shall be decided by a majority vote. In the case of an equality of votes, the chairperson of the meeting shall have the casting vote.

The Appeal Committee shall consist of:

1. A Vice-President or an authorized person as the committee chairperson;
2. Three representatives from the Academic Council as committee members;
3. A representative from the faculty of the student's affiliation as committee member and secretary.

No more than two university officials shall be appointed as assistant secretaries. The Appeal Committee shall have the powers to consider student's appeal and must completed it deliberation within 90 days of the date that it received an appeal from the Faculty Committee.

Transitory Provision

Clause 39 The Thesis/Dissertation Committee or Thesis/Dissertation Examination Committee that have been appointed before the announcement of the present regulations shall remain the appointed Thesis/Dissertation Committee or Thesis/Dissertation Examination Committee until such students have graduated or have their student status terminated.

Clause 40 Any action that has taken place before the effective date of the present regulations and has not yet been concluded when the present regulations come into force shall continue to function in compliance with the Standard Criteria for Graduate Program, B.E. 2558 (2015) and the relevant standard criteria issued by the Ministry of Education until its completion.

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(Dr. Thongchat Hongladarom)

Chairman of the University Council of
King Mongkut's University of Technology Thonburi