

Course Registration and Fee Payment for Graduate Students, Academic Year 2019

Faculty of Graduate Studies, Mahidol University

Registration Process Activities		Timetable		
		1 st Semester	2 nd Semester	Summer
1.	Semester start-end dates	Aug 13 - Dec 6, 2019	Jan 6 - May 1, 2020	May 25 - Jul 17, 2020
2.	Students meet the advisors to ask for course registration approval	from Jul 8, 2019	from Dec 2, 2019	from May 4, 2020
3.	Registration period e-registration at http://www.grad.mahidol.ac.th			
	3.1 Regular Registration	Jul 8 - Jul 19, 2019	Dec 2 - Dec 13, 2019	May 4 - May 8, 2020
	3.2 Regular Registration closed	Jul 20 - Aug 12, 2019	Dec 14, 2019 - Jan 5, 2020	May 9 - May 24, 2020
	3.3 Fee payment deadlines (before 11.00 pm) (If payment is over due, students will be charged 2,000 baht.)	Aug 9, 2019	Jan 3, 2020	May 22, 2020
	3.4 Late Registration	Aug 13 - Aug 23, 2019	Jan 6 - Jan 17, 2020	May 25 - May 29, 2020
	3.5 Payment for late registration	Aug 10 - Sep 20, 2019	Jan 4 - Feb 14, 2020	May 23 - Jun 19, 2020
*	3.6 Late payment of 2,000 baht	Aug 13 - Nov 1, 2019	Jan 6 - Mar 27, 2020	May 25 - Jul 3, 2020
	3.7 Add / Drop course Registration (Refund Graduate Tuition Fee Drop Course)	Aug 13 - Aug 23, 2019	Jan 6 - Jan 17, 2020	May 25 - May 29, 2020
	3.8 Submit Refund Graduate Tuition Form (AS-3-05) (For dropped course during Add / Drop period)	Aug 13 - Sep 13, 2019	Jan 6 - Feb 7, 2020	May 25 - Jun 19, 2020
	3.9 Add / Drop course Payment	Aug 13 - Sep 20, 2019	Jan 6 - Feb 14, 2020	May 25 - Jun 19, 2020
	3.10 Course withdrawal (no refund)	Aug 24 - Nov 29, 2019 or until the week before the final exam	Jan 18 - Apr 24, 2020 or until the week before the final exam	May 30 - Jul 10, 2020 or until the week before the final exam
4.	Advisor or Program director give approval for each student	within 7 days after receiving student registration request		
5.	Registration staff will send invoice and course list via e-mail to each student. The students can download and print out the invoice to make each payment at the bank counter or electronic payment Registration period 5.1 Regular Registration 5.2 Late Registration 5.3 Add/ Drop Course Registration	12 days after receiving student registration request		
6.	Announcement of student enrollment's list and payment status at http://www.grad.mahidol.ac.th (e-registration)	from Jul 22, 2019	from Dec 16, 2019	from May 18, 2020
7	Students who do not register and/ or do not pay the fee must contact the Academic Services Section, Salaya to confirm the student status	Sep 23 - Oct 11, 2019	Feb 17 - Mar 6, 2020	-
8	Students status terminated due to non-registration and/ or non-payment of fees	Oct 29, 2019	Mar 20, 2020	-
** 9.	e-registration closed	Nov 25 - Dec 1, 2019	Apr 27 - May 3, 2020	Jun 29 - Jul 5, 2020
10.	Students give comments on the Online Course Evaluation Form	Nov 11 - Dec 23, 2019	Apr 6 - May 18, 2020	Jul 27 - Aug 17, 2020
11.	Program directors submit evaluation of student's achievement in each course to FGS.	within Dec 27, 2019	within May 22, 2020	within Jul 24, 2020
12.	Announcement of Grade Report at http://www.grad.mahidol.ac.th (e-registration)	from Jan 6, 2020	from May 27, 2020	from Jul 30, 2020

Note

* Student Download Invoice late payment fines of 2,000 baht from the system e-registration and pay at the bank specified in Invoice.

**Registration may be allowed in person after online registration is closed by filling in the form AS-3-06.