



## **Announcement**

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

#### **Guideline Procedures for Graduate Students on Change of Academic Status**

**B.E. 2557**

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This announcement is hereby enacted to ensure that the change of academic status process for graduate students runs smoothly and to maintain the high 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 Graduate Studies stipulates the condition and procedures of section 50 of Academic Regulations of Graduate Studies, Mahidol University on procedures of change of academic status, as follows:

1. In this announcement,

“University” means Mahidol University.

“Current Program” means program that the student currently studies in.

“New Program” means program that the student intends to change academic status to.

“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 of Mahidol University.

“Change of Academic Status” means to change academic status from a current program to another program in the same or related field of study at a lower or higher level than current program.

2. Qualifications of a student who is eligible to request for change of academic status

2.1 The student has enrolled in one of the following program for at least 1 semester

- (1) Graduate Diploma Program
- (2) Master’s Degree Program
- (3) Higher Graduate Diploma Program
- (4) Doctoral Degree Program

2.2 The student has the qualifications as required by the program that the student requests for change of academic status to.

3. Request for Change of Academic Status

3.1 The student who intends to request for change of academic status must submit the request with the consent of the Administrative Program Committee of the current program, the Administrative Program Committee of the new program and the Dean of the Faculty of Graduate Studies. The Administrative Program Committee of the current program, the Administrative Program Committee of the new program and the Dean of the Faculty of Graduate Studies must state the reason for consent that the student meets one or all of the following criteria as follows:

(1) Qualifications of student who is eligible to request for change of academic status

(2) Reason for change of academic status

(3) Academic and research competency of the student

(4) Duration in which the student can complete coursework and research after the request for change of academic status has been approved

(5) Other criteria as deemed appropriate

3.2 The change of academic status must be approved by the University President.

3.3 The student must submit the request for change of academic status to the Faculty of Graduate Studies at least one month prior to the regular registration of the semester.

4. The student must study in the program that he/she is approved for change of academic status to for the period of study as specified in the Academic Regulations of Graduate Studies, Mahidol University, B.E. 2556. The period of study is counted from the first semester of the academic year that the student has been enrolled in the former program.

5. The student is able to request for graduation after completing all graduation requirements of the program that he/she is approved for change of academic status to.

This announcement shall be effective from March 5, B.E. 2557 onwards.

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