



## **Announcement**

### **The Faculty of Graduate Studies, Mahidol University**

#### **Acceptance of Transfer of Graduate Students from Other Institutions**

**B.E. 2557**

.....

This announcement is hereby enacted in order to ensure the process of transfer of graduate students from other institutions runs efficiently and to maintain the standards and quality of Graduate Studies at Mahidol University.

By the virtue of section 5 of the Academic Regulations of Graduate Studies, Mahidol University, B.E. 2556 and with the resolution of the Faculty of Graduate Studies Committee in the meeting no. 3/2557 on March 5, B.E. 2557, the Dean of the Faculty of Graduate Studies stipulates the conditions and procedures of section 53 of Academic Regulations of Graduate Studies, Mahidol University on the acceptance of transfer of students from other institutions, as follows.

1. In this announcement,

“University” means Mahidol University.

“Program” means all curricular graduate programs approved by the University Senate, Mahidol University and recommended by the Commission of Higher Education.

“Administrative Program Committee” means a committee appointed by the Dean of the Faculty of Graduate Studies to manage and develop a program.

“Student” means a graduate student.

“Other Institutions” means other institutions apart from Mahidol University which are comparable to Mahidol University and are approved by the Commission of Higher Education.

“Acceptance of Transfer of Graduate Students from Other Institutions” means to accept a student who is currently studying in a graduate program of another institution to be a graduate student of Mahidol University.

2. Qualifications of students who request for transfer to Mahidol University’s graduate program

2.1 Must be studying and enrolled in the graduate program of the other institution for at least 1 semester with a CUM-GPA of at least 3.00.

2.2 Has the qualifications as required by the graduate program of Mahidol University.

3. The acceptance of students from other institutions shall be done at the same level as detailed below:

3.1 A student who intends to transfer to a graduate program of Mahidol University must submit the request to the Dean of the Faculty of Graduate Studies. In the request, the student must specify the graduate program of Mahidol University which he/she intends to transfer to and the reason of transfer. Along with the request, the student must enclose his/her resume and the following academic documents: a transcript and details on the current program that he/she is studying such as the study course, course description, etc.

3.2 The Faculty of Graduate Studies shall submit the student’s personal and academic background along with the details of student’s former program to the

Administrative Program Committee of the program that the student specifies to transfer to. The Administrative Program Committee shall consider the application for transfer of the student and inform the Dean of the Faculty of Graduate Studies.

3.3 Educational results from non-formal education and/or from informal education cannot be transferred as thesis or thematic paper credits.

3.4 The courses whose credits can be transferred shall comply with the Academic Regulations of Graduate Studies, Mahidol University on the condition that:

(1) The graduate course was part of the coursework and not a thesis or thematic paper.

(2) The course is offered in the program and carries equivalent content to the one to be transferred to.

(3) Must be taken by the student within 5 academic years from the academic year in which the student is registered.

(4) Has been evaluated with grade of not less than a B or equivalent or not less than S.

(5) In case of courses or subjects taught by other institutions, the number of credits to be transferred cannot exceed 25% of all credits of the program.

(6) If credit transfer is approved, the student's transcript shall show the number of credits, the name of the institution from which the course was transferred along with the code, the name and the number of credits of the course in the program accepting transfer credits. The "T" will appear in the transcript for the approved transferred course and this is not counted in the calculation of the student's GPA.

3.5 Transfer students must have enough period of study to register and to graduate within time specified by the accepting program. Transfer students must also register in the accepting program for at least 1 academic year.

3.6 For the new opening program, the program shall not accept transfer students who are in the year and semester that is higher than the year and semester that the opening program has been approved.

4. To specify student ID and count the duration of study time

To specify student ID, the first two digits are specified in accordance with the academic year that the students are accepted for transferring. The duration of study time in the accepting program is counted from the first semester when students commenced their study in their former institutions.

This announcement shall be effective from March 5<sup>th</sup>, B.E. 2557 onwards.

Announced on October 24<sup>th</sup>, B.E. 2557  
(Prof. Banchong Mahaisavariya, M.D.)  
Dean, Faculty of Graduate Studies