



Announcement of the Faculty of Graduate Studies, Mahidol University
Subject: Graduate Course Admission for the General Public of Mahidol University
B.E. 2565

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This announcement is regarding the revisions of graduate course admission guidelines to make them more transparent and responsive to the current circumstances.

By virtue of Article 5 of Mahidol University Regulations on Graduate Studies B.E. 2563, the Dean of the Faculty of Graduate Studies thereby issues the graduate admissions guidelines hereafter are as follows:

No.1 The announcement of the Faculty of Graduate Studies, Mahidol University on Graduate Courses Admission for the General Public B.E. 2563 dated July 3, 2563 has been repealed.

No. 2 In this announcement,

2.1 “General public” refers to those who are interested in taking graduate courses at Mahidol University.

2.2 “Program” refers to graduate programs offered by Mahidol University, which have been approved and recognized by Mahidol University Council and Ministry of Higher Education, Science, Research and Innovation.

2.3 “Course” refers to graduate courses offered by Mahidol University, which have been approved and recognized by Mahidol University Council and Ministry of Higher Education, Science, Research and Innovation. This excludes thesis or thematic papers.

No. 3 General admission of the general public

3.1 The qualifications of general public to be considered for postgraduate admission:

3.1.1 No specific qualifications required.

3.1.2 Be able to attend the courses according to the duration specified.

3.1.3 Having the additional qualifications specified by the program director and the course coordinator (if any). In addition to the specified qualifications by the

program, the program can consider accepting the general public to the course by interviewing as part of the requirement.

3.2 The programs that intend to admit the general public for graduate courses must have the qualifications and proceed according to the following guidelines:

3.2.1 It is a graduate program under the coordination of the Faculty of Graduate Studies, Mahidol University.

3.2.2 The program has no difficulty in accepting the general public for admission to certain graduate courses and is willing to provide advice, consultation, and assistance during their studies.

3.2.3 The program must inform the Faculty of Graduate Studies for the general public's admission by providing course description and outcomes to be advertised on the Faculty of Graduate Studies website for the whole academic year. The information about the course should be provided at least 2 weeks prior to the start of the course, which consists of:

(1) The applicant's qualifications for a graduate course as specified in No. 3.1.

(2) The course name, course content (TQF3), and outcomes of the course that will be open for the general public's registration.

(3) The program or a faculty member has complete control over the general public course schedule, which can be delivered alongside or separately for current students in the program. The total teaching and studying hours must be no less than or equal to the hours of that course credit.

(4) Tuition fees of the courses offered to the general public should be aligned with the tuition fees offered to graduate students in the program as announced in that academic year. Other fees such as field trip or training shall be clearly announced as well.

If the courses require one to register for more than one semester, the applicants require to pay only for the first semester's course fees. No advance payment needed for courses of the following semesters.

No. 4 Registration of the general public

4.1 Prospective students can check the available courses and course description on the Faculty of Graduate Studies website.

4.2 Prospective students can register via the Faculty of Graduate Studies website by filling personal information, attaching relevant documents, and selecting the course to be registered for.

No. 5 Application acceptance of the general public

This shall be at the discretion of the program director. In the case where a course is responsible by a faculty member, it shall be at the discretion of the dean of the faculty.

The admission of the general public to study graduate courses is not a requirement for admitting students to a graduate program. Therefore, the general public who wish to study in postgraduate shall follow the admission announcement of the graduate program of that academic year.

No. 6 Issuing evidence of course registration and fee payment

The Faculty of Graduate Studies will issue student identification number, invoice, and course list for the applicants who have been accepted, and then the applicants shall proceed with the payments as follows:

6.1 The applicants must download the invoice and make a payment according to the specified fee rate using the payment method specified by the Faculty of Graduate Studies 3 days prior to the start of course instruction.

6.2 After paying the fees, the applicants may download the electronic payment certificate for their records.

No. 7 Course assessment and evaluation

This shall be in accordance with Mahidol University Regulations on Graduate Studies. With the approval of the program director, the course coordinator must submit the course evaluation through the online grading system within two weeks after the course ends.

No. 8 Course credit accumulation

8.1 The general public who registers for graduate courses can collect credits and grade results in order to use them when applying for a graduate program at Mahidol University. The applicants must inform the program director to transfer the course credit and its results for credit accumulation according to the curriculum structure (except seminar subjects), and they will be recorded with an assessment result symbol that can be used for grade point average calculation according to the Mahidol University Regulations on Graduate Studies Education. The transferred courses for credit accumulation must be evaluated based on the standard of each course category; thus, compulsory courses must receive no less than

“B” and elective courses must receive no less than “C” or “S” (Satisfactory). Courses with no grading criteria or AU (Audit) and foundation courses that are written in the program’s document shall be assessed with no credit given.

8.2 The course and its results for seminar subjects can be applied for credit transfer within 3 years since the registration of the general public course until the first academic year of being student of the program.

8.3 In the event that there are any changes in the curriculum structure for a particular course, it shall be proceeded according to the credit transfer’s regulations.

No. 9 The benefits of attending graduate courses for the general public

9.1 Earning knowledge and skills are critical to their academic and professional careers.

9.2 Being able to apply knowledge to both academic and professional development.

9.3 Possibility of exchanging career-related ideas, skills and experiences.

9.4 Receiving a certificate and grade report for the graduate course taken from the Faculty of Graduate Studies.

9.5 Having their registered courses recorded in the registration system of the Faculty of Graduate Studies, Mahidol University.

No. 10 In any other cases not mentioned or concerns regarding this announcement, it shall be the Dean of the Faculty of Graduate Studies’ discretion to make a decision and it is considered final.

This announcement enters into effect from Semester 1 of the 2565 academic year onwards.

Announced on August 2, 2565

Signature

(Professor Dr. Patcharee Lertrit, M.D.)

Dean of Faculty of Graduate Studies