



## **Thammasat University Regulations on Graduate Education B.E. 2561 (2018)**

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Whereas it is expedient to amend the regulations of the University on graduate education;

By virtue of the powers conferred by Section 23 of the Thammasat University Act B.E. 2558 (2015), the University Council passed a resolution in meeting no. 9/2561 on 24 September B.E. 2561 (2018) approving the issuance of these Regulations.

**Article 1.** These Regulations are called “Thammasat University Regulations on Graduate Education B.E. 2561 (2018)”.

**Article 2.** These Regulations will be in force from and including the day on which they are announced.

**Article 3.** These Regulations will apply to students who are registered as graduate students in academic year 2561 (2018) onwards.

**Article 4.** In these Regulations:

“University” means Thammasat University;

“University Council” means the Thammasat University Council;

“Rector” means the Rector of Thammasat University;

“Faculty” will have a meaning that includes a college, institute, or division called by another name, of the University that manages education at graduate level;

“Dean” will have a meaning that includes a director of an institute, or head of a division called by another name, that manages education at graduate level;

“Faculty Committee” will have a meaning that includes a committee of a college, institute, or division called by another name, that that manages education at graduate level;

“Director of Graduate Education” means the director of graduate studies or the director of a project for education management at graduate level in each Faculty, appointed by the Dean;

“Committee Members of Graduate Studies” means committee members of graduate studies in each Faculty, appointed by the Dean;

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“Education at the Level of Graduate Studies” means education at the level of graduate studies on a Programme at master’s level and a Programme at the doctoral level of the University;

“Programme” means a programme of Education at the Level of Graduate Studies;

“Semester” means a semester in a bi-semester system or a tri-semester system, but does not include a summer semester;

“Other Higher Education Institution” means a university or other higher education institution established pursuant to Thai law or foreign university, or higher education institution

“Programme Specification” means a specification of a Programme of graduate studies on the criteria and conditions for education on a programme in accordance with the authorisation of the University Council; and

“Registrar” means the Director of the Office of the Registrar.

**Article 5.** The Rector is the competent person under these Regulations and has the power to issue announcements of the University for conduct in accordance with these Regulations.

## Chapter 1

### Education Management System and Faculty Advisors

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**Article 6.** The University manages education using the principle of academic coordination between Faculties. A Faculty that has a duty to manage education in a field of academia shall manage education in that field of academia for students of the University in every Faculty. Another Faculty that does not have the duty of managing teaching of that course, if there is a reason of necessity that requires it to manage the instruction of that course itself, shall obtain the approval of the University Council.

**Article 7.** The education management of the University has two systems, as follows:

(1) the bi-semester system: education management in which one academic year has two Semesters, Semester 1 and Semester 2, and may also have a summer semester following Semester 2; and

(2) the tri-semester system: education management in which one academic year has three Semesters, Semester 1, Semester 2, and Semester 3.

In education management pursuant to paragraph one, the method of teaching may be designed to divide the periods of education according to educational topics that have equivalent volumes of learning content as the bi-semester system or the tri-semester system, as the case may be.

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The education management of any programme of education in accordance with the systems under paragraph one will be subject to the power of the University Council to consider and authorise.

**Article 8.** Regarding the bi-semester system, a Semester will last for a period of not less than 15 weeks, and the summer semester will last for a period of not less than 6 weeks, provided that there will be additional hours of education in each course to make it equal to a Semester.

Regarding the tri-semester system, a Semester will last for a period of not less than 12 weeks and not more than 14 weeks.

Each course that is open for teaching may last for a period of study that differs from that specified in paragraph one or paragraph two, provided that it has a volume of education per 1 credit no less than that specified in Article 10.

**Article 9.** Education at the Level of Graduate Studies may be by way of full-time education or part-time, provided that it is in accordance with that which is specified in the Programme Specification.

**Article 10.** The credits for a course in a Programme will be calculated according to the volume of education, whereby 1 credit will be equal to the following volumes of education:

(A) Bi-semester system

(1) In theoretical courses, there will be lectures or issue discussions for not less than 1 hour per week, or not less than 15 hours per Semester

(2) In practical courses, there will be training and demonstrations for not less than 2 hours per week, or not less than 30 hours per Semester.

(3) For training and fieldwork, there will be practice time for not less than 3 hours per week, or not less than 45 hours per Semester.

(4) For projects and other learning activities that have been assigned, there will be time for working on the project or activity of not less than 3 hours per week, or not less than 45 hours per Semester.

(5) For conducting thesis research, an independent study, or independent research, there will be time for study and research of not less than 3 hours per week, or not less than 45 hours per Semester.

(B) Tri-semester system

(1) In theoretical courses, there will be lectures or issue discussions for not less than 1 hour per week, or not less than 12 hours per Semester

(2) In practical courses, there will be training and demonstrations for not less than 2 hours per week, or not less than 24 hours per Semester.

(3) For training and fieldwork, there will be practice time for not less than 3 hours per week, or not less than 36 hours per Semester.

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(4) For projects and other learning activities that have been assigned, there will be time for working on the project or activity of not less than 3 hours per week, or not less than 36 hours per Semester.

(5) For conducting thesis research, an independent study or independent research, there will be time for study and research of not less than 3 hours per week, or not less than 36 hours per Semester.

**Article 11.** The determination of the total number of credits for a Programme will be in accordance with the following criteria:

(1) Graduate diploma level Programmes in the bi-semester system are to have no less than 24 credits, and those in the tri-semester system are to have no less than 30 credits.

(2) Master's degree level Programmes in the bi-semester system are to have no less than 36 credits, and those in the tri-semester system are to have no less than 45 credits.

(3) Doctoral degree Programmes for graduates of master's degrees are to have a total number of credits for the Programme of not less than 48 credits.

(4) Doctoral degree Programmes for graduates of bachelor's degrees are to have a total number of credits for the Programme of not less than 72 credits.

**Article 12.** Education at master's degree level may be managed by 2 plans:

(A) Plan A

(1) Format A1 is a plan of education that requires only a thesis, which carries equivalent value in a bi-semester system of not less than 36 credits, or in a tri-semester system of not less than 45 credits. The Faculty may prescribe for the study of additional courses or for the performance of other additional academic activities that do not confer credits but in which a student is required to accomplish a result in accordance with that which the Programme prescribes.

(2) Format A2 is a plan of education that requires a thesis, which carries equivalent value in a bi-semester system with not less than 12 credits, and course work in addition for not less than 12 credits, or, in the tri-semester system, a student shall produce a thesis that has equivalent value of not less than 15 credits and course work in addition for not less than 15 credits.

(B) Plan B is a plan of education with an emphasis on education in courses without the requirement to conduct a thesis. In a bi-semester system, it is to be prescribed that there will be courses that comprise independent research of not less than 3 credits but not more than 6 credits, or, in the tri-semester system, not less than 4 credits but not more than 7 credits.

**Article 13.** Education at doctoral degree level may be managed by 2 plans:

(A) Format 1. Education at doctoral degree level is a plan of education with an emphasis on research that brings about new knowledge through producing a thesis. The Faculty may prescribe for the study of additional courses or for the performance of other additional academic activities that do not confer credits but in which a student is required to accomplish

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a result in accordance with that which the Programme prescribes. There are the following 2 sub-formats:

(1) Format 1.1 education at doctoral degree level for graduates of master's degrees: a student shall produce a thesis of not less than 48 credits.

(2) Format 1.2 education at doctoral degree level for graduates of bachelor's degrees: a student shall produce a thesis of not less than 72 credits.

(B) Format 2. Education at doctoral degree level is a plan of education with an emphasis on research of a high quality and that brings about advancements in academia and professions, and provides additional education in courses. There are the following 2 sub-formats:

(1) Format 2.1 education at doctoral degree level for graduates of master's degrees: a student shall produce a thesis of not less than 36 credits and study in additional courses of not less than 12 credits.

(2) Format 2.2 education at doctoral degree level for graduates of bachelor's degrees: a student shall produce a thesis of not less than 48 credits and study in additional courses of not less than 24 credits.

Theses produced in education at doctoral degree level pursuant to (A) and (B) shall not be of dissimilar standard and quality, regardless of the format of education.

**Article 14.** A Faculty may prescribe for each student to have a Faculty Advisor to perform the duty of recommending, or giving advice, regarding a study plan, and other procedures to supervise the behaviour and monitor the learning outcomes of the student.

## **Chapter 2**

### Changing Education Plans and Changing Education Levels

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**Article 15.** In the event that a Faculty manages education at master's degree level in a field of academia using both education plans, a student may request to change his or her education plan by submitting a request giving reasons through his or her Faculty Advisor, or the Director of Graduate Studies, to the Dean to consider authorisation, provided that a student studying on Plan A shall submit such a request before his or her thesis examination, and a student studying on Plan B shall submit such a request before his or her independent research examination.

**Article 16.** A student studying at master's degree level in any field of academia may change to study at doctoral degree level in the same field of academia, and a student studying at doctoral degree level in any field of academia may change to study at master's degree level in the same field of academia, subject to conditions prescribed in the Programme Specification of the Programme to which the student wishes to change.

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In requesting a change to the level of education pursuant to paragraph one, a student shall submit a request to the Programme's Executive Committee of the Programme to which the student wishes to change, in order to submit its opinion to the Dean to consider authorisation, provided that the calculation of the student's period of education will be made from when he or she registered as a student on the original Programme before changing his or her level of education.

### **Chapter 3** Period of Education

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**Article 17.** The period of study is to be no more than the time prescribed in the Programme Specification, provided that the Programme Specification shall not prescribe longer time periods than the following:

- (1) Programmes at graduate diploma level: not more than 6 Semesters.
- (2) Programmes at master's degree level in which education is managed in a full-time bi-semester system: not more than 10 Semesters, and for part-time, not more than 14 Semesters.
- (3) Programmes at master's degree level in which education is managed in a full-time tri-semester system: not more than 15 Semesters, and for part-time, not more than 21 Semesters.
- (4) Programmes at doctoral degree level for graduates of master's degrees: not more than 12 Semesters.
- (5) Programmes at doctoral degree level for graduates of bachelor's degrees: not more than 16 Semesters.

**Article 18.** In the event that a student transfers from a full-time Programme to a part-time Programme, or transfers from a part-time Programme to a full-time Programme, the period of education spent in the original Programme will count towards his or her period of education of the Programme to which he or she transfers, provided that, in considering the period of study according to Article 17, the calculation of the period of study will be made by calculating the ratio of the time spent on the original Programme to the longest time period of that Semester, and using that ratio on the longest time period of study of the Programme to which the student is being admitted.

**Article 19.** In the event that a student studying on at doctoral degree level who has completed study according to the Programme structure and passed his or her thesis examination, but is waiting for acceptance of publication of his or her research article in an international level academic journal, he or she may request an extension of his or her period of education in accordance with Article 17 in order to continue to wait for the acceptance of publication, by submitting a request to the Dean in order to report his or her opinion to the

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Rector for considering authorisation and making a report for information to the University Council.

In requesting an extension of the period of time in paragraph one, the student shall include evidence of the submission of the research for publication together with the request, and he or she shall retain his or her student status in a Semester in which he or she receives authorisation to extend the period of his or her education.

**Article 20.** A student who has a period of study that is greater than the time period according to Article 17 and who has not received an extension of time pursuant to Article 19 shall have his or her name removed from the student register.

## **Chapter 4** Admissions

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**Article 21.** Selection for admission as a student in any academic Programme will be in accordance with criteria for selection for admission prescribed in the Programme Specification for that Programme.

The criteria and methods for accepting applications and selecting persons for admission will be in accordance with what the University shall prescribe through the issuance of an announcement of the University.

In addition to the selection pursuant to paragraph one and paragraph two, a Faculty may accept a person for admission by other methods, with approval from the Rector.

**Article 22.** A student shall have the following general qualifications and shall not have the following prohibited characteristics:

(1) having graduated from the minimum requirement of education specified in the Programme Specification;

(2) not being diagnosed with an illness or in a condition that will pose a serious obstacle to studying;

(3) not being a person acting in contravention of good morals or with serious irreputable behaviour; and

(4) not having had his or her name struck off from the University or an Other Higher Education Institution for a disciplinary offence during the period of 10 years prior to his or her application for admission.

In addition to the qualifications and prohibited characteristics according to paragraph one, a person being admitted to study on a programme of education is to have the specific characteristics according to the Programme Specification for the Programme to which they are being admitted and according to announcements of the University on admissions.

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**Article 23.** The specification of qualifications pursuant to Article 22(1) in the Programme Specification will be in accordance with criteria and standards of a graduate level programme of the Office of the Committee of Higher Education.

**Article 24.** A student, while he or she is studying on a Programme of the University, shall not be admitted on another Programme of the University, unless education on the original Programme will not be an obstacle to education on the Programme into which he or she is being admitted, in which case the Rector may authorise admission onto an additional Programme.

## Chapter 5

### Registration as a Student

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**Article 25.** A person who has passed admission shall register as a student, in accordance with the criteria and methods that the Registrar shall prescribe, during the 14 days from and including the opening day of the Semester, provided that, in the case of necessity, the Registrar may permit late registration, but not beyond Semester 1 of the first academic year.

A person who has passed admission using educational qualifications from abroad shall submit a certificate displaying these educational qualifications to the Faculty on the day of his or her registration as a student. However, if he or she is not able to submit the certificate, the Registrar may permit late submission, but this shall be no later than Semester 1 of the first academic year. If the specified period for late submission has passed and the person has not submitted the certificate, the Registrar shall revoke his or her registration as a student.

**Article 26.** A person who has registered as a student under a Programme shall not move Programmes, other than with a reason and in the case of necessity, in which case the student shall submit a request together with his or her reason to the Dean, in order to request authorisation from the Faculty Committee.

A request to move Programmes is required to receive approval from the Faculty Committee of the Programme to which the student is requesting to move, and the period of education of the student will be calculated starting from education in the original Programme.

When approval pursuant to paragraph two has been granted, the period of education of the student will be calculated starting from when they became a student in the original Programme.

**Article 27.** If it is discovered that a person who has registered as a student does not have the qualifications or has a prohibited characteristic according to Article 22, or used documentary evidence supporting the registration that was false, the Registrar shall recommend to the Rector to revoke his or her registration as a student.

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If, in a situation according to paragraph one, it appears that the offender has already graduated, the Rector shall recommend to the University Council to revoke his or her degree certificate.

## **Chapter 6**

### **Enrolment**

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**Article 28.** The University shall procure that course and thesis enrolment in each Semester is complete before the opening day of that Semester.

In the event of a justifiable reason, the Dean may issue an announcement of the Faculty cancelling teaching on a course or limiting the number of students who may enrol in a course.

The cancellation of teaching on a course in which students have enrolled shall be made only during the 7 days from and including the opening day of a Semester or the 4 days from and including the opening day of a summer semester.

**Article 29.** Enrolment in courses will be in accordance with the Programme Specification, provided that there may be conditions that are to be satisfied before registering for some courses, and if there are reasonable and justifiable reasons, exceptions may be made pursuant to announcements of the University.

In this respect, a student shall proceed in accordance with the criteria and methods that the Rector shall prescribe through the issuance of an announcement of the University.

If a student has any indebtedness to the University, he or she shall pay the debt in full before he or she will have the right to enrol, except with the authorisation of the Rector.

After a student has enrolled, he or she shall proceed to examine the results of his or her enrolment within a reasonable time.

Regarding a student who has not made a course enrolment on time in accordance with paragraph one, he or she may request late enrolment during the 14 days from and including the opening day of the Semester or the 7 days from and including the opening day of a summer semester.

In the case of late enrolment, a student shall pay a daily fine at a rate pursuant to announcements of the University on rates of education fees, provided that if the student is not at fault, he or she may submit a request to the Dean in order to recommend to the Rector to authorise an exception of the fine for late enrolment.

**Article 30.** A student on a full-time Programme may enrol in each Semester for not less than 6 credits and not more than 15 credits, or in each summer semester for not more than 6 credits, provided that, in practical courses, a student may register for not more than 9 credits.

A student on a part-time Programme may enrol in each Semester for not less than 3 credits and not more than 12 credits, or in each summer semester for not more than 3 credits,

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provided that, with authorisation from the Dean in special circumstances, a student may enrol for more than 3 credits but not more than 6 credits.

The calculation of the number of credits in accordance with paragraph one and paragraph two will be made subject to the following criteria:

(1) the number of credits from courses for which a student has received an exemption through passing a test, assessment, or equivalent course transfer will not be counted.

(2) the highest number of credits for enrolment will include in the calculation credits of courses on the Programme, thesis, independent study, independent research, and practical courses, together with courses supplementary to foundational courses that the University prescribes for the students that do not confer credits, courses for which a student enrolls to supplement his or her knowledge that do not assess with educational results, English language courses pursuant to conditions for receiving a degree and the Programme Specification, and courses for which a student has registered in an Other Higher Education Institution for which authorisation has been granted pursuant to Article 36.

(3) the lowest number of credits for enrolment does not include in the calculation credits of courses supplementary to foundational courses that the University prescribes for the students that do not confer credits, courses for which a student enrolls to supplement his or her knowledge that do not assess with educational results, and English language courses pursuant to conditions for receiving a degree and the Programme Specification.

**Article 31.** A student may make a course enrolment for a lower number of credits than the number pursuant to Article 30 in the following situations:

(1) the student's remaining number of credits for courses in the Programme is lower than the number pursuant to paragraph one; or

(2) being diagnosed with an illness or suffering a serious accident requiring time for treatment in hospital or physical rehabilitation, with authorisation of the Dean.

**Article 32.** In the event that a student has passed all written examinations, he or she is able to register for a thesis or practical courses in accordance with the total number of credits specified in the Programme.

**Article 33.** A student on a graduate diploma Programme or on a master's degree level Programme studying on a course that is a compulsory course of the Programme who receives a letter grade not lower than a 'C', or an 'S', may not re-enrol for that course, except where the Programme Specification prescribes otherwise.

A student who receives a letter grade lower than a 'C', or a 'U', on a course that is a compulsory course of the Programme may re-enrol in that course once. If, in subsequently enrolling, the student receives a letter grade lower than a 'C', or a 'U', again, he or she shall have his or her name removed from the student register.

A student who receives a letter grade lower than a 'C', or a 'U', on an elective course of the Programme may re-enrol in that course until he or she receives a letter grade of a 'C' or

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higher, or an 'S', or he or she may enrol in another course that is an elective course of the Programme instead.

**Article 34.** A student on a doctoral degree level Programme studying on a course that is a compulsory course of the Programme who receives a letter grade not lower than a 'B', or an 'S', may not re-register for that course, except where the Programme Specification prescribes otherwise.

A student who receives a letter grade lower than a 'B', or a 'U', on a course that is a compulsory course of the Programme may re-enrol in that course once. If, in subsequently enrolling, the student receives a letter grade lower than a 'B', or a 'U', again, he or she shall have his or her name removed from the student register.

A student who receives a letter grade lower than a 'B', or a 'U', on an elective course of the Programme may re-enrol in that course until he or she receives a letter grade of a 'B' or higher, or an 'S', or he or she may enrol in another course that is an elective course of the Programme instead.

**Article 35.** A student who does not enrol in a Semester and who has not requested a leave of absence from education pursuant to Article 86 will have their name removed from the student register.

**Article 36.** The Rector, on recommendation of the Dean, may authorise a student to enrol in a course that an Other Higher Education Institution has opened, and it will be deemed that it is a part of that student's education pursuant to his or her Programme, in the following situations:

(1) the University has an agreement in a student exchange project with the higher education institution in which the student will study;

(2) the student has an agreement to receive a scholarship to study in an Other Higher Education Institution from a government division, state agency, public agency, or non-profit organisation; or

(3) the student wishes to study in the Other Higher Education Institution.

**Article 37.** In the event that the University has an agreement for a student exchange project with an Other Higher Education Institution, or there is an agreement between the University or another agency that has the objective of allowing the University or a Faculty to admit a person onto a course of the University or Faculty, the Rector may authorise a person who is not a student of the University to enrol in a course of the University.

A person who enrolls in a course of the University pursuant to paragraph one shall pay the fees at the rates pursuant to announcements of the University on rates of education fees.

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**Article 38.** The Rector has the power to consider matters concerning enrolment beyond the conditions specified in this Regulation, only in a case where the cause of such matters relates to the management of teaching by the University.

## **Chapter 7**

### Addition and Withdrawal of Courses

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**Article 39.** A request for addition of courses after enrolment may be made during the 14 days from and including the opening day of the Semester, or during the 7 days from and including the opening day of the summer semester, provided that, in the case of a justifiable reason, the Dean may authorise the addition of courses after the expiry of the periods provided above, but not later than 14 days prior to the final day of the Semester or the summer semester as the case may be, and provided that the student shall meet the requirements on studying time prescribed in Article 81.

A request for addition of courses pursuant to paragraph one requires prior approval from the course instructor.

**Article 40.** A request for withdrawal from a course after enrolment may be made in the following situations:

(1) a request for withdrawal during the 14 days from and including the opening day of the Semester, or during the 7 days from and including the opening day of the summer semester. For this purpose, the course shall be struck off;

(2) a request for withdrawal after the expiry the period specified in (1) above, but no later than the first 10 weeks of the Semester or the first 4 weeks of the summer semester. For this purpose, a 'W' letter grade shall be recorded for that course; or

(3) a request for withdrawal after the expiry of the period specified in (2) above, but no later than 14 days prior to the final day of the Semester or summer semester, provided that this may only be done by reason of necessity and with the approval of the course instructor and the Dean. For this purpose, a 'W' letter grade shall be recorded for that course.

A request for withdrawal that would result in the remaining courses for which the student has enrolled in that Semester totalling less than the minimum number of credits according to Article 30 may not be made other than by reason of necessity and with the approval of the Dean.

**Article 41.** The Rector has the power to consider matters concerning addition and withdrawal of courses beyond the conditions specified in this Regulation, only in a case where the cause of such matters relates to the management of teaching by the University.

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## Chapter 8

### Equivalent Course and Credit Transfer and Equivalent Knowledge Transfer

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**Article 42.** A student undertaking a study at another university or an Other Higher Education Institution may request equivalent course and credit transfer where the content of the course is equivalent and where the criteria for evaluation or assessment has equivalent standards to a course in the Programme in which the student is studying, in accordance with the following criteria:

(1) the student is to have a period of study in the University of not less than 1 academic year;

(2) the equivalency transfer is not to account for more than one third of the total number of credits of the Programme, other than in a situation where a student studying on a master's degree Programme is continuing from a graduate diploma education Programme of the University in the same field of academia, in which case equivalent course transfer from the graduate diploma Programme may be made for not more than 40 percent of the total number of course credits.

(3) the course for which an equivalency transfer is requested is not to be a course in a Programme of which that student has had his or her name withdrawn from the student register, other than in the case of a student at master's degree level or doctoral degree level who has his or her student status terminated due to expiry of period of study pursuant to these Regulations or the Programme Specification, and who has completed the course work in accordance with the Programme Specification but who has not yet fulfilled the conditions for recommending his or her name for receiving a degree.

(4) the course for which an equivalency transfer is requested is to have been studied not more than 5 years previously, calculated from and including the year in which the student enrolled for the course to the day on which the request is made for equivalent course and credit transfer, other than in the case of a student of the University who is returning to study in his or her original Programme.

(5) the course for which an equivalency transfer is requested is to have received educational results of grade 'B' or higher, or equivalent, except in the case of a student undertaking study at another university or an Other Higher Education Institution on a project for collaboration in producing graduates or an academic exchange project, in which case an equivalency transfer may be made for a course and credits with the actual educational result.

(6) the course for which an equivalency transfer is requested is to be a course taught at graduate level and may be used as an equivalent for credits of course work only.

In addition to the criteria according to paragraph one, the Dean, with the approval of the Faculty Committee, may prescribe criteria, methods, and details for equivalent course and credit transfer that differ from the provisions of paragraph one, by way of an announcement of the Faculty and a report for information to the Rector.

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**Article 43.** The Dean, with the approval of the Faculty Committee, is the person with the power to authorise an equivalent course and credit transfer pursuant to this Chapter.

**Article 44.** The educational results for courses that have received authorisation for equivalent course and credit transfer will be recorded as follows:

(1) regarding a student undertaking a study on a project for collaboration in producing graduates or an academic exchange project, or a student undertaking a study at his or her own initiative with authorisation from the Rector, educational results will be recorded according to the actual result attained, or in the case of a course in which educational results with a letter grade 'B' or above were attained, the letters 'ACC' may be recorded, in accordance with criteria that the Dean, with the approval of the Faculty Committee, may prescribe by way of an announcement of the Faculty; and

(2) in the case of a student other than (1) above, the letters 'ACC' will be recorded.

**Article 45.** Equivalency transfer of knowledge and the awarding of credits for education outside of the system, informal education, or education according to a programme or training in a specific field, may be made pursuant to criteria and methods that the Dean, with the approval of the Faculty Committee, shall prescribe by way of an announcement of the Faculty, and the letters 'ACC' will be recorded for a course for which authorisation has been given for such equivalency transfer of knowledge.

The Dean may proceed pursuant to paragraph one by way of a written test or practical examination.

## **Chapter 9**

### Comprehensive Examination, Qualifying Examination, and Foreign Language Examination

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**Article 46.** The Comprehensive Examination for students at master's degree level will be in accordance with the following criteria and conditions:

(1) The Comprehensive Examination may be made by written examination or oral examination or both, pursuant to what is prescribed in the Programme Specification.

(2) A student is to have the qualifications to take the Comprehensive Examination pursuant to the Programme Specification and shall submit a request to the Faculty in order to take the examination.

(3) The Comprehensive Examination may be conducted no more than 3 times per academic year.

(4) The Comprehensive Examination Committee, which the Dean shall appoint, has the duty of conducting the Comprehensive Examination and determining the results of the Comprehensive Examination.

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(5) The examination results will be either the letter 'P' (Pass) or the letter 'N' (Not Pass).

(6) A student shall pass the exam with a qualifying grade 'P' (Pass) in not more than 3 attempts, other than where the Programme Specification specifies a number of attempts lower than 3, in which case it will be in accordance with the Programme Specification. If a student is not able to pass, he or she shall have his or her name removed from the student register and the examination result of every attempt shall be recorded in the transcript.

**Article 47.** The Qualifying Examination for students at doctoral degree level will be in accordance with the following criteria and conditions:

(1) The Qualifying Examination is to be made by written examination and oral examination, pursuant to what is prescribed in the Programme Specification.

(2) A student is to have the qualifications to take the Qualifying Examination pursuant to the Programme Specification and shall submit a request to the Faculty in order to take the examination.

(3) A student is required to pass the exam with a qualifying grade 'P' (Pass) in not more than 3 attempts, other than where the Programme Specification specifies a number of attempts lower than 3, in which case it will be in accordance with the Programme Specification. If a student is not able to pass, he or she shall have his or her name removed from the student register and the examination result of every attempt shall be recorded in the transcript.

**Article 48.** Prior to taking his or her Thesis Examination, a student at master's degree level or at doctoral degree level is to have attained a letter 'P' (Pass) in knowledge of a foreign language as prescribed by the Programme, in any one of the following ways:

(1) having studied on a foreign language course as prescribed by the Programme, and having attained a 'P' (Pass) grade in accordance with criteria that the Rector shall prescribe by making an announcement of the University;

(2) submitting foreign language examination results in accordance with criteria that the Rector shall prescribe by making an announcement of the University;

(3) being a student who does not have Thai nationality and who uses, as an official language, the same language as that specified in the Programme Specification; or

(4) being a student who has graduated from a programme taught in the same language as the Programme specifies for the foreign language examination prior to graduation, with a period of not more than 2 years from the day of graduation to the day of application for admission.

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## Chapter 10

### Producing, and Taking Examinations for, Thesis, Independent Study, and Independent Research

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**Article 49.** A student on a master's degree level Programme following Plan A1 pursuant to Article 12(1) may register to produce a thesis from the first Semester of his or her admission.

A student on a master's degree level Programme following Plan A2 pursuant to Article 12(2) may register to produce a thesis when he or she has the following qualifications:

(1) having studied for not less than 2 Semesters or having accumulated not less than 12 credits with a cumulative grade point average of not less than 3.00, and having in full the qualifications according to the conditions of the Programme; and

(2) in the event that the Programme prescribes for a Comprehensive Examination, the student is to have passed the Comprehensive Examination with a grade 'P' (Pass).

**Article 50.** A student on a doctoral degree level Programme following Format 1 pursuant to Article 13(A) may register to produce a thesis from the first Semester of his or her admission.

A student on a doctoral degree level Programme following Format 2 pursuant to Article 13(B) may register to produce a thesis when he or she has the following qualifications:

(1) having studied for not less than 2 Semesters or having accumulated not less than 12 credits with a cumulative grade point average of not less than 3.00, and having in full the qualifications according to the conditions of the Programme; and

(2) having passed the Qualifying Examination with a grade 'P' (Pass).

**Article 51.** In a case where a student has attained the full number of cumulative credits in accordance with the Programme but has not enrolled for a thesis, independent study, or independent research, since he or she does not yet possess the qualifications pursuant to Article 49 and Article 50 in full, he or she shall maintain his or her student status and pay the fee for maintaining student status for every Semester in which there is no enrolment.

Regarding maintaining his or her status, a student shall submit a request in writing to the Faculty.

**Article 52.** Regarding a Thesis Examination, the Dean shall appoint a Faculty Thesis Advisor to perform the duty of giving recommendations to a student on writing a thesis.

When a student has finished preparing his or her thesis outline, the Dean shall appoint a Thesis Outline Examination Committee of at least 3 members in the case of a master's degree level Programme and of at least 5 members in the case of a doctoral degree level Programme, which, at a minimum, shall be comprised of the Faculty Thesis Advisor, who is to be a full-time faculty member of the University, and experts external to the University to join in

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conducting the Thesis Outline Examination, having qualifications in accordance with the criteria of the Office of the Higher Education Commission.

When the Faculty Thesis Advisor is of the view that a student is ready to submit his or her thesis, the Dean shall appoint a Thesis Examination Committee from the persons in the preceding paragraph.

The appointment of additional members or a change of a member of a Thesis Examination Committee in accordance with the provisions of the preceding paragraph may be made only in the event of reasonable cause and necessity.

**Article 53.** The qualifications of a Faculty Thesis Advisor and a Thesis Examination Committee will be in accordance with the criteria and standards for Programmes at graduate level of the Office of the Higher Education Commission.

**Article 54.** A Thesis Examination is to have every member of the Thesis Examination Committee present for that examination to be deemed complete. If there is not full attendance of members, the examination shall be postponed.

In a case where there is a reason of necessity, the Dean may make an order to change a member of a Thesis Examination Committee or to appoint an additional member.

**Article 55.** The assessment of a thesis will be divided into two grades, that is, a grade 'S' (Satisfactory) and a grade 'U' (Unsatisfactory). To attain an 'S', a thesis is to receive a unanimous vote from the Thesis Examination Committee.

**Article 56.** A student on a master's degree level Programme following Plan B pursuant to Article 12(B) may register to produce an independent study or an independent research report when he or she has studied for not less than 2 Semesters or has accumulated not less than 12 credits with a cumulative grade point average of not less than 3.00 and possesses in full the qualifications prescribed in the Programme.

**Article 57.** Regarding an Independent Study Examination or an Independent Research Examination, the Dean shall appoint a Faculty Independent Study Advisor or a Faculty Independent Research Advisor to perform the duty of giving recommendations to a student on writing an independent study or an independent research report.

A Faculty Independent Study Advisor or a Faculty Independent Research Advisor and an Independent Study Examination Committee or Independent Research Examination Committee will be in accordance with the criteria and standards for Programmes at graduate level of the Office of the Higher Education Commission.

**Article 58.** When a student has finished preparing the outline of his or her independent study or independent research report, the Dean shall appoint an Independent Study or Independent Research Outline Examination Committee of at least 2 members, which shall be

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comprised of the Faculty Independent Study Advisor or Faculty Independent Research Advisor, who is to be a full-time faculty member of the University, or an external expert, to join in conducting the Independent Study or Independent Research Outline Examination, having qualifications in accordance with the criteria of the Office of Higher Education Commission.

When the Faculty Independent Study Advisor or Faculty Independent Research Advisor is of the view that a student is ready to submit his or her independent study or independent research report, the Dean shall appoint an Independent Study or Independent Research Examination Committee from the persons in the preceding paragraph.

The appointment of additional members or a change of a member of an Independent Study or Independent Research Examination Committee in accordance with the provisions of the preceding paragraph may be made only in the event of reasonable cause and necessity.

**Article 59.** An Independent Study or Independent Research Examination is to have every member of the Independent Study or Independent Research Examination Committee present for that examination to be deemed complete. If there is not full attendance of members, the examination shall be postponed.

In the event that there is a reason of necessity, the Dean may make an order to change a member of an Independent Study or Independent Research Examination Committee or to appoint an additional member.

**Article 60.** Assessment of an independent study or an independent research report will be in accordance with the Programme Specification.

**Article 61.** The criteria and methods of examination of an outline of a thesis, an independent study, and an independent research report will be in accordance with what the Rector shall prescribe through the issuance of an announcement of the University.

**Article 62.** The production of a thesis, an independent study, and an independent research report will be in accordance with the format that the Rector, on the recommendation of the Thammasat University Library, shall prescribe by making an announcement of the University.

**Article 63.** When a student has registered for a thesis, an independent study, or independent research, the Faculty Thesis Advisor, Faculty Independent study Advisor or Faculty Independent Research Advisor shall make an evaluation of the student's progress in producing his or her thesis, independent study, or independent research report, as he or she sees fit, and at the end of the Semester he or she shall make a report and send his or her evaluation of the student's progress to the Dean, to be sent to the Office of the Registrar to be recorded in the transcript for each Semester.

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In the event of a reason of necessity for the benefit of producing a student's thesis, independent study, or independent research report, the Dean may appoint a person to perform the duty of co-evaluation with the Faculty Thesis Advisor, Faculty Independent Study Advisor or Faculty Independent Research Advisor.

The criteria for evaluation of the progress of producing a thesis, independent study or independent research report will be in accordance with the announcements of each Faculty or announcements of the University, provided that announcements shall be made known to students in advance.

**Article 64.** The results of the evaluation of the progress of producing a thesis, independent study or independent research report will be given one of the following letter grades:

(1) 'NP' (No Progress), meaning that there has been no progress. The number of credits attained will be 0 (zero).

(2) 'U' (Unsatisfactory), meaning that the student has received the full number of credits according to that specified in the Programme, but the result of the examination of the thesis, independent study or independent research is "unsatisfactory".

(3) 'F' (Failure), meaning that the student has received the full number of credits according to that specified in a Programme that has evaluation criteria giving a score, but the result of the examination of the thesis, independent study or independent research is "fail".

(4) 'SP' (Satisfactory and Progress), meaning that there is progress, and the number of credits of each student is to be stated in accordance with the progress of the work in each Semester, but not more than the number of credits for which the student has registered.

(5) 'S' (Satisfactory), meaning that the student has received the full number of credits according to that specified in a Programme, and the result of the examination of the thesis, independent study or independent research is "satisfactory".

**Article 65.** Regarding a student who has received an evaluation of his or her progress of the letter grade 'NP' twice consecutively, for the next registration he or she shall have received approval from his or her Faculty Advisor or Examination Committee.

In the event that a student has taken a leave of absence from education in the Semester following receiving the letter grade 'NP', and, in the Semester immediately following the Semester in which he or she took a leave of absence from education, he or she receives the letter grade 'NP' again, it will be deemed that he or she has received an 'NP' letter grade twice consecutively.

**Article 66.** In the event that a student receives an evaluation of his or her progress of the letter grade 'NP', the procedure shall be in any one of the following ways:

(1) In the event that the Thesis, Independent Study, or Independent Research Outline Examination Committee or the Thesis, Independent Study, or Independent Research Examination Committee has not been appointed, the Faculty Thesis Advisor, Faculty

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Independent Study Advisor or Faculty Independent Research Advisor shall consider and investigate the reason and inform the student.

(2) In the event that the Thesis, Independent Study, or Independent Research Outline Examination Committee has been appointed, that Committee shall consider and investigate the reason and inform the student.

(3) In the event that the Thesis, Independent Study, or Independent Research Examination Committee has been appointed, that Committee shall consider and investigate the reason and inform the student.

In the event that the NP letter grade is given due to the the reason of knowledge or ability or expertise on the topic of the student or the Faculty Advisor, or for a reason that such knowledge, ability or expertise is not directly connected with the issue of the student's interest or aptitude, the Dean on the recommendation of the student, the Faculty Thesis Advisor, the Thesis, Independent Study, or Independent Research Outline Examination Committee, the Thesis, Independent Study, or Independent Research Examination Committee, or the Director of Graduate Education may consider making an alteration in one of the following ways:

(1) changing the topic of the thesis, independent study, or independent research;

(2) changing the Faculty Thesis Advisor, Faculty Independent Study Advisor or Faculty Independent Research Advisor; or

(3) dissolving or changing the Thesis, Independent Study, or Independent Research Outline Examination Committee or the Thesis, Independent Study, or Independent Research Examination Committee.

**Article 67.** A student who receives a result of the letter grade 'U' or 'F' from his or her Thesis, Independent Study, or Independent Research Examination shall have his or her name removed from the student register (Dismissed).

**Article 68.** A student who passes his or her Thesis, Independent Study, or Independent Research Examination, regardless of whether this is on the condition of making amendments in accordance with the opinion of the Examination Committee, and being a student who has attained the full number of credits in accordance with the Programme Specification, shall submit the complete manuscript to the Faculty during the Semester immediately following, provided that the student's total period of education shall not exceed the period that the Programme specifies in the regulations.

## Chapter 11

### Letters Indicating Educational Results

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**Article 69.** Educational results for each course will be divided into the following two categories:

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(1) Educational results for courses that have grade values and that are included in the calculation of grade point average, shall have letters, meanings, and grade values as follows:

Letter	Meaning (Thai)	Meaning (English)	Grade value
A	ผลการประเมินขั้นสูงสุด	Excellent	4.0
A-	ผลการประเมินค่อนข้างสูง	Almost Excellent	3.67
B+	ผลการประเมินขั้นดีมาก	Very Good	3.33
B	ผลการประเมินขั้นดี	Good	3.0
B-	ผลการประเมินค่อนข้างดี	Fairly Good	2.67
C+	ผลการประเมินขั้นดีพอใช้	Almost Good	2.33
C	ผลการประเมินขั้นพอใช้	Fair	2.0
D	ผลการประเมินขั้นอ่อน	Poor	1.0
F	ผลการประเมินขั้นตก	Failed	0

(2) Educational results for courses that do not have grade values or that are not included in the calculation of grade point average, shall have letters and meanings as follows:

Letter	Meaning (Thai)	Meaning (English)
P	ผ่าน	Pass
N	ไม่ผ่าน	Not Pass
S	ใช้ได้	Satisfactory
U	ใช้ไม่ได้	Unsatisfactory
ACC	ได้รับยกเว้นรายวิชาโดยผ่านการทดสอบเทียบความรู้หรือใช้ผลการสอบในรายวิชาที่นับหน่วยกิตหรือได้รับการเทียบโอนรายวิชาและหน่วยกิต	Accreditation
I	การวัดผลไม่สมบูรณ์	Incomplete
W	การถอนรายวิชาโดยได้รับอนุมัติ	Withdraw
AUD	การศึกษาโดยไม่วัดผลการศึกษา	Audit

**Article 70.** The letters ‘P’ or ‘N’ may be used for courses of Programmes that require educational results but that do not have credits.

Educational results of the grade ‘Pass’ will be given the letter ‘P’ and those of the grade ‘Not Pass’ will be given the letter ‘N’.

In the event that a student is required to study courses supplementary to a Programme, if that student attains in an examination a grade of the grade of C or above, he or she will be

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deemed to have attained a grade 'P' in that examination, but if he or she receives a lower grade than a grade 'C', he or she will be deemed to have attained a grade 'N' in that course.

**Article 71.** Every assessment of the examination results of a student from every course shall be recorded in the register other than foreign language courses, which will be recorded when the student has attained a grade 'P' (Pass) in the examination or when that examination is the last examination of that student.

**Article 72.** The letters 'S' or 'U' may be used for courses of Programmes confer credits and that specify having educational results of the grades 'Satisfactory' or 'Unsatisfactory'.

Educational results at the grade of 'Satisfactory' will be given the letter 'S' and those of the grade 'Unsatisfactory' will be given the letter 'U'.

**Article 73.** The letters 'ACC' will be used for courses in which a student is able to use the results of tests of equivalent knowledge or scores from other tests in place of education on that course, or to receive an equivalent course and credit transfer.

The letters 'ACC' will be used for courses for which credits are counted.

**Article 74.** The letter 'I' will be used for courses for which the assessment of educational results is not yet complete, and this will be recorded temporarily.

If a student who receives an 'I' letter grade for any course, the course instructor shall proceed with an assessment for that course, to be completed during the 80 days from and including the final day of the Semester, provided that, if he or she is not able to proceed with the assessment by such date for a reason that is not the fault of the course instructor, the course instructor may determine the educational results of that student from the examination scores or scores from educational assessments by another method that the student has already received.

When the period of 90 days from and including the final day of the Semester has expired, if the procedure pursuant to paragraph two has not yet taken place, the letter 'W' will be recorded.

**Article 75.** The letter 'W' may be used in the following situations:

(1) in a course for which a student has received an 'I' letter grade and the course instructor has not determined educational results during the 90 days from and including the final day of the Semester;

(2) in a course in which a student fails to sit an examination with a justifiable reason, with authorisation from the Dean or the Rector, as the case may be;

(3) having received authorisation to withdraw from the course pursuant to Articles 40(2) or 40(3); or

(4) having received authorisation for a leave of absence from education pursuant to Articles 88(2) or 88(3).

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In a situation according to (2) above, the student shall submit a request for authorisation to record a 'W' letter grade to the Dean via the course instructor during the 10 days from and including the day of the examination, provided that, if the request is submitted after the expiry of this period, if the Dean is of the view that there is a justifiable reason, the Dean shall report this to the Rector to consider authorisation.

**Article 76.** The letters 'AUD' may be used for a course in which a student has enrolled to supplement his or her knowledge that does not require assessments and where he or she has study time for that course that is in accordance with the criteria prescribed in Article 81 or according to the Programme Specification and course specification.

A student who wishes to enrol for supplemental knowledge shall obtain permission from the Programme Director or the Director of Graduate Education and the course instructor and pay the fees according to announcements of the University on rates of education fees.

When a student has enrolled in a course to supplement his or her knowledge that does not require assessments, he or she may request to change this into an enrolment for assessment with educational results during the 14 days from and including the opening day of the Semester or the 7 days from and including the opening day of a summer semester with authorisation from the Dean, provided that this may not be done after the expiry of these time periods.

A student may not enrol for assessment of educational results in a course for which he or she has previously received the letters 'AUD', other than in the case of transferring Programmes and where that course is specified in the Programme to which the student is transferring.

**Article 77.** Regarding the calculation of accumulated credits in respect of education on a Programme at graduate diploma level and a Programme at master's degree level, only credits from courses for which a student has received an 'S' or a grade not lower than a 'C' will be counted.

A course for which a student has received a grade lower than a 'C', regardless of whether it is a compulsory course or an elective course, will be used in every calculation of his or her grade point average for that semester and his or her cumulative grade point average.

**Article 78.** Regarding the calculation of accumulated credits in respect of education on a Programme at doctoral degree level, only credits from courses for which a student has received an 'S' or a grade not lower than a 'B' will be counted.

A course for which a student has received a grade lower than a 'B', regardless of whether it is a compulsory course or an elective course, will be used in every calculation of his or her grade point average for that semester and his or her cumulative grade point average.

**Article 79.** In the event that a student is required to undertake a study of a course more than once, or of a substitute course in accordance with the Programme Specification, the credits from that course will only be counted once.

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## **Chapter 12**

### Assessing Educational Results

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**Article 80.** The University shall procure assessments of educational results for courses in which students have enrolled in a Semester or summer semester.

Assessments of educational results may be conducted during a semester by a method of reports from books assigned for reading, group work, tests during the semester, authoring reports for the course, or by other methods, and at the end of the Semester there will be a final examination for the course. If there is no final examination at the end of the Semester, there is to be an assessment by a method to be prescribed by the course instructor.

In certain cases, the University may use a method of testing equivalent knowledge in place of an assessment of educational results pursuant to the provisions of paragraph one.

**Article 81.** A student who has a study time throughout a Semester in any course of less than 70 percent of the total study time for that course, or as specified by that course or in the Programme Specification, does not have the right to attend the final examination for that course, except by reason of necessity that is not the fault of that student. In such exceptional circumstance, the Dean may permit attendance at a final examination.

The calculation of study time of a course pursuant to paragraph one shall include the time for theoretical study, practice, training, fieldwork and project work.

## **Chapter 13**

### Calculation of Point Average

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**Article 82.** The calculation of the grade point average for a Semester or a summer semester will be made when the semester ends by the following method of calculation:

- (1) the grade point value attained for a course will be multiplied by the number of credits for that course;
- (2) the product of the calculation pursuant to (1) for all courses will be totalled;
- (3) the sum from the calculation pursuant to (2) will be divided by the total number of credits for which the student has enrolled in that semester; and
- (4) the quotient from the calculation pursuant to (3) is the point average for that semester.

**Article 83.** The calculation of the cumulative grade point average will be made by the following method:

- (1) the grade point value attained for a course will be multiplied by the number of credits of the course, for all the courses registered for every Semester;

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- (2) the product of the calculation pursuant to (1) for all courses will be totalled;
- (3) the sum from the calculation pursuant to (2) will be divided for the total number of credits for which the student has enrolled, for all Semesters and summer semesters;
- (4) the quotient from the calculation pursuant to (3) is the cumulative point average.

**Article 84.** In performing the calculation pursuant to Article 82(4) or 83(4), if the digit in the third decimal place is five or higher, it will be rounded up.

## **Chapter 14**

### Academic Status

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**Article 85.** The academic status of a student will be determined from the result of the calculation of the cumulative point average of the student, at the end of a Semester or summer semester of study, as follows:

(1) A student with a cumulative point average of 3.00 or higher has an academic status of 'Normal' (Normal).

(2) A student with a cumulative point average of less than 3.00 has an academic status of warning (Warning).

(3) A student who was in the academic status of Warning and has a cumulative point average of less than 2.70 in the next semester shall have his or her name removed from the student register (Dismissed).

(4) A student who was in the academic status of Warning and has a cumulative point average of less than 3.00 but higher than 2.70 in the next Semester will have the academic status of probation (Probation).

(5) A student who was in the academic status of probation pursuant to (4) in the previous Semester and who has a cumulative point average of less than 3.00 in the next Semester shall have his or her name removed from the student register (Dismissed).

## **Chapter 15**

### Leave of Absence from Education

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**Article 86.** A student may request a leave of absence from education in the following situations:

- (1) being conscripted or mobilised for active military service;
- (2) receiving a scholarship for external study, training, or to work to increase knowledge or abilities;

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(3) suffering from an illness or accident sufficiently serious to necessitate a leave of absence from education for hospital treatment or physical rehabilitation pursuant to a doctor's certification; or

(4) in any other case of justifiable reason.

Regarding a leave of absence pursuant to paragraph one, a student will submit a request to the Dean and the Dean will be the person who considers giving authorisation, other than for a leave of absence of education for more than two consecutive Semesters, which requires authorisation from the Rector.

**Article 87.** In the event that a student has not enrolled, he or she shall submit a request for a leave of absence from education to the Dean during the 30 days from and including the opening day of the Semester.

**Article 88.** In the event that a student has enrolled and has received authorisation for a leave of absence from education, the procedure will be as follows:

(1) In the event that the student requests a leave of absence from education during the first 14 days of a Semester or during the first 7 days of a summer semester, courses in which he or she has enrolled will be struck off.

(2) In the event that the student requests a leave of absence from education after the expiry of the period specified in (1), but not later than the first 10 weeks of the Semester or the first 4 weeks of the summer semester, the letter 'W' will be recorded for a course in which he or she is enrolled.

(3) In the event that the student requests a leave of absence from education after the expiry of the period specified in (2), but no fewer than 14 days before the last day of the Semester, this may be done with a justifiable reason and it requires authorisation from the Rector, and the letter 'W' will be recorded for a course in which the student is enrolled.

**Article 89.** A student who takes a leave of absence from education before enrolling or who takes a leave of absence from education before the opening day of a Semester shall pay a fee to maintain his or her student status, in accordance with announcements of the University on rates of education fees.

**Article 90.** A Faculty shall report the names of students who have received authorisation to take a leave of absence from education to the Office of the Registrar promptly.

**Article 91.** The time spent on a leave of absence from education will be included in the calculation of the period of study pursuant to Article 17.

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**Chapter 16**

## Suspension

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**Article 92.** A student who receives a disciplinary penalty of suspension from education during a Semester will have the courses in which he or she has enrolled for the Semester in which he or she was suspended struck off, and the word ‘Suspended’ will be recorded, and changed to ‘Leave’ upon graduation.

A student who receives a penalty of suspension for dishonesty in a final examination shall receive a grade value of ‘F’ for the course on which they were dishonest in the final examination.

A student who receives a disciplinary penalty of suspension from education for the next Semester shall pay the fee for maintaining his or her student status in the Semester in which he or she is suspended.

**Article 93.** A Faculty shall report the names of students who have been ordered suspended from education to the Office of the Registrar promptly.

**Article 94.** The time spent while on suspension from education will be included in the calculation of the period of study pursuant to Article 17.

**Chapter 17**

## Resignation

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**Article 95.** A student who wishes to resign shall submit a request to his or her Faculty Adviser or to the Director of Graduate Education, as the case may be, and submit the request to the Dean.

When the Dean gives his or her authorisation, it will have effect from the day on which the student submitted the request pursuant to paragraph one.

**Article 96.** When the resignation has taken effect, the letter ‘W’ will be recorded for courses for which educational results have not yet been announced.

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## Chapter 18

### Graduation and Authorisation of Degrees

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**Article 97.** A student who will graduate and receive a degree from the University is to be a person of good behaviour, fitting to the honour of holding a degree of the University, and is to have the following qualifications:

(A) Graduate Diploma Programmes

- (1) having studied for the full number of credits as specified by the Programme;
- (2) having a cumulative grade point average of not less than 3.00;
- (3) having conducted him or herself in accordance with other conditions prescribed by the Faculty or the Programme; and
- (4) not having indebtedness to the University.

(B) Master's degree Programmes, Plan A, Format A1

- (1) having submitted a thesis and having passed the final oral examinations given by the appointed committee and to be open for attendance for those who are interested;
- (2) having attained a grade 'P' in the foreign language examination in accordance with the same criteria as specified in Article 48 in every case;
- (3) having attained a grade 'S' in the Thesis Examination and having submitted the complete thesis in accordance with announcements of the University on theses, independent study, and independent research reports;
- (4) the results of the thesis or a part of the thesis having been published or at least having been accepted for publication in a national or international level academic journal of the quality pursuant to announcements of the Higher Education Commission on criteria for considering journals for the dissemination of academic work;
- (5) having conducted him or herself in accordance with other conditions prescribed by the Faculty or the Programme; and
- (6) not having indebtedness to the University.

(C) Master's degree Programmes, Plan A, Format A2

- (1) having studied the full number of courses in accordance with the number of credits specified by the Programme;
- (2) having a cumulative grade point average of not less than 3.00;
- (3) having passed the Comprehensive Examination (if any);
- (4) having submitted a thesis and having passed the final oral examinations given by the appointed committee and to be open for attendance for those who are interested;
- (5) having attained a grade 'P' in the foreign language examination in accordance with the same criteria as specified in Article 48 in every case;

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(6) having attained a grade ‘S’ in the Thesis Examination and having submitted the complete thesis in accordance with announcements of the University on theses, independent study, and independent research reports;

(7) the results of the thesis or a part of the this having been published or at least having been accepted for publication in a national or international level academic journal of the quality pursuant to announcements of the Higher Education Commission on criteria for considering journals for the dissemination of academic work, or having presented them to an academic conference, with the full report having been published in the conference proceedings;

(8) having conducted him or herself in accordance with other conditions prescribed by the Faculty or the Programme; and

(9) not having indebtedness to the University.

(D) Master’s degree Programmes, Plan B

(1) having studied the full number of courses in accordance with the number of credits specified by the Programme;

(2) having a cumulative grade point average of not less than 3.00;

(3) having passed the Comprehensive Examination;

(4) having submitted an independent study or independent research report, having passed the final oral examinations given by the appointed committee and to be open for attendance for those who are interested;

(5) having attained a grade ‘P’ in the foreign language examination in accordance with the same criteria as specified in Article 48 in every case;

(6) having submitted the complete independent study or independent research report in accordance with announcements of the University on theses, independent studies, and independent research reports;

(7) the independent study or independent research report or a part of the independent study or independent research report having been disseminated in any manner that is searchable;

(8) having conducted him or herself in accordance with other conditions prescribed by the Faculty or the Programme; and

(9) not having indebtedness to the University.

(E) Doctoral degree Programmes, Format 1

(1) having passed the Qualifying Examination;

(2) having submitted a thesis and having passed the final oral examinations given by the appointed committee and to be open for attendance for those who are interested;

(3) having attained a grade ‘P’ in the foreign language examination in accordance with the same criteria as specified in Article 48 in every case;

(4) having attained a grade ‘S’ in the Thesis Examination and having submitted the complete thesis in accordance with announcements of the University on theses, independent studies, and independent research reports;

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(5) the results of the thesis or a part of the this having been published or at least having been accepted for publication in a national or international level academic journal of the quality pursuant to announcements of the Higher Education Commission on criteria for considering journals for the dissemination of academic work, on at least two topics;

(6) having conducted him or herself in accordance with other conditions prescribed by the Faculty or the Programme; and

(7) not having indebtedness to the University.

(F) Doctoral degree Programmes, Format 2

(1) having studied the full number of courses in accordance with the number of credits specified by the Programme;

(2) having a cumulative grade point average of not less than 3.00;

(3) having passed the Qualifying Examination;

(4) having submitted a thesis and having passed the final oral examinations given by the appointed committee and to be open for attendance for those who are interested;

(5) having attained a grade 'P' in the foreign language examination in accordance with the same criteria as specified in Article 48 in every case;

(6) having attained a grade 'S' in the Thesis Examination and having submitted the complete thesis in accordance with announcements of the University on theses, independent studies, and independent research reports;

(7) the results of the thesis or a part of the thesis having been published or at least having been accepted for publication in a national or international level academic journal of the quality pursuant to announcements of the Higher Education Commission on criteria for considering journals for the dissemination of academic work;

(8) having conducted him or herself in accordance with other conditions prescribed by the Faculty or the Programme; and

(9) not having indebtedness to the University.

## Chapter 19

### Submission of Names and Authorisation of Degrees

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**Article 98.** A student who anticipates that he or she will graduate at the end of the semester in which he or she is enrolled shall make a request in writing to the University during the 14 days from and including the opening day of the Semester or during the 7 days from and including the opening day of the summer semester, for graduation and the University shall consider authorising a degree at the end of that semester.

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**Article 99.** The Registrar shall examine and compile a list of names of students who have studied the complete number of courses according to the Programme and who have the qualifications pursuant to Article 97, and who have submitted a request in writing pursuant to Article 98, for the University Council to consider authorising degrees in the fields of academia in which the students will graduate pursuant to their Programmes.

## **Chapter 20**

### **Fees and Requesting a Refund of Fees**

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**Article 100.** A student shall pay fees, dues, service charges, and fines according to the announcements of the University on rates of education fees.

**Article 101.** The University may refund fees that a student has paid to the University in the following situations and at the following rates:

(1) a student who resigns or who takes a leave of absence from education before the opening day of the Semester has the right to request a refund in the full amount of that which he or she has paid;

(2) a student who resigns or who takes a leave of absence from education during the 14 from and including the opening day of a Semester has the right to a refund for half the amount paid;

(3) a student who requests for withdrawal from a course because the University has closed a course on which he or she has enrolled will have the right to request a refund of the fees for that course and the fees for using educational equipment on that course in the full amount, other than in the case where the fees are paid in a single sum payment, when the student may not request a refund of the fees for the closed course;

(4) a student who requests for withdrawal from a course in which he or she is enrolled during the 14 days from and including the opening day of a Semester, or the 7 days from and including the opening day of a summer semester, will have the right to request a refund of the fees for that course and the fees for using educational equipment on that course for half the amount paid, other than in the case where the fees are paid in a single sum payment, when the student may not request a refund of the fees for the course from which he or she is withdrawing; and

(5) a student who receives a student disciplinary penalty of suspension from education for the next Semester, but who has enrolled and paid fees for the Semester for which he or she has been suspended, has the right to request a refund in the full amount of that which he or she has paid.

A student who wishes to request a refund of fees pursuant to paragraph one shall submit a request to the Faculty during the 30 days from and including the opening day of the Semester or summer semester.

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**Chapter 21**

## Termination of Student Status and Requesting a Return to Study

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**Article 102.** A student shall have their student status terminated in the following situations:

- (1) having graduated and having received a degree;
- (2) lacking the qualifications or having the prohibited characteristics according to Article 22;
- (3) having his or her name removed from the student register;
- (4) expiry of the period of study according to these Regulations or the Programme Specification;
- (5) resigning from being a student;
- (6) receiving a serious student disciplinary penalty of the level of dismissal from being a student; or
- (7) on death.

**Article 103.** Regarding a student whose status of being a student has been terminated because his or her name is removed pursuant to Article 35, if not more than one year has passed from the day on which the University announced that his or her name had been removed, the Rector may authorise that student to return to study on his or her original Programme.

In the event that a student has received authorisation to return to study pursuant to paragraph one, it will be deemed that, during the time in which his or her name was removed from the student register, he or she was on a leave of absence from education. For this purpose, the student will proceed with paying fees for maintaining his or her student status and other fees regarding Semesters in which it is deemed that he or she is taking such leave of absence from education.

**Article 104.** Regarding a student whose status of being a student has been terminated because he or she resigned from being a student, if not more than 1 Semester has passed from the day on which he or she resigned, the Rector may authorise that student to return to study on his or her original Programme.

The provisions of Article 103 paragraph two will apply to a situation according to paragraph one, *mutatis mutandis*.

**Article 105.** The time spent while on a leave of absence from education pursuant to Article 103 or Article 104 will be included in the calculation of the period of study pursuant to Article 13.

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**Chapter 22**

## Exceptions from the Application of the Regulations

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**Article 106.** In the event that conduct pursuant to these Regulations will cause unfairness to any student arising from a cause for which the University is responsible, the University Council, on the recommendation of the Rector, may prescribe conduct different from that prescribed in these Regulations, in order to achieve fairness in accordance with what is appropriate for that individual student.

**Article 107.** In the event that there are regulations of the University or Programme Specifications that prescribe criteria, conditions, and methods for managing education at graduate level that are specific to a Faculty or a Programme, the regulations of the University or regulations of the Programme that make such specific prescriptions will be applied first, but in matters on which they make no prescription, these Regulations will be used.

**Transitional Provisions**

**Article 108.** A student who registered as a student of the University prior to academic year B.E. 2561 (2018) will be subject to the Thammasat University Regulations on Graduate Education B.E. 2553 (2010) as amended up to and including Amendment No. 9, B.E. 2559 (2016) until he or she graduates.

**Article 109.** The following regulations of the University that were in force prior to the day on which these Regulations come into effect will continue to be in effect until new regulations of the University are made on the same matter:

(1) Thammasat University Regulations on Graduate Education (International Program) of the Faculty of Economics B.E. 2556 (2013).

(2) Thammasat University Regulations on Education at Graduate Diploma Level in Public Law B.E. 2556 (2013); and

(3) Thammasat University Regulations on Education at Graduate Diploma Level (Graduate Volunteers) B.E. 2558 (2015).

Announced on 8 October B.E. 2561 (2018)

[*Signature*]

(Adjunct Professor Noranit Setabutr)  
President of the University Council

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