



**Thammasat University Regulations
on Graduate Education, B.E. 2568**

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It is appropriate to revise the Thammasat University Regulations concerning Graduate Education.

By virtue of the power under Section 23 (2) of the Thammasat University Act B.E. 2558, the University Council, in its meeting No. 3/2568 on 25 March B.E. 2568, therefore approved the issuance of the following regulations:

Clause 1 This regulation shall be called "Thammasat University Regulations on Graduate Education, B.E. 2568".

Clause 2 This regulation shall take effect from the day following the date of announcement onward.

Clause 3 The following shall be repealed: (1) Thammasat University Regulations on Graduate Education, B.E. 2561 (2) Thammasat University Regulations on Graduate Education (No. 2), B.E. 2564 (3) Thammasat University Regulations on Graduate Education (No. 3), B.E. 2565.

Clause 4 In this regulation:

"University" means Thammasat University.

"University Council" means Thammasat University Council.

"Rector" means the Rector of Thammasat University.

"Faculty" includes colleges, institutes, or other units of the University that provide graduate education.

"Dean" includes directors of institutes or heads of other units that provide graduate education.

"Faculty Committee" includes committees of colleges, institutes, or other units that provide graduate education.

"Director of Graduate Education" means the Director of Graduate Education or Director of Graduate Education Service Programs in each faculty who is appointed by the dean.

"Graduate Education Committee" means the Graduate Education Committee of each faculty who is appointed by the dean.

"Graduate education" means education at the graduate certificate level, master's degree curricula, and doctoral degree curricula of the University.

"Curriculum" means graduate education curriculum.

"Academic semester" means academic semester in the semester system or trimester system but does not include summer semester.

"Other higher education institution" means another university or higher education institution established under Thai law that meets standards and is recognized by the University or is a foreign university or higher education institution recognized by the University.

"Curriculum requirements" means the requirements concerning criteria and conditions for study of a curriculum as approved by the University Council.

"Registrar" means the Director of the Office of Student Registration.

"Credit transfer" means the transfer of courses for formal education in cases where students have studied courses from other higher education institutions.

"Knowledge transfer" means the application of knowledge from non-formal education, informal education, or work practices in enterprises that have signed cooperation agreements with the University to be transferred as courses and credits of the curriculum.

"Non-formal education" means education that has flexibility in determining objectives, formats, methods of educational management, duration of study, measurement and evaluation, which are important conditions for successful completion of education, where content and curriculum must be appropriate and consistent with the conditions, problems and needs of each group of individuals.

"Informal education" means education that allows learners to learn by themselves according to their interests, potential, readiness and opportunities, by studying from people, experiences, society, environment, media, or other sources of knowledge.

"Work practice in enterprises" means education in the form of learning from actual work practice in enterprises that have the status of government agencies, private agencies, international organizations, or other agencies that have signed cooperation agreements with the University.

Clause 5 The Rector shall be responsible for implementing this regulation and shall have the power to issue university announcements to implement this regulation.

Chapter 1

Education System and Academic Advisors

Clause 6 The University provides education based on the principle of academic coordination between faculties. Whichever faculty has the duty to provide education in any academic field shall provide education in that academic field to students of all faculties of the University. If any other faculty that does not have the duty to manage teaching and learning in that course and there are necessary reasons to provide teaching of that course themselves, that faculty must seek approval from the University Council.

Clause 7 The University's education management has two systems as follows:

(1) The semester system is education management where one academic year has two academic semesters, namely the first semester and the second semester, and may also have a summer semester following the second semester.

(2) The trimester system is education management where there are three academic semesters per one academic year, namely the first semester, the second semester, and the third semester.

The education management under paragraph one may design teaching and learning methods by dividing study periods according to study topics that have learning volumes equivalent to the semester system or trimester system.

The University Council has the authority to consider and approve the education system according to paragraph one, which will be adopted by any curriculum.

Clause 8 In the semester system, each academic semester shall have a duration of not less than fifteen weeks, and the summer semester shall have a duration of not less than six weeks, but study hours in each course shall be increased to equal those of a regular semester.

In the trimester system, each academic semester shall have a duration of not less than twelve weeks and not more than fourteen weeks.

Each course offered may use a study duration different from paragraph one or paragraph two but must have a study volume per credit score of not less than that specified in Clause 10.

Clause 9 The dates and times for conducting teaching and learning shall be in accordance with curriculum requirements.

Clause 10 Credits scores for courses in curricula shall be calculated according to study volume, where one credit score equals the following study volumes:

(1) Semester System

(1.1) For theoretical courses, there shall be time for lecture or problem discussion of not less than one hour per week or not less than fifteen hours per semester,

(1.2) For practical courses, there shall be training or laboratory session of not less than two hours per week or not less than thirty hours per semester,

(1.3) For internship or fieldwork training, there shall be training time of not less than three hours per week or not less than forty-five hours per semester,

(1.4) For project work or other assigned learning activities, there shall be time to complete projects or activities of not less than three hours per week or not less than forty-five hours per semester,

(1.5) For thesis, dissertation, or independent study, there shall be time to study and research of not less than three hours per week or not less than forty-five hours per semester.

(2) Trimester System

(2.1) For theoretical courses, there shall be time for lecture or problem discussion of not less than one hour per week or not less than twelve hours per semester,

(2.2) For practical courses, there shall be training or laboratory sessions of not less than two hours per week or not less than twenty-four hours per semester,

(2.3) For internship or fieldwork training, there shall be training time of not less than three hours per week or not less than thirty-six hours per semester

(2.4) For project work or other assigned learning activities, there shall be time to complete projects or activities of not less than three hours per week or not less than thirty-six hours per semester,

(2.5) For thesis, dissertation, or independent study, there shall be time to study and research of not less than three hours per week or not less than thirty-six hours per semester.

Clause 11 The determination of total credit scores and educational management formats of curricula shall follow the criteria as follows:

(1) Graduate certificate: semester system must be not less than twenty-four credits or must be not less than thirty credits for trimester system,

(2) Master's degree: There must be not less than thirty-six credits for semester system or must be not less than forty-five credits for trimester system. Studies can be conducted in two plans as follows:

(2.1) Plan 1 (Academic Type) is an educational plan that emphasizes learning research methodology, divided into two formats as follows:

(2.1.1) Educational plan that requires thesis completion only,

(2.1.2) Educational plan that includes coursework and thesis, with thesis credits in semester system not less than twelve credits or not less than fifteen credits in trimester system.

(2.2) Plan 2 (Professional Type) is an educational plan that emphasizes coursework and independent research for professional knowledge application without requiring a thesis completion, with independent study credits in semester system not less than three credits but not exceeding six credits, or not less than four credits but not exceeding seven credits in trimester system.

(3) Doctoral degree: To complete the Doctoral degree, master's degree graduates must have total credits throughout the curriculum not less than forty-eight credits, and bachelor's degree graduates must have total credits throughout the curriculum not less than seventy-two credits. Studies can be conducted in two plans as follows:

(3.1) Plan 1 is a research emphasis plan with thesis that generates new knowledge. Faculties may require additional coursework or other academic activities without counting credit scores but

must have achievements according to curriculum requirements, which can be divided into two plans as follows:

(3.1.1) Plan 1.1: Master's degree graduates must complete thesis of not less than forty-eight credits,

(3.1.2) Plan 1.2: Bachelor's degree graduates must complete thesis of not less than seventy-two credits,

(3.2) Plan 2 is a research emphasis with high-quality thesis that generates academic and professional advancement with additional coursework, which can be divided into two plans as follows:

(3.2.1) Plan 2.1: Master's degree graduates must complete thesis of not less than thirty-six credits and take additional coursework of not less than twelve credits,

(3.2.2) Plan 2.2: Bachelor's degree graduates must complete thesis of not less than forty-eight credits and take additional coursework of not less than twenty-four credits.

Clause 12 Faculties may assign academic advisors to perform duties of guidance or consultation regarding academic planning and other procedures to oversee student conduct and monitor students' academic progress.

Chapter 2

Changing of Study Plans and Changing of Education Levels

Clause 13 In cases where faculties provide master's degree education in any field with two study plans, students may request to change study plans by submitting a request with reasons through academic advisor or Director of Graduate Education to the dean for consideration and approval. However, students studying in Plan 1 (Academic Type) must submit the request before thesis examination, and students studying in Plan 2 (Professional Type) must submit the request before dissertation examination or independent study examination.

Clause 14 Students studying at master's degree in any field may change to doctoral degree study in the same field, or students studying at doctoral degree level in any field may change to master's degree study in the same field under conditions specified in the curriculum requirements of the curriculum they wish to change to.

To request for change of education level according to paragraph one, students shall submit a request to the curriculum management committee of the curriculum they wish to change to for the dean for consideration and approval. The study duration is counted from registration as a student in the original curriculum before changing education level.

Chapter 3

Study Duration

Clause 15 The maximum duration of study must not exceed twice the study duration of the curriculum. If wanting to set the study duration to be less than or more than this, approval must be obtained from the University Council, and it must be specified in the curriculum requirements.

Students whose study time exceeds twice the curriculum's study duration or exceeds the time specified in the curriculum requirements must be removed from student registration.

Clause 16 If students in one curriculum request to transfer to study in another curriculum, the study duration in the original curriculum shall be added to the study duration in the transferred curriculum.

Clause 17 In cases where students have completed the curriculum plan and passed thesis, dissertation, or independent study examinations and have reached the time limit according to Clause 15, but are still waiting for acceptance letters for publication/dissemination of their thesis, dissertation, or

independent study work, students may request extension of study duration by submitting a request to the dean for consideration and referring to the Rector for consideration and approval to extend the duration until publication/dissemination is received.

In addition to requesting extension according to paragraph one, students who experience health problems or force majeure circumstances may request extension of study duration for two semesters at a time but the extension should not exceed four semesters.

Students who wish to request extension of study duration according to paragraph one shall submit a request with evidence to the dean for consideration and referring submission to the Rector for consideration and approval before the study duration deadline or not exceeding thirty days from the last date of the study duration according to Clause 15.

Clause 18 Students whose study time exceeds the duration according to Clause 15 and do not have time extension granted according to Clause 17 must be removed from student registration.

Chapter 4 Admission

Clause 19 The selection of students into any curriculum shall be in accordance with the admission criteria specified in the curriculum requirements of that field.

The criteria and methods for application and selection of persons for admission shall be as announced and determined by the University.

In addition to the selection according to paragraph one and paragraph two, faculties may admit persons through other methods that have received approval from the Rector.

Clause 20 Students must have general qualifications and must not have prohibited characteristics as follows:

- (1) Students have completed minimum education levels as specified in curriculum requirements.
- (2) Students have foreign language qualifications as announced and determined by the Rector with approval of the University Executive Committee.
- (3) Student is not ill or in a condition that would be a serious obstacle to the study.
- (4) Student is not a person who behaves in contrary to good morals or has seriously disgraceful behaviour.
- (5) Students must not have been expelled from the University or other higher education institutions for disciplinary violations within ten years before applying for the study.

In addition to the qualifications and prohibited characteristics under paragraph one, persons who will be admitted to any curriculum must have specific qualifications according to the curriculum requirements and according to university announcements concerning admission.

The specification of qualifications according to (1) may specify academic performance levels or cumulative grade point averages from education to screen knowledge or ability to study in that curriculum according to the curriculum requirements. In cases where curriculum requirements specify that academic result in undergraduate education must be at the very good level. Therefore, those with cumulative grade point average of 3.25 or higher shall be considered to have academic results at the very good level.

Clause 21 The specification of qualifications according to Clause 20 (1) in curriculum requirements shall be in accordance with criteria and standards for graduate-level curricula of the Higher Education Standards Committee.

Clause 22 Students who are currently studying in a curriculum of the University may not be admitted to another curriculum of the University, except when study in the original curriculum is not an

obstacle to study in the curriculum they wish to be admitted. In that case, the Rector may approve them to enter another curriculum.

Chapter 5 Student Registration

Clause 23 Those who pass the admission must register as students according to criteria and methods determined by the Registrar within fourteen days from the first day of the academic semester, except with some necessities, the Registrar may permit extension of registration but must not exceed the first semester of the year of entry.

Those who pass admission using educational qualifications from foreign countries must submit educational qualification certificates to the faculty on the day of student registration. However, if unable to submit them, the Registrar may grant extension to submit them later but must not exceed the first semester of the year of entry. If still unable to submit after the extension period has ended, the Registrar shall revoke student registration.

Clause 24 Those who have registered as students under any curriculum may not transfer curricula, except when there are reasons and necessities, students shall submit a request with reasons to the dean to request approval from the faculty committee.

Requests for curriculum transfer must be approved by the faculty committee of the curriculum they wish to transfer to study. Once the approval according to paragraph one is received, the study duration from being a student in the original curriculum shall be included in the overall study duration.

Clause 25 If it is discovered that a person who has registered as a student does not have qualifications or has prohibited characteristics according to Clause 20, or has used false documents for registration, the Registrar shall propose to the Rector to revoke the student registration of that person.

If a case in paragraph one is discovered when the offender has already graduated, the Rector shall propose to the University Council to revoke the degree certificate of that person.

Chapter 6 Course Enrolment

Clause 26 The University shall arrange and complete the course enrolment and thesis, dissertation, and independent study enrolment for each academic semester before the first day of that academic semester.

For the quality of educational management, deans may set conditions or limit the number of students who will enrol for any course by issuing faculty announcements.

Announcements to open additional courses or close any courses that already have students enrolled must be made within seven days from the first day of the academic semester or four days from the first day of the summer semester.

Clause 27 Course enrolment shall be in accordance with conditions specified in curriculum requirements. Any student who wishes to enrol for a course that has prerequisite conditions for enrolment may be exempted according to university announcements.

Course enrolment shall be conducted according to criteria, methods, and schedules announced and determined by the Rector.

If students have any debts with the University, they must settle them completely before being eligible for enrolling for courses, except with approval from the Rector.

After students have enrolled for courses, they must verify their registration results within a reasonable period. If errors are found, students must request approval to correct course enrolment from

the dean. However, students must provide evidence to support when requesting for the dean's consideration. Once the dean approves, the Office of Student Registration shall be notified to proceed with alteration of the course enrolment accordingly.

Students who do not enrol for courses by the deadline according to paragraph one may request for the late enrolment, but students must proceed within fourteen days from the first day of that academic semester or seven days from the first day of that summer semester, and students must pay daily late enrolment penalties specified in the university announcement concerning educational fee rates.

Clause 28 The maximum number of credits for course enrolment in each academic semester shall be in accordance with curriculum requirements or as announced and determined by the dean with approval of the faculty committee.

Clause 29 Students in graduate certificate and master's degree curricula who earn grades not lower than C or S in compulsory courses of the curriculum may not enrol for that course again, except when curriculum requirements specify otherwise.

Students who receive grades lower than C or U in compulsory courses of the curriculum may enrol for that course one more time. If they earn grades lower than C or U in the subsequent enrolment, they must be removed from student registration.

Students who earn grades lower than C or U in elective courses must enrol for that course repeatedly until they earn grade C or higher, or S, or may enrol for other elective courses of the curriculum instead.

Clause 30 Students in doctoral degree curricula who earn grades not lower than B or S in compulsory courses may not register for that course again, except when curriculum requirements specify otherwise.

Students who earn grades lower than B or U in compulsory may enrol for that course one more time. If they earn grades lower than B or U in the subsequent enrolment, they must be removed from student registration.

Students who earn grades lower than B or U in elective courses must enrol for that course repeatedly until they earn grade B or higher, or S, or may enrol for other elective courses of the curriculum instead.

Clause 31 Any student who does not enrol for courses in any semester and does not request academic leave according to Clause 85 shall be removed from student registration.

Clause 32 The Rector, upon recommendation of the dean, may approve students to enrol for courses offered by other higher education institutions, considering them as part of the education according to that student's curriculum in the following cases:

(1) The University has an agreement concerning student exchange program with the higher education institution where the student will study.

(2) Scholarship condition specify that students have to study at other higher education institutions from government departments, state agencies, civil society organizations, or non-profit organizations.

(3) Students wish to study at other higher education institutions.

Clause 33 In cases where the University has agreements concerning student exchange programs with other higher education institutions, or has agreements between the University or other organizations with the objective for the University or faculties to admit persons to study in courses of the University or faculties, the Rector may approve persons who are not students of the University to enrol for courses of the University.

Persons who enrol for university courses according to paragraph one must pay fees at the rate specified in the university announcement concerning educational fee rates.

Chapter 7

Adding Courses and Withdrawing Courses

Clause 34 Adding courses after initial enrolment can be done within fourteen days from the first day of the academic semester or within seven days from the first day of the summer semester. Some cases are exceptions where there are reasonable grounds, the dean may approve adding courses after such deadline, but it must not exceed the last day of the semester or summer semester depending on cases. One concern is that there is sufficient study time throughout the semester according to curriculum and course requirements.

There must be an approval from the instructor of that course to adding courses according to paragraph one first. Adding courses after the deadline, students must pay daily penalties fees for that course at the rate specified in the university announcement concerning educational fee rates.

Clause 35 Requesting to withdraw from courses that have already been enrolled can be done in the following cases:

(1) Students request to withdraw from the course within fourteen days from the first day of the academic semester or within seven days from the first day of the summer semester, then the courses shall be deleted.

(2) Students request to withdraw from the course after the deadline in (1) but not exceeding the first ten weeks of the academic semester or the first four weeks of the summer semester, then the letter W shall be recorded for that course.

(3) Students request to withdraw from the course after the deadline in (2) but not exceeding the last day of the academic semester or summer semester can be done when there is a necessity with approval from the dean upon recommendation of the instructor of the course being requested withdraw, then letter W shall be recorded for that course.

Chapter 8

Course and Credit Transfer

Clause 36 Students may request to transfer courses and credit scores obtained from studying as the compulsory courses of the curriculum they are currently studying:

(1) Curricula that the University provides education or provides education jointly with other organization,

(2) Master's degree curricula that is an extension of graduate certificate curricula of the University in the same field.

The dean with approval of the faculty committee has the authority to approve course and credit scores transfer.

Clause 37 Course and credit transfer shall be done according to the following criteria:

(1) Transferring of courses and credit scores obtained from study according to Clause 36 (1) can be done without the number of credit score limitation. However, students may request transfer for only coursework.

(2) Transferring of courses and credit scores obtained from study according to Clause 36 (2) can be done but limited to forty percent of the number of credits in the curriculum being studied.

(3) In case of transferring to be compulsory courses and credit score, students must have been studied and completed the courses not more than eight years from the semester of registration up until the date of requesting course and credit scores transfer.

(4) In case of transferring elective courses and credit scores of the curriculum, students must have been studied in that curriculum and completed the courses not more than ten years from the semester of registration up until the date of requesting course and credit transfer.

(5) For master's degree and graduate certificate level study, courses and credits to be transferred must have academic results of grade C or higher or equivalent, or grade S,

(6) For doctoral degree level study, courses and credit scores to be transferred must have academic results of grade B or higher or equivalent, or grade S.

In addition to the criteria in paragraph one, the dean with approval of the faculty committee may establish additional criteria, methods, and details for course and credit transfer if they do not conflict with paragraph one, by issuing faculty announcements and reporting to the Rector for consideration, verification, and objection.

Clause 38 Academic results shall be recorded for courses that have been approved for course and credit transfer as follows:

(1) In cases of course transfer according to Clause 36 (1), academic result should be recorded as obtained,

(2) In cases of course transfer according to Clause 36 (2), letter ACC should be recorded.

Chapter 9

Credit Transfer and Knowledge Transfer

Clause 39 The Academic Policy Committee shall be responsible for supervising the systems and mechanisms of transfers to ensure quality and standards. The faculty-level and curriculum-level committees shall be responsible for validating and evaluating of transfer by having curriculum committee and instructors participating in such operations.

Clause 40 Credit and knowledge transfer for formal education and the knowledge transfer, when combined, must not exceed half of the total credit scores of the curriculum.

Clause 41 Students may request credit transfer for courses and credits that have equivalent course content and have evaluation or assessment criteria that is equivalent to courses in the curriculum being studied, with the dean having authority to approve credit transfer with approval of the faculty committee, according to the following criteria:

(1) The course must have essential content covering the course or course group being requested to be transferred,

(2) The course must not be courses in a curriculum from which that student was previously removed from student registration,

(3) Students requesting transfer must have been studied not more than eight years from the semester of registration and passing the course up to the date of requesting credit transfer,

(4) Courses to be requested for transfer must have academic results of grade B or higher, or equivalent,

(5) The courses must be courses studied at the graduate level and only the credit from coursework can be transferred.

In addition to the criteria in paragraph one, the dean with approval of the faculty committee may establish additional criteria, methods, and details for credit transfer if they do not conflict with paragraph one, by issuing faculty announcements and reporting to the Rector for consideration, verification, and objection.

Clause 42 Academic results shall be recorded for courses that have been approved for credit transfer as follows:

(1) For students who have studied undergraduate in joint curricula program, academic results shall be recorded as earned or for courses with academic results of grade B or higher, the letter ACC may be recorded. This can be done according to criteria announced and determined by the dean with approval of the faculty committee,

(2) For other students except those in (1), the letter ACC shall be recorded for courses with academic results of grade B or higher.

Clause 43 Knowledge transfer shall be in accordance with criteria and methods announced and determined by the Rector with approval of the University Executive Committee.

Clause 44 The dean upon approval of the faculty committee has the authority to approve knowledge transfer, with academic results recorded as the letter ACC for courses or course groups that have been approved for knowledge transfer.

Chapter 10

Comprehensive Examinations and Qualifying Examinations

Clause 45 Comprehensive examinations for master's degree students shall be according to the following criteria and conditions:

(1) Comprehensive examinations may be conducted using written examination, oral examination, or both as specified in curriculum requirements.

(2) Students must have qualifications to take comprehensive examinations according to curriculum requirements and submit a form to the faculty to request for an examination.

(3) Comprehensive examinations may be organized not more than three times per academic year.

(4) There shall be a comprehensive examination committee appointed by the dean with duties to conduct comprehensive examinations and determine comprehensive examination results.

(5) Examination results shall be designated as letter P (Pass) or N (Not Pass).

(6) Students must pass comprehensive examinations with letter P (Pass) within not more than three attempts, except when curriculum requirements specify fewer than three attempts. This shall be according to the requirements of that curriculum. If unable to pass the examination, students must be removed from student registration, and all examination results shall be recorded on the transcript.

Clause 46 Qualifying examinations for doctoral degree students shall be according to the following criteria and conditions:

(1) Examinations may be conducted using written examination or oral examination, or both according to examination criteria specified in curriculum requirements.

(2) Students must have qualifications to take qualifying examinations according to curriculum requirements and submit a form to the faculty to request examination.

(3) Students must pass qualifying examinations with letter P (Pass) within not more than three attempts, except when curriculum requirements specify fewer than three attempts. This shall be according to the requirements of that curriculum. If unable to pass the examination, students must be removed from student registration, and all examination results shall be recorded on the transcript.

Chapter 11

Preparation and Examination of Thesis, Dissertation, Independent Study

Clause 47 Master's degree students in Plan 1 (Academic Type), which is an educational plan that emphasizes learning about research methodology by conducting thesis only, can enrol to work on thesis from the first semester of entry.

Master's degree students in Plan 1 (Academic Type), which is an educational plan that emphasizes learning about research methodology by completing both coursework and thesis, can enrol to work on thesis when they have met the qualifications specified in curriculum requirements and have cumulative grade point average not lower than 3.00. If curricula require studying coursework not exceeding 12 credit scores, students can enrol to work on thesis from the first semester of entry.

Master's degree students in Plan 2 (Professional Type), which is an educational plan that emphasizes coursework study and independent study project, can enrol to work on dissertation or independent study when they have met qualifications specified in curriculum requirements and have cumulative grade point average not lower than 3.00.

Clause 48 Doctoral degree students in Plan 1 which is an educational plan that emphasizes research by completing a thesis that introduces new knowledge, can enrol to work on thesis from the first semester of entry.

Doctoral degree students in Plan 2 which is an educational plan that emphasizes research with high-quality thesis that introduces academic and professional advancement and takes additional coursework, can enrol to work on thesis when they have met qualifications specified in curriculum requirements and pass qualifying examinations with letter P (Pass) and have cumulative grade point average not lower than 3.00.

Clause 49 When students have completed the credit scores of enrolments for thesis, dissertation, or independent study according to curriculum requirements in any semester, they must request for examination for thesis, dissertation, or independent study in that semester.

Clause 50 In cases where students have completed accumulated credits of coursework specified in the curriculum but still unable to enrol for thesis, dissertation, or independent study because they have not met the qualifications according to Clauses 47 and 48, those students must maintain student status and pay status maintaining fees every non-enrolment semester.

To maintain student status, students shall notify the faculty in writing.

Clause 51 For thesis defense examination, the dean shall appoint thesis advisors or co-thesis advisors by discussing with students and those who will be appointed as thesis advisors or co-thesis advisors to perform duties of guiding thesis writing for students.

The dean shall consider appointing curriculum committee as thesis advisors. For doctoral students, curriculum committee members, full-time instructor or researchers of the University or external experts shall be appointed as co-thesis advisors for students.

The qualifications of thesis advisors and co-thesis advisors shall be in accordance with those determined by the Higher Education Standards Committee.

In cases of necessity, the dean may change thesis advisors or co-thesis advisors.

Clause 52 The master's degree level thesis proposal defense examination committee members consists of a chairman and committee members who are appointed from full-time instructors or researchers of the University, external experts, and thesis advisors with the total member of not less than three people.

The qualifications of the thesis proposal defense examination committee members shall be in accordance with those determined by the Higher Education Standards Committee.

Clause 53 The doctoral degree level thesis proposal defense examination committee members consists of a chairman and committee members who are appointed from full-time instructors or researchers of the University and at least two external experts, thesis advisors, and co-thesis advisors with the total number of not less than five people.

The qualifications of the thesis proposal examination committee shall be in accordance with those determined by the Higher Education Standards Committee.

Clause 54 The appointment of thesis examination committee members shall be made when students have completed their thesis and thesis advisors and have been considered that it is appropriate to take the defense examination.

The appointment of thesis defense examination committee members shall be appointed from thesis proposal examination committees, except when there are necessities, committee members for thesis proposal defense examination committees may not be appointed as committee members in thesis defense examination committees and other persons may be appointed as committee members.

The qualifications of thesis defense examination committee members shall be in accordance with those determined by the Higher Education Standards Committee.

In cases of necessities, the dean may change thesis defense examination committee members.

Clause 55 Thesis defense examinations must have all committee members in the thesis examination committee present for the examination to be considered complete and valid. If committee members are not all present, the examination must be postponed.

Thesis defense examinations may be done through remote communication systems, except when curriculum requirements specify otherwise.

Clause 56 Thesis evaluation shall be divided into two levels: in case it is satisfactory, letter S shall be recorded, or in case it is unsatisfactory, letter U shall be recorded.

Clause 57 For dissertation or independent study examination, the dean shall appoint dissertation advisors or independent study advisors by considering appointment from joint discussions between students and those who will be appointed as dissertation advisors or independent study advisors to perform duties of guiding dissertation or independent study writing for students.

Dissertation advisors or independent study advisors and dissertation examination committee members or independent study examination committee members shall have the same qualifications as thesis advisors.

In cases of necessities, the dean may change dissertation advisors or independent study advisors.

Clause 58 When students have completed dissertation or independent study proposals, the dean shall appoint dissertation proposal examination committees or independent study proposal examination committees of at least two people, consisting of dissertation advisors or independent study advisors who are curriculum committee members or external experts to jointly examine dissertation proposals or independent study proposals. The dissertation/independent study proposal examination committees shall have the same qualifications as thesis proposal examination committees.

The appointment of dissertation examination committees or independent study examination committees shall be made when students have completed their dissertations or independent studies, and dissertation advisors or independent study advisors consider it appropriate to have proposal examination.

The appointment of dissertation examination committees or independent study examination committees shall be appointed from dissertation proposal examination committees or independent study proposal examination committees. When there are necessities, committee members from dissertation proposal examination committees or independent study proposal examination committees may not be

appointed as committee members in dissertation defense examination committees or independent study defense examination committees and other persons may be appointed as committee members.

In cases of necessities, the dean may change dissertation examination committee members or independent study examination committee members.

Clause 59 Dissertation or independent study examinations must have all dissertation examination committee members or independent study examination committee members presence at the examination to be considered complete and valid. If committee members are not all presence, the examination must be postponed.

Dissertation or independent study examinations may be done through remote communication systems, except when curriculum requirements specify otherwise.

Clause 60 Dissertation or independent study assessment shall be divided into two levels: in case it is satisfactory, letter S shall be recorded, or in case it is unsatisfactory, letter U shall be recorded or assessed as grade values as specified in curriculum requirements.

Clause 61 Criteria and methods for thesis proposal examinations, dissertation defense examinations, and independent study defense examinations shall be as announced and determined by the Rector.

Clause 62 The preparation of thesis, dissertation, or independent study shall be in accordance with the format announced and determined by the Rector upon recommendation of Thammasat University Library.

Copyright for thesis, dissertation, or independent study shall be in accordance with copyright law, and the University may use or have copyright through agreements or contracts between the University, students, and personnel.

Clause 63 When students have enrolled for thesis, dissertation, or independent study that is assessed with letter S or letter U, thesis advisors, dissertation advisors, or independent study advisors shall evaluate students' progress in thesis, dissertation, or independent study work as deemed appropriate. At the end of the semester, students shall report and submit progress evaluation results to the dean to notify to the Office of Student Registration to record results on the transcript by semester.

In cases where there are necessary reasons for the benefit of students' thesis, dissertation, or independent study work, the dean may appoint persons to perform evaluation duties jointly with thesis advisors, dissertation advisors, or independent study advisors.

Criteria used to evaluate progress in thesis, dissertation, or independent study work shall be in accordance with announcements of each faculty or university announcements, provided that students must be notified in advance.

Clause 64 Results of progression evaluating in thesis, dissertation, or independent study shall be evaluated with one of the following letters:

(1) "NP" (No Progress) means there is no progression, the number of credits received has a value of 0 (zero).

(2) "U" (Unsatisfactory) means students have earned full credits according to the number of credits specified in the curriculum, but the results of thesis, dissertation, or independent study examination are "unsatisfactory".

(3) "SP" (Satisfactory and Progress) means there is a progression, by specifying the number of credits for each student according to the progress of work in each semester, but not exceeding the number of credits enrolled in each semester.

(4) "S" (Satisfactory) means students have earned full credits according to the number of credits specified in the curriculum, and the result of thesis, dissertation, or independent study examination is "satisfactory".

Clause 65 Students who earn letter NP in progression evaluation for two consecutive times, they must seek approval to enrol for thesis, dissertation or independent study from thesis advisors or examination committees in the next enrolment.

In case students take an academic leave in the semester following the semester that received letter NP, and students still earn letter NP in the semester following the academic leave semester, this shall be considered as receiving letter NP for two consecutive times.

Clause 66 In cases where students' progress evaluation results is letter NP, one of the following procedures shall be carried out:

(1) In cases where thesis proposal examination committees for thesis, dissertation, or independent study, or thesis examination committees for thesis, dissertation, or independent study have not yet been appointed, thesis advisors, dissertation advisors, or independent study advisors shall investigate the cause and inform students.

(2) In cases where thesis proposal examination committees for thesis, dissertation, or independent study have been appointed, such committees shall investigate the cause and inform students.

(3) In cases where thesis examination committees for thesis, dissertation, or independent study have been appointed, such committees shall investigate the cause and inform students.

In cases where letter NP is earned because of students' knowledge, ability, expertise in the topic of student or advisor, or the expertise does not match students' interests or aptitudes, the dean upon recommendation of students, thesis advisors, thesis proposal examination committees for thesis, dissertation, or independent study, examination committees for thesis, dissertation, or independent study, or Director of Graduate Education may consider adjusting by using one of the following methods:

(1) Change the topic of thesis, dissertation, or independent study.

(2) Change thesis advisors, dissertation advisors, or independent study advisors.

(3) Cancel or modify thesis proposal examination committees for thesis, dissertation, or independent study, or thesis examination committees for thesis, dissertation, or independent study.

Clause 67 Students who earn letter U from thesis examination must be removed (Dismissed) from student registration.

Students who earn letter U or F from dissertation or independent study examination must be removed (Dismissed) from student registration.

Chapter 12

Letter Grades Showing Academic Results

Clause 68 Academic results for each course are divided into two categories as follows:

(1) Academic results for courses that have grade values and are used to calculate grade point average consists of letters, meanings, and grade values as follows:

Letter Definitions		English Meaning Grade Value	
A	Excellent level assessment result	Excellent	4.0
A-	Almost excellent level assessment result	Almost Excellent	3.67
B+	Very good level assessment result	Very Good	3.33
B	Good level assessment result	Good	3.00
B-	Fairly good level assessment result	Fairly Good	2.67

Letter Definitions		English Meaning Grade Value	
C+	Almost good level assessment result	Almost Good	2.33
C	Fair level assessment result	Fair	2.00
D	Poor level assessment result	Poor	1.00
F	Failed level assessment result	Failed	0

(2) Academic results that do not have grade values and are not used to calculate grade point average consists of letters and meanings as follows:

Letter	Definitions	English Meaning
P	Pass	Pass
N	Not Pass	Not Pass
S	Satisfactory	Satisfactory
U	Unsatisfactory	Unsatisfactory
ACC	Exempted from course by passing competency testing or using examination results in courses that count for credits, or received Accreditation credit transfer	
I	Incomplete assessment	Incomplete
W	Course withdrawal with approval	Withdraw
AUD	Study without academic assessment	Audit

Clause 69 For courses in curricula that are not counted as credit scores, letters P or N may be used for academic results recording.

Letter P shall be used for 'Pass' and letter N shall be used for 'Not pass'.

In cases where students must study supplementary courses, and that student earns grades letter C or higher, it shall be considered as receiving letter P. If the student earns lower than letter C, it shall be considered as receiving letter N in that course.

Clause 70 Academic assessment results of students for all courses must be recorded in transcript, except for foreign language courses which will be recorded only when students earn letter P (Pass) or when that examination or training is the student's final examination or training.

Clause 71 Letters S or U may be used for courses in curricula that count credit scores and are designated to have academic results as satisfactory level or unsatisfactory level.

Letter S shall be recorded for 'Satisfactory' and letter U shall be recorded for 'Unsatisfactory'.

Clause 72 Letter ACC shall be recorded for courses that allow students to use competency test results or other test scores in place of studying that course or obtain credit transfer. Therefore, letter ACC shall be recorded for courses that count credit scores.

Clause 73 Letter I shall be recorded for courses where academic assessment is not yet complete and is recorded temporarily.

Students who earn letter I in any course shall have the instructor complete the assessment in that course within sixty days from the last day of the academic semester or thirty days from the last day of the summer semester. However, if the assessment cannot be completed in time, and it is not the fault of the instructor, the instructor shall determine that student's academic results from existing exam scores or other academic assessment scores.

If no action according to paragraph two has been taken after sixty days from the last day of the academic semester or thirty days from the last day of the summer semester, letter W shall be recorded.

Clause 74 Letter W may be recorded in the following cases:

(1) For courses where students earned letter I and the instructor has not yet determined academic results within sixty days from the last day of the academic semester or thirty days from the last day of the summer semester,

(2) For courses where students missed exams with reasonable grounds and received approval from the dean or the Rector as the case may be,

(3) Students have received approval to drop courses according to Clause 35 (2) and 35 (3),

(4) Students have received approval for academic leave according to Clause 86 (2) and 86 (3).

In cases of (2), students must submit a request to the dean through the instructor for approval to record letter W within ten days from the exam date. If the request is submitted after such deadline and the dean considers there are reasonable grounds, it shall be reported and proposed to the Rector for consideration and approval.

Clause 75 Letter AUD may be recorded for courses that students enrol to supplement knowledge without assessment and have study time in that course according to curriculum and course requirements.

Students who wish to enrol for knowledge supplementation must receive permission from the program director or Director of Graduate Education and instructors and pay fees at the rate specified in the university announcement concerning educational fee rates.

After enrolment for courses for knowledge supplementation without assessment, requests to change to enrol for academic assessment may be made within fourteen days from the first day of the academic semester or seven days from the first day of the summer semester with approval from the dean. After this deadline, nothing can be done.

Enrolment for academic assessment in courses that already received letter AUD is prohibited, except in cases of curriculum transfer where that course is specified in the curriculum being transferred to.

Clause 76 The accumulating of credit scores for graduate certificate level and master's degree level curricula shall count only credit scores of courses where students earned letter S or not lower than letter C or letter ACC.

Courses where students earned lower than letter C, whether they are compulsory courses or elective courses, shall always be calculated as grade point average for that semester or summer semester and cumulative grade point average.

Clause 77 The accumulating of credit scores for doctoral degree level curricula shall count only credit scores of courses where students earned letter S or not lower than letter B or letter ACC.

Courses where students earned grade values lower than letter B, whether they are compulsory courses or elective courses, shall always be calculated as grade point average for that semester or summer semester and cumulative grade point average.

Clause 78 If students repeat or substitute any course according to curriculum requirements, the credit scores of that course must be counted only once.

Chapter 13

Academic Assessment and Grade Point Average Calculation

Clause 79 The University shall arrange academic assessment for courses that students have enrolled in the academic semester or summer semester.

Academic assessment may be conducted during the semester through methods such as presentation from assigned readings, group work, midterm examinations, report writing, or other assignments. Moreover, at the end of the academic semester or summer semester, there should be final examinations for each course studied in that semester. If there are no final examinations at the end of the

academic semester or summer semester, there must be assessment according to methods determined by the instructor.

In some cases, the University may use competency testing methods instead of academic assessment according to paragraph one.

Clause 80 Students must have study time throughout the academic semester or summer semester according to curriculum and course requirements to be eligible to taking final examinations in that course, except when there are necessary reasons that are not the fault of that student, the dean may exceptionally permit taking final examinations by cases.

Clause 81 Grade point average shall be calculated for each academic semester and summer semester at the end of that semester, calculating methodologies are as follows:

(1) Take the grade point value of each course obtained and multiply by the number of credit scores of that course.

(2) Take the results from (1) of all courses and add them together.

(3) Take the result from (2) and divide by the total number of credit scores enrolled in that semester.

(4) The result from (3) is the grade point average for that semester.

Clause 82 Cumulative grade point average calculation shall be calculated according to the following methods:

(1) Take the grade point value of each course obtained and multiply by the number of credit scores of courses enrolled throughout all academic semesters and summer semester.

(2) Take the results from (1) of all courses and add them together.

(3) Take the result from (2) and divide by the total number of credit scores enrolled throughout all academic semesters and summer semesters.

(4) The result from (3) is the cumulative grade point average.

Clause 83 In calculations according to Clause 82 (3) or Clause 82 (4), if the third decimal is a number over five, it should be rounded up.

Chapter 14

Academic Status

Clause 84 Students' academic status shall be determined from the calculation of students' cumulative grade point average at the end of each academic semester and summer semester studied, as follows:

(1) Students with cumulative grade point average of 3.00 or higher is normal academic status (Normal).

(2) Students with cumulative grade point average below 3.00 is warning academic status (Warning).

(3) Students who are in warning academic status and have cumulative grade point average below 2.70 in the following semester must be removed from student registration (Dismissed).

(4) Students who are in warning academic status and have cumulative grade point average below 3.00 but higher than 2.70 in the following semester shall have probationary academic status (Probation).

(5) Students who are in probationary academic status according to (4) in the previous semester and have cumulative grade point average below 3.00 in the following semester must be removed from student registration (Dismissed).

Chapter 15 Academic Leave

Clause 85 In cases students have not yet enrolled for courses and they wish to request academic leave; they must submit a request within thirty days from the first day of the academic semester to the dean for consideration and approval.

In cases students have already enrolled for courses before the academic semester has started and that there's a necessity, they may request academic leave by submitting a request to the dean for consideration and approval. When the dean approves, the enrolled courses shall be deleted from the record and educational fees already paid shall be refunded.

When academic leave is approved according to paragraph one or paragraph two, students shall maintain their status and pay status maintaining fees at the rate specified in the university announcement concerning educational fee rates.

Clause 86 In cases students have already enrolled for courses and they wish to take academic leave; they must submit a request to the dean for consideration and approval within no more than the first ten weeks of the academic semester or the first four weeks of the summer semester. When the dean approves, the following procedures shall be followed:

(1) In cases students request the leave within the first fourteen days of the academic semester or within the first seven days of the summer semester, the enrolled courses shall be deleted from the record.

(2) In cases students request the leave after the deadline in (1) but not exceeding the first ten weeks of the academic semester or the first four weeks of the summer semester, letter W shall be recorded for courses that have been enrolled.

Clause 87 In cases where students have already enrolled for courses and they wish to request academic leave after the deadline according to Clause 86 but not exceeding the last day of the academic semester, they must submit a request to the dean for consideration and opinion submission to the Rector for consideration and approval. When the Rector approves, letter W shall be recorded for courses that have been enrolled.

Clause 88 Faculties must notify the list of students who have been approved for academic leave to the Office of Student Registration as soon as possible.

Clause 89 The time during academic leave shall be counted as part of the study duration according to Clause 15.

Chapter 16 Academic Suspension

Clause 90 Students who are disciplinarily punished with academic suspension during a semester shall have courses that the student enrolled in the semester of academic suspension removed from the record, and "Suspended" shall be recorded and changed to "Leave" upon graduation.

If a student is punished for cheating in final examinations, they shall earn grade F in that course, and proceedings shall continue according to Thammasat University Regulations on Student Discipline.

Students who are disciplinarily punished with academic suspension for the following semester must also pay status maintaining fees for the semester they were punished with the academic suspension.

Clause 91 Faculties must notify the names of students who are academic suspended to the Office of Student Registration as soon as possible.

Clause 92 The time during academic suspension shall be counted as part of the study duration according to Clause 15.

Chapter 17

Resignation

Clause 93 Students who wish to resign shall submit a resignation form to their assigned academic advisor or Director of Graduate Education and then submit to the dean.

When the dean approves, it shall take effect from the date the student submitted the request according to paragraph one.

Clause 94 When the resignation takes effect, letter W shall be recorded for courses where academic results have not yet been announced.

Chapter 18

Graduation and Degree Approval

Clause 95 Students who graduate and earn degrees from the University must be persons with good conduct appropriate to the dignity of the University's degrees and have qualifications as follows:

(1) Graduate Certificate Curriculum

(1.1) Students must have studied the complete number of credits specified in the curriculum.

(1.2) Students must achieve learning outcomes according to graduate education qualification standards.

(1.3) Students must have cumulative grade point average not lower than 3.00.

(1.4) Student must comply with other conditions as determined by the faculty and curriculum.

(1.5) Students must have paid all debts to the University.

(2) Master's Degree Curriculum Plan 1 (Academic Type)

(2.1) Students must have completed coursework according to the number of credits specified in the curriculum and have cumulative grade point average not lower than 3.00 from the four-point grading system or equivalent (if any).

(2.2) Students must achieve learning outcomes according to graduate education qualification standards.

(2.3) Students must pass comprehensive examination (if any).

(2.4) Students must present thesis and pass final oral examination. For oral examination, it shall be conducted by thesis examination committee appointed by the faculty and must be open to public allowing interested persons to attend.

(2.5) Students must earn letter P in foreign language examination as announced and determined by the Rector with approval of the University Executive Committee.

(2.6) Students must have thesis examination results of letter S from unanimous decision of the thesis examination committee and submit complete thesis according to university announcement concerning thesis, dissertation, and independent study.

(2.7) Thesis or part of thesis must be published or accepted for publication or at least disseminated in the form of articles or innovations or inventions or other academic work that can be searched, as determined by approval of the University Council and issued as university announcement.

(2.8) Students must comply with other conditions as determined by the faculty and curriculum.

(2.9) Students must have paid all debts to the University.

(3) Master's Degree Curriculum Plan 2 (Professional Type)

(3.1) Students must have completed coursework according to the number of credits specified in the curriculum.

(3.2) Students must achieve learning outcomes according to graduate education qualification standards.

(3.3) Students must have cumulative grade point average not lower than 3.00 from the four-point grading system or equivalent.

(3.4) Students must pass comprehensive examination.

(3.5) Students must give presentation on dissertation or independent study report and pass final oral examination. For oral examination, it shall be conducted by examination committee appointed by the faculty and must open to public allowing interested persons to attend.

(3.6) Students must receive letter P in foreign language examination as determined by the Rector with approval of the University Executive Committee and issued as university announcement.

(3.7) Students must submit complete dissertation or independent study report according to university announcement concerning thesis, dissertation, and independent study.

(3.8) Students must comply with other conditions as determined by the faculty and curriculum.

(3.9) Students must have paid all debts to the University.

(4) Doctoral Degree Curriculum Plan 1

(4.1) Students must pass qualifying examination.

(4.2) Students must achieve learning outcomes according to graduate education qualification standards.

(4.3) Students must have presented thesis and passed final oral examination. For oral examination, it shall be conducted by examination committee appointed by the faculty and must be open to public allowing interested persons to attend.

(4.4) Students must receive letter P in foreign language examination as announced and determined by the Rector with approval of the University Executive Committee.

(4.5) Students must have thesis examination results of letter S from unanimous decision of the thesis examination committee and submit complete thesis according to university announcement concerning thesis, dissertation, and independent study.

(4.6) Thesis or part of thesis must be published or at least accepted for publication in quality international journals as specified in announcements by the Higher Education Standards Committee, at least two articles, or thesis or part of thesis must be published or at least accepted for publication in quality international journals as specified in announcements by the Higher Education Standards Committee, at least one article, and an innovation or creative work that can be utilized commercially, socially and economically, at least one article, or receive at least one patent.

For innovation or creative work, the thesis must be evaluated by a committee of at least three external experts in the same or related field who is accepted as knowledgeable, expert and experienced, as determined by approval of the University Council and issued as university announcement.

For doctoral students in social sciences and humanities fields, they may publish in quality national journals as determined by the Higher Education Standards Committee.

(4.7) Students must comply with other conditions as determined by the faculty and curriculum.

(4.8) Students must have paid all debts to the University.

(5) Doctoral Degree Curriculum Plan 2

(5.1) Students must have completed coursework according to the complete number of credits specified in the curriculum.

(5.2) Students must achieve learning outcomes according to graduate education qualification standards.

(5.3) Students must have cumulative grade point average not lower than 3.00 from the four-point grading system or equivalent.

(5.4) Students must pass qualifying examination.

(5.5) Students must present thesis and pass final oral examination. For oral examination, it shall be conducted by examination committee appointed by the faculty and must be open to public allowing interested persons to attend.

(5.6) Students must receive letter P in foreign language examination as announced and determined by the Rector with approval of the University Executive Committee.

(5.7) Students must have thesis examination results of letter S from unanimous decision of the thesis examination committee and submit complete thesis according to university announcement concerning thesis, dissertation, and independent study.

(5.8) Thesis or part of thesis must be published or at least accepted for publication in quality international journals as specified in announcements by the Higher Education Standards Committee, or receive patents, or be an innovation or creative work that can be utilized commercially, socially and economically.

For innovation or creative work, the thesis must be evaluated by a committee of at least three external experts in the same or related field who are accepted as knowledgeable, expert and experience, as determined by approval of the University Council and issued as university announcement.

For doctoral students in social sciences and humanities fields, they may publish their work in quality national journals as determined by the Higher Education Standards Committee.

(5.9) Students must comply with other conditions as determined by the faculty and curriculum.

(5.10) Students must have paid all debts to the University.

Chapter 19

Nomination and Degree Approval

Clause 96 Students who are expected to complete their studies at the end of the semester they have enrolled have to submit a written application to the University within fourteen days from the first day of the academic semester or within seven days from the first day of the summer semester to graduate and for the University to consider approving degrees at the end of the semester.

Clause 97 The Registrar shall verify and prepare a list of students who have completed all courses according to the curriculum and have qualifications according to Clause 95, who have submitted written applications according to Clause 96, to the University Council for consideration of degree approval.

After the University Council has approved degrees and investigation shows that there has been fraud in thesis, dissertation, or independent study work, such as plagiarism, falsification of data, and not producing academic work independently, etc., the faculty committee shall consider and propose to the University Council to consider ordering degree revocation, and that person shall lose the right to enter studies at the University.

(1) Plagiarism means copying text of others and oneself that has already been published without citation or concealing sources or presenting ideas or using academic work that others have done as one's own.

(2) Falsification of data means fabricating data or creating data that does not correspond to reality.

(3) Not producing academic work independently means hiring or having others help or do work instead of oneself or have other to complete other tasks specified in approved thesis, dissertation, or independent study proposals that will be done independently, excluding data collection, data processing, data analysis, translation of thesis from Thai to foreign languages.

Chapter 20

Educational Fees and Fee Refunds

Clause 98 Students must pay fees, status maintaining fees, service fees, and fines at the rates specified in the university announcement concerning educational fee rates.

Clause 99 The University may refund fees that students have already paid to the University in the following cases and rates:

(1) Students who resign or take academic leave before the first day of the academic semester shall have the right to request a full refund of the amount paid.

(2) Students who resign or take academic leave within fourteen days from the first day of the academic semester shall have the right to request a refund of half the amount paid.

(3) Students, who request to withdraw from courses they have enrolled because the University closes the course or due to reasons arising from the University's teaching and learning management, shall have the right to request a full refund of course fees and educational equipment usage fees for that course. The fee of the closed course cannot be refunded if the payment is made in lump sum.

(4) Students who request to withdraw from courses they have enrolled within fourteen days from the first day of the academic semester or seven days from the first day of the summer semester can request a refund of half the course fees and educational equipment usage fees for that course. The fee of the withdrawing course cannot be refunded if the payment is made in lump sum.

(5) Students who are disciplinarily punished with academic suspension for the following semester but have already enrolled and paid the fees for the semester they were punished shall have the right to request a full refund of the amount paid.

Students who wish to request fee refunds according to paragraph one must submit a request to the faculty within thirty days from the first day of the academic semester or summer semester. If this deadline passes, it shall be considered as waiving the right.

In cases it is not student's fault, the Rector upon recommendation of the dean may consider exempting fines for students.

Chapter 21

Loss of Student Status and Requesting Readmission

Clause 100 Students must lose student status in the following cases:

(1) Students have completed the studies and have received their degrees.

(2) Students are lacking qualifications or have prohibited characteristics according to Clause 20.

(3) Students have been removed from student registration.

(4) Students have studied exceeding the study time limit according to this regulation or according to curriculum requirements.

(5) Students have resigned from being a student.

