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-The University Emblem-
Regulation of Burapha University
on Graduate Studies

B.E. 2566

As Burapha University deems it appropriate to revise the rules of graduate studies,

By virtue of Section 21 (2) of Burapha University Act B.E. 2550, Burapha University Council, in the Meeting No. 2/2566 on 18 February 2023, issued the regulation, as follows;

Clause 1 This regulation shall be called “Regulation of Burapha University on Graduate Studies B.E. 2566.”

Clause 2 This regulation shall come into force as from the day following the date of its announcement.

Clause 3 The Regulation of Burapha University on Graduate Studies B.E. 2562 shall be repealed. Any regulations, announcement and directives contrary to or conflicting with this regulation shall be replaced by this regulation.

Clause 4 In this regulation

“University” means Burapha University;

“University Council” means Burapha University Council;

“Graduate School” means Burapha University Graduate School;

“Faculty” means the academic divisions under Section 9 (3) of Burapha University Act B.E. 2550 which provides the education of graduate studies;

“Other institutions” mean domestic or foreign higher education institutions which are cooperatively responsible with the University for the curriculums in the forms of joint curriculums or collaborative curriculums;

“President” means the President of Burapha University;

“Dean of the Graduate School” means the Dean of the Graduate School of Burapha University;

“Dean” shall include chairpersons of the faculty establishment projects which the University Council approved to provide the education of graduate studies;

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(Phanphaka Rungruang Haworth)
translator

“Head of the department” shall include chairpersons of the departments which provide the education of graduate studies;

“Instructors of the curriculum” mean full-time instructors whose qualifications correspond with or are related to the majors in the curriculum permitted or approved by the University. Their duties are to teach courses and conduct researches in the subjects related to the said majors. An instructor can serve many curriculums at the same time;

“Curriculum supervisor” means full-time instructors whose duties are to administrate and develop the curriculum and education;

“Instructor” means full-time instructors or lecturers who are assigned or appointed to teach the course(s) or some subjects of the course. They shall be qualified in accordance with the standard criteria of the curriculum;

“Chairperson of the curriculum” mean the curriculum supervisor of graduate programs, serving as a chairperson under appointment of the Graduate School to administrate such curriculum;

“External qualified person” means person who is not full-time instructor whom the faculty nominated to the Graduate School to be appointed as co-advisor or examiner of the independent study, master thesis or doctoral dissertation, by which the appointee must be qualified in accordance with the determined standard criteria;

“Full-time researcher” means person holding the position of researcher or academic-supporting personnel in the University who is obliged to produce the academic researches and work full-time;

“Student” means the graduate student of Burapha University and shall include the students from other institutions who enroll in courses of graduate studies of the University;

“Graduate School Committee” means the committee of the Graduate School of Burapha University;

“Committee of the division” means the committee of any faculties or colleges of Burapha University and shall include committees of any faculty or college establishment projects;

“Curriculum administrative committee” means instructors who are responsible for and are obliged under appointment of the Graduate School to administrate the curriculums of graduate studies;

“Curriculum” means the curriculum of different subjects of graduate programs which the Graduate School approved to offer and under which the students are accepted for enrollment;

“Joint curriculum with other institutions” means the curriculum which the University, in collaboration with other institutions, offers in accordance with the official cooperation agreement approved by the University Council. The degree could be conferred by Burapha University or other institution or all collaborating institutions;



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“Qualifications related to the majors in the curriculum” mean qualifications specified in accordance with the standard criteria of the majors. If any major has not announced its criteria or the major’s criteria announcement does not include this matter, it shall mean the qualifications in relation to academic or professional majors of the curriculum, or other qualifications explicitly equipped with direct experience in relation to the curriculum which will promote the education under the curriculum of such major to achieve the learning results as determined in the curriculum. Consideration of the related qualifications shall be subject to the University Council’s discretion;

“Co-development agreement” means an official co-operational agreement between the University and external organization(s) on the curriculum development and administration under the approval of the University Council and such external organization(s);

“External organization” means domestic or foreign higher education institutions approved by the agency governing the education of those countries, or the governmental office of the department level or equivalent, or state-enterprise or public company limited or private company listed in the Stock Exchange of Thailand only. If the private company is not listed in the Stock Exchange of Thailand, it must be approved by the Academic Council and the University must be informed thereof. The potential and readiness of the said company on co-development must be demonstrated in accordance with the quality standard of higher education;

“Doctoral dissertation” means a research paper of the students of doctoral degree program;

“Master thesis” means a research paper of the students of master’s degree program, plan 1;

“Independent study” means a paper resulting from an independent study of the students of master’s degree program, plan 2;

“Bachelor’s degree” means the bachelor’s degree and the equivalent;

“Master’s degree” means the master’s degree and the equivalent;

“Doctoral degree” means the doctoral degree and the equivalent.

Clause 5 The President shall be acting in accordance with this regulation and have the power to issue the announcement or directive of the University in relation to provision of graduate education in accordance with this regulation.

The Dean of Graduate School has the power to issue the announcement or directive of the Graduate School to implement as prescribed in this regulation or announcement issued under this regulation.

In case of any problems in relation to graduate education not included in this regulation or any problems regarding implementation of this regulation, the President shall consider the matter in accordance with the advices of the Dean of Graduate School. If the President deems appropriate, the matter can be raised to the University Council for consideration. The consideration or interpretation in relation to the curriculum standard shall be implemented in accordance with the Notification of the Commission on Higher Education Standards (CHES) Re: Standard criteria for the curriculums of higher education.



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Chapter 1

Education Provision System



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Clause 6 The titles of master's and doctoral degrees shall be determined in accordance with the Notification of Burapha University, Re: Degrees of majors, abbreviations of majors, graduation gowns, graduation pins and academic regalia of Burapha University which was proclaimed in the Royal Thai Government Gazette.

Clause 7 Provision of graduate education of the University shall be implemented, as follows;

(1) The Graduate School is obliged to administrate, coordinate, support, supervise and direct the provision of graduate education of the University to meet the standards in compliance with the plan in the orderly and efficient manner.

The faculties are obliged to provide the education in accordance with the curriculum of the related majors to satisfy the quality and standards described in the first paragraph in the orderly and efficient manner in accordance with the admission plan, taking sustainability of the education provision into account.

Regarding service provision to the graduate students, the Graduate School, faculties and related entities shall set up a system to support the services, mainly taking the students into account. They shall apply cutting-edge information technology to the services and set up the related paperless and/or online information-providing system.

(2) Provision of graduate education under this regulation by the Graduate School and faculties shall be in accordance with the standard criteria for the curriculum of graduate programs, including requirements of legal professional organizations.

Aside from provision of education described in the first paragraph, the Graduate School may determine the additional criteria and method of education provision in the curriculum. In this regard, such criteria and method shall not be lower than the standard criteria for the curriculum of graduate programs.

(3) Provision of graduate education in a holistic or disciplinary manner between divisions of the Graduate School could be implemented, provided that the co-major curriculum administrative committee of each curriculum or curriculums shall be set up to provide and administrate the education under the curriculum containing the subjects of many faculties. The number of committee members, composition, acquisition, appointment, duties and other related affairs shall be in accordance with the announcement of the Graduate School.

(4) Education provision by any collaborative institutions shall be in accordance with the criteria announced by the President with the approval of the Graduate School Committee, taking into account the quality and standard not lower than the standard prescribed in this regulation or the criteria issued under this regulation.

Clause 8 The education shall be the semester system, by which an academic year is divided into 2 regular semesters. And a regular semester shall cover the period of study not less than 15 weeks and the summer semester shall cover the period of study not less than 8 weeks.

The regular semester in the first paragraph is categorized as the first and second semesters.

If appropriate and necessary, the curriculum may provide the education throughout the year or for some specific semesters, provided that the study session is not less than the requirement in the first paragraph.

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Clause 9 The University may apply the education provision models, as follows;

- (1) Full time education provision: The students shall enroll in the first and second semesters for not less than 9 credits and not more than 15 credits, and in the summer semester for not less than 6 credits.
- (2) Part time education provision: The students shall enroll in the first and second semesters for not more than 12 units, and in the summer semester for not less than 6 credits.
- (3) Education provision of designated duration: The education is provided for a specific period of the academic year or in accordance with the conditions of the faculties or agreement determined by the University.
- (4) Education provision via information technology system.
- (5) Education provision of module system: It is education provision for courses or part of a course with a particular content of holistic knowledge or knowledge integration. Each module is provided and completed within a specific period of time.
- (6) Education provision of credit bank system: It is education provision by using a system and mechanism to converse and transfer knowledge competency and/or capacity obtained from the education provision in the educational system, outside the educational system, informal education, lifelong education and personal experience to accumulate in the University's credit bank.
- (7) International education provision: It is education provision by using a foreign language for the entire curriculum which could be a cooperation between educational institutions, or domestic or foreign agencies, by which the education is provided and satisfies the standard determined by the Graduate School.
- (8) Dual education provision in accordance with the curriculums of graduate programs for 2 degrees to allow the students to study for 2 degrees at the same or overlapping time, by which the graduates will receive the degrees of 2 curriculums.
- (9) Advanced education provision: The regular and existing curriculum is offered to support the potential of the gifted and talented students.
- (10) Education provision in accordance with the forward study project: The project participants can register the course in advance, and after passing the evaluation in accordance with the criteria determined by the University, will be allowed to transfer such course to be the credits of the graduate programs.

The above-mentioned education provision shall be in accordance with the curriculum, rules, regulations and announcement determined by the University or the Graduate School, as well as the standard criteria for the curriculums of higher education.

The education provision outside the University's campus based on the curriculum, either in whole or in part, shall not be done, except as prescribed in the curriculum or in accordance with the criteria determined by the University, which shall not contradict the Notification of the Commission on Higher Education Standards (CHES) Re: Standard criteria for the curriculums of higher education, and with approval from the University Council.

The education provision of dual curriculum for 2 master's degrees or dual curriculum of bachelor's and master's degrees and education provision of the curriculum under a cooperation between the educational institutions, or the domestic or foreign related agencies, shall be in accordance with the Notification of the Graduate School, and with the approval of the Academic Council.



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Clause 10 The courses of the curriculum could involve theories, practices, apprenticeship or field training, project or other study development, independent study, master thesis and doctoral dissertation.

The unit indicating the education workload shall be called “credit.” The credit determined for education of each course shall be in accordance with the following criteria;

- (1) The theoretical course which requires lecture sessions or problem discussions or seminars not less than 15 hours per semester shall be equivalent to 1 credit.
- (2) The practical course which requires practice or experiment sessions not less than 30 hours per semester shall be equivalent to 1 credit.
- (3) The apprenticeship or field training course which requires not less than 45 hours per semester shall be equivalent to 1 credit.
- (4) The project development or other assigned study activity which requires not less than 45 hours per regular semester for such project or activity shall be equivalent to 1 credit.
- (5) The independent study, master thesis or doctoral dissertation which requires the study time not less than 45 hours per regular semester shall be equivalent to 1 credit.

In case such academic major is governed by a legally-founded professional organization, the credit calculation shall be in accordance with the rules of the professional organization governing such academic major.

Clause 11 The period of study of the curriculums of graduate programs shall be counted from the semester when the student registered the course in the curriculum until the semester when the student graduates and completes all requirements in accordance with the curriculum.

(1) The curriculums of graduate diploma program and higher graduate diploma program require the period of study as prescribed in the curriculums, and not more than 3 academic years.

(2) The curriculums of master’s degree require the period of study as prescribed in the curriculums, and not more than 5 academic years.

(3) The curriculums of doctoral degree require the period of study as prescribed in the curriculums, and not more than the following periods;

(a) The graduates of bachelor's degree who pursue the education of doctoral degree shall take the period of study as prescribed in the curriculum, but not more than 8 academic years.

(b) The graduates of master's degree who pursue the education of doctoral degree shall take the period of study as prescribed in the curriculum, but not more than 6 academic years.

The academic year in this Clause shall be counted from the first day of the first semester of the first academic year until the day before the first day of the first semester of the following academic year, or from the first day of the second semester of the first academic year until the day before the first day of the second semester of the following academic year, as the case may be.



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(4) The students who passed the master thesis or doctoral dissertation examination and already submitted the master thesis or doctoral dissertation, as well as submission of the research paper for publication in accordance with the requirements within the period of study prescribed in (2) or (3), but the result of the publication is pending or the research paper is accepted for publication in an academic journal, but the publication process could not be completed within the period of study in accordance with (2) or (3), shall submit an application for the study period extension prior to the due date in accordance with (2) or (3). In this regard, the students shall present the evidences of research paper submission for publication and request for opinions from the advisor, the Chairperson of the curriculum, the Dean, the Dean of Graduate School to be further submitted to the Academic Council for approval through the Office of the Registrar.

In case the students have any necessity to study longer than the determined study period, they shall apply for the approval from the Academic Council, case by case.

Chapter 2 Curriculum

Clause 12 Philosophy and objectives of the curriculums

(1) The curriculums of graduate diploma program and higher graduate diploma program aim to develop the scholars and professionals to be specialized in a specific field, equipped with knowledge and skills to be able to better conduct their works, in relation to and in line with the national higher education plan, higher education philosophy, the University' philosophy and academic and professional standards.

(2) The curriculums of master's and doctoral degrees aim to develop the scholars and professionals to be equipped with knowledge and high capacity in different fields through the research process to enable the graduates to independently explore and seek new knowledge. They shall be able to create and promote academic advancement, continuously connect and integrate related sciences, in relation to and in line with the national higher education plan, higher education philosophy, the University' philosophy and international academic and professional standards. The graduates shall adhere to the moral principle and academic and professional ethics. The curriculums of master's degree aim to equip the students with knowledge and understanding in the new knowledge creation and application process for work and society development. The curriculums of doctoral degree aim to equip the students with the research capacity to create new knowledge or innovation beneficial to the development of works, society, country and world community.

Clause 13 The structure of graduate program curriculums shall be in accordance with the Notification of the Commission on Higher Education Standards (CHES) Re: Standard criteria for the curriculums of higher education, as follows;

(1) The curriculums of graduate diploma program and higher graduate diploma program shall consist of not less than 24 credits in total.

(2) The curriculums of master's degree shall consist of not less than 36 credits in total. The education can be categorized into 2 plans, i.e.;



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(a) "Plan 1": The academic program focuses on learning and researching via writing a thesis to create the knowledge of such academic field. The education under Plan 1 can be categorized into 2 plans which are;

1) "Plan 1.1": The students are only required to write a thesis which is equivalent to not less than 36 credits. The curriculum may require the students to additionally enroll in some courses or conduct other academic activities without credits, but the students must achieve the learning result as required by the curriculum.

2) "Plan 1.2": The students are required to enroll in some courses and write a thesis which is equivalent to at least 12 credits. The students cannot merely enroll the courses.

(b) "Plan 2": The professional program focuses on the course enrollment and applied independent research where the students apply their professional knowledge without writing a thesis. The independent study shall be equivalent to not less than 3 credits and not more than 6 credits.

Any curriculums which offer the education of Plan 2 shall also offer Plan 1;

(3) The curriculums of doctoral degree can be categorized into 2 plans, focusing on researching to develop the high-level scholars and professionals, which are;

(a) "Plan 1": The research-oriented study plan requires the students to write a doctoral dissertation which creates the new knowledge. The curriculum may require the students to additionally enroll in some courses or conduct other academic activities without credits, but the students must achieve the learning result as required by the curriculum, as follows;

1) "Plan 1.1": The students who have a master's degree are required to write a doctoral dissertation which is equivalent to not less than 48 credits.

2) "Plan 1.2": The students who have a bachelor's degree are required to write a doctoral dissertation which is equivalent to not less than 72 credits.

(b) "Plan 2": The research-oriented study plan requires the students to write a high-quality doctoral dissertation which creates academic and professional advancement and additionally enroll in some courses, as follows;

1) "Plan 2.1": The students who have a master's degree are required to write a doctoral dissertation which is equivalent to not less than 36 credits and enroll in some courses equivalent to not less than 12 credits.

2) "Plan 2.2": The students who have a bachelor's degree are required to write a doctoral dissertation which is equivalent to not less than 48 credits and enroll in some courses equivalent to not less than 24 credits.

Clause 14 Curriculum development: All curriculums shall be developed to be modern. The performance of the curriculums shall be evaluated and reported in every academic year. The obtained information shall be used to further develop the curriculums from time to time in accordance with the period of study of the curriculum as minimum, or every 5 years.

Clause 15 Curriculum administration: Each curriculum shall be administrated in accordance with the Notification of the Commission on Higher Education Standards (CHES) Re: Standard criteria for the curriculums of higher education and additional requirements determined by the University.



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Clause 16 Quality guarantee of curriculums: All curriculums shall have their own quality guarantee system as required by the University. Their evaluation systems could be different in accordance with the context of each curriculum. In case of any intent to apply the curriculum evaluation system determined by a professional council or other system different from the system determined by the University Council, , the approval from the University Council is required.

Chapter 3
Student Admission and Student Status

Clause 17 Student qualifications

(1) The curriculums of graduate diploma program: The enrolling students must hold a bachelor's degree or equivalent as determined by the curriculum and other additional qualifications required by the Curriculum Administrative Committee and approved by the Graduate School Committee.

(2) The curriculums of master's degree: The enrolling students must hold a bachelor's degree or equivalent or the graduate diploma as determined by the curriculum and other additional qualifications required by the Curriculum Administrative Committee and approved by the Graduate School Committee.

(3) The curriculums of higher graduate diploma program: The enrolling students must hold a graduate diploma or master's degree or equivalent as determined by the curriculum and other additional qualifications required by the Curriculum Administrative Committee and approved by the Graduate School Committee.

(4) The curriculums of doctoral degree: The enrolling students must hold a bachelor's degree or equivalent with very good academic achievement, or master's degree or equivalent and passed the English examination in accordance with the criteria determined by the Academic Council and possess adequate knowledge, capacity and potential to write a doctoral dissertation, or have other additional qualifications required by the Curriculum Administrative Committee and approved by the Graduate School Committee.

Clause 18 Aside from qualifications under Clause 17, the enrolling students shall have the following qualifications;

(1) Being a well-behaved person adhering to moral principle and ethics in accordance with the University's standard

(2) Having no serious communicable diseases which could be offended by the society or diseases which could hinder his/her studies

(3) Never been penalized by the University to terminate his/her student status

(4) Other qualifications as required by the faculty and approved by the Graduate School Committee.



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Clause 19 Graduate students are classified as;

- (1) Full-time students are students who enroll in courses full-time during the University's working hours and could partially enroll in courses outside the University's working hours.
- (2) Part time students are students who do not enroll in courses full-time outside the University's working hours, and could partially enroll in courses during the University's working hours.
- (3) Students as experimental participants: The students are accepted to the University under the conditions in accordance with the announcement of the Graduate School.
- (4) Visiting Students/Students of other institutions: The students of other institutions who enroll in some courses which the University offers.
- (5) Students of credit bank system: The students register as the students of credit bank system of the University. They enroll in courses or short-term curriculum of graduate program which are included in the University's credit bank system.

Certification of student classification and status shall be made in writing with the certificate of student classification and status in accordance with the form and manner determined by the Graduate School. And the President or his/her assignee shall sign the name to certify the document.

Clause 20 To study in the graduate program, the students are required to pass the application and admission process in accordance with the system determined by the Graduate School.

The application, period of application announcement, application period, recruitment process, supporting evidences and other conditions shall be in accordance with the announcement of the Graduate School.

Clause 21 Admission and acceptance of any persons to study in the graduate program shall be made in the form of the announcement of the Graduate School, in compliance with the rules covering at least the followings;

- (1) The number of students admitted for each curriculum in each academic year or each semester shall be in accordance with the student admission plan determined for each curriculum, or with the approval of the Academic Council. If there is any necessity to admit more students, the approval from the Academic Council is required prior to the admission announcement or the student enrollment.
- (2) Admission channels of graduate programs are as follows;
 - (a) Regular application and recruitment channel
 - (b) Special application and recruitment channel aside from (a) such as admission of foreign students or admission under the cooperation agreement between the University and other agencies or in accordance with the cooperation network's agreement between the institutions or the students granted with scholarship for their study in the University or other necessity.

The practices under the admission channels (a) – (b) shall be in accordance with the announcement of the Graduate School or with the approval from the Graduate School.



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(3) Admission test or recruitment or any other admission channels as specified in the curriculum or as determined by the faculty which shall be made in the form of the announcement of the Graduate School or otherwise with the approval from the Graduate School.

The announcement of persons entitled to enrollment and waiting list shall be carried out by the Graduate School. In case of any proper reason, the Graduate School may assign the dean of the admitting faculty to make such announcement, but the copy of such announcement shall be sent to the Graduate School.

(4) In case that the applicants' grade of bachelor's or master's degree, as the case may be, is pending, the admission is completed only when the applicant submits the evidence of either degree graduation as required by the respective curriculum to the Graduate School within the period specified by the Graduate School.

(5) The faculty may consider admission of the graduate students who are studying in other domestic or foreign institutions as visiting students/students of other institutions, by which the credits and grades will be transferred as part of their studies in accordance with the curriculum of the University. In this regard, the students shall register the course within the specified period. The admission criteria and conditions shall be in accordance with the announcement of the Graduate School.

Clause 22 Change of the major of the same education level: The students passing the admission test of a major must enroll in such respective major. If the student wants to change to the other major of the same faculty, the Chairperson of the respective curriculum shall consider and propose to the Dean for approval and notify the Graduate School and the Office of Registrar thereof.

Clause 23 Registration as student

(1) Any persons entitled to enrollment in accordance with this regulation shall register as a student of any classified groups in accordance with Clause 19 to gain the status of graduate student of the University.

In the event that any person failed to register as a student within the specified period without a valid reason, it shall be deemed that such person waives the right of enrollment.

(2) The Graduate School may set up the approval rules, process and conditions for persons failing to register as described in the first or second paragraph, to register as a student as a special case.

The Office of Registrar shall announce the list of persons entitled to the enrollment under this regulation who failed to register as a student as described in the first or second paragraph, who do not have the student status within 60 days of the first day of the semester.

Clause 24 The students have duties and responsibilities to process their registration in accordance with the curriculum and comply with the rules and conditions determined by the curriculum. They shall cooperate with the Graduate School and the faculty regarding the related proceeding. They shall not lose contact with the University without a valid reason. They shall notify the faculty and the Graduate School of the change of their address and contact channels. They shall not abandon or cease their study without notifying the necessary reason. In addition, they have duties to follow-up this regulation, announcements and news regarding the students which the University circulates, whether currently applicable or later issued.



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Clause 25 Student categorization shall begin after the students completed 2 semesters, starting from the beginning of their studies. The categorization shall be done at the end of each semester.

(1) Regular students are students who have registered for their first year or the students whose cumulative GPA is not below 3.00.

(2) Probationary students are students whose cumulative GPA is from 2.75 – 2.99.

(3) After calculation of cumulative GPA of each semester, if it is found that the student is under probation, the Office of Registrar shall notify the Graduate School thereof to further notify his/her advisor and the student within 2 weeks.

(4) In case of the students who enroll full-time and are permitted to enroll in summer semester, the grade of summer semester will be accumulated with the grade of the following semester which they enroll. If it is found that the grade of summer semester results in the probationary status, the Office of Registrar shall notify the Graduate School thereof to further notify his/her advisor and the student as soon as possible.

(5) The status of the students as experimental participants shall be in accordance with the announcement of the Graduate School.

Clause 26 Leave of absence: With a valid reason and necessity, the students may apply for a leave of absence for a semester or academic year. The entitlement, rule, process and conditions of application for a leave of absence, as well as the return to the studies, shall be in accordance with the announcement of the Graduate School.

The reasons possible for application for a leave of absence include the student's or his/her family member's illness, military conscription or enlistment to serve as a private first class, the training or field study abroad, duty performance in a foreign country, force majeure, personal necessity or other reasons approved by the Graduate School Committee.

The students who are allowed to take a leave of absence do not need to register in the courses of the curriculum in the semester for which the students are allowed to take a leave of absence and do not need to pay the fees and tuition fee. However, they need to pay the student status maintenance fee.

The students who are allowed to take a leave of absence after they have registered for courses and after the due date for course addition/withdrawal, will get W for all courses registered in the semester for which the students are allowed to take a leave of absence.

The period for which the students are allowed to take a leave of absence is not included in the period of study prescribed under Clause 11. After the end of a leave of absence, the student shall submit an application for the return to the studies in accordance with the manner and process announced and determined by the Graduate School.

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Clause 27 The status of graduate students under this regulation shall be terminated in one of the following circumstances;

- (1) Death
- (2) Resignation
- (3) Disqualification of student status under this regulation
- (4) Cumulative GPA is below 2.75 as of the second semester
- (5) Failure to comply with the conditions on a leave of absence, course registration and the return to the studies as prescribed in Chapter 4 Course Registration
- (6) Failure to pass the independent study, thesis or doctoral dissertation proposal examination within the deadline in accordance with the announcement of the Graduate School;
- (7) Failure to pass the qualifying examination for the 3rd time for the students of doctoral degree or failure to pass the comprehensive examination for the 3rd time for the students of master's degree, plan 2
- (8) Failure to pass the oral examination for the independent study, thesis or doctoral dissertation for the 3rd time
- (9) Failure to graduate under the curriculum within the deadline in accordance with Clause 11
- (10) Completion of study in accordance with the curriculum and being approved for graduation
- (11) Penalty following violation of examination regulation or student ethics which results in termination of student status as prescribed in the University's regulation or student disciplinary penalty which results in the termination of student status in accordance with the University's regulation;
- (12) Other reasons as announced by the Graduate School with the approval of the Graduate School Committee

Clause 28 Termination of student status under Clause 27 shall be publicly announced by the Office of Registrar and notified to the Graduate School, except the case under Clause 27 (10) which does not need an announcement. Such announcement could be done from time to time or every semester.

The Graduate School shall determine the consideration criteria and process and initiate the proceeding, in case the student or his/her representative objects the termination of student status under the first paragraph.

Clause 29 Reinstatement following the termination of student status under Clause 27 (5) and (6) shall be in accordance with the announcement of the Graduate School. In such case, the student shall receive the same ID number and his/her grade and current study progress shall apply, by which his/her study period shall be continuously counted. Any complication resulting from the reinstatement of student status shall be subject to discretion of the Graduate School Committee.



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Clause 30 Admission of the graduate students from other higher education institutions: Admission of the graduate students from other higher education institutions and admission of the graduates of bachelor's degree who demonstrate outstanding potential, as well as transfer of credits and grades in the graduate programs shall be in accordance with the criteria determined by the Graduate School.

Chapter 4 Course Registration

Clause 31 Registration for the courses in the curriculum

- (1) Determination of registration date, time and means of each semester shall be in accordance with the announcement of the University;
- (2) The students shall register for the courses in the curriculum in every semester with the approval from the advisor or the advisor of his/her independent study, master thesis or doctoral dissertation regarding course selection in each semester;
- (3) Registration is completed only when the students completed the payment of tuition fee and other fees to the University. Any students who completed the payment of tuition fee and other fees after the deadline determined by the University are required to pay the fine in accordance with the University' regulation regarding collection of tuition fee and other education fees. In case of uncompleted registration due to failure to pay the education fees of such semester within the deadline in accordance with the announcement of the University, the student shall not be entitled to take the examination of that semester, except with the approval from the Dean, case by case.

In case the Dean allows the student to take the examination under (3), the notification of grades and examination results shall be suspended until the student pays all overdue tuition fee and other education fees.

Clause 32 Number of credits in each semester

- (1) Full-time students shall register not less than 9 credits and not more than 15 credits, and part-time students shall register not less than 6 credits and not more than 12 credits;
- (2) The students may register for courses less or more than the number specified in (1), only with the approval from the Chairperson of the curriculum under which the students are studying;
- (3) The students who are expected to graduate in accordance with the curriculum and their remaining courses in the curriculum and have the credits less than the determined number, may register for the courses equal to the number of remaining courses.



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Clause 33 Registration for courses without the counted credit (audit)

(1) The students may register the course without the counted credit with the approval from the advisor and instructor;

(2) Registration of a course without the counted credit (audit) does not require the students to take the examination, and the transcript will record “au” in the grade box for the students who fulfill not less than 80% of total study hours of such course.

Clause 34 In an event that the student does not register the courses in accordance with the study hours requirement as determined by the University, the student shall not be entitled to register the courses in such semester, except with the special approval from the Dean. In such case, the student shall pay the fine as specified by the University.

Clause 35 The students currently studying in the undergraduate or graduate levels or general public or persons with the qualifications in accordance with Clause 17 and 18 may register the course in the curriculum of graduate programs, but they must adequately possess basic knowledge for studying the course in the curriculum in accordance with the criteria and conditions determined by Curriculum Administrative Committee.

The undergraduate students who intend to register the course in the curriculum of graduate programs, shall get the approval from the advisor and instructor of the said course in the curriculum of graduate programs and the approval from the Dean of the faculty which offers the course and also pay the tuition fee and other fees in accordance with the University’s related regulations.

The graduate students shall get the approval from the advisor and instructor of the course of graduate programs which the students intend to register and the approval from the Dean of the students and also pay the tuition fee and other fees in accordance with the University’s related regulations.

The general public who intend to register the course in the curriculum of graduate programs, shall get the approval from the instructor of such course of graduate programs and the approval from the dean of the faculty which offers the course, and also pay the tuition fee and other fees in accordance with the University’s related regulations.

Credit transfer of the courses of the graduate programs under the first paragraph shall be in accordance with the criteria and process determined by the Graduate School.

Clause 36 The Dean of Graduate School, with the approval the advisor and /or Chairperson of the curriculum, may approve the students to register any course of graduate programs of other higher education institutions, in case such course is not offered or the faculty cannot provide the education, or in case this would benefit the students.

Clause 37 The students who completed all courses and are eligible for graduation but cannot apply for graduation, must submit a request for student status maintenance and comply with the rules and regulations. And the students shall also pay the student status maintenance fee.

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Clause 38 Course addition or drop means that the student has registered some courses but needs to add or drop some courses, provided that the total credits in that semester shall not exceed or below the number of credits for each semester specified in Clause 32. The students shall process the followings;

- (1) Course addition or drop shall get the permission from the instructor/lecturer who is responsible for the course and the approval from the Dean, by which the student shall notify the Office of Registrar thereof;
- (2) Course addition or drop shall be in accordance with the announcement of the Office of Registrar;
- (3) Course withdrawal shall mean that the student withdraws some or all courses registered in the semester in which the student is currently enrolling, because he/she does not intend to study or needs to withdraw this course, and the transcript will record "W" for this course. In this case, the student shall process, as follows;
 - (a) Course withdrawal requires the permission from the instructor and the approval from the advisor. Then, the student shall notify the Office of Registrar thereof;
 - (b) Withdrawal of some or all courses shall be completed at least 2 weeks before the first day of final examination. The course shall not be the course which the student appears to have deliberate intent to breach the academic integrity or to misconduct in examination. The student is not entitled to the refund of registration fee.

Clause 39 The students shall attend classes as required by the curriculum or as approved by the Chairperson of the curriculum to be entitled to take the examination of those courses.

Chapter 5 Performance Assessment and Evaluation

Clause 40 In curriculum administration, the person in charge shall set up a learning process to produce the learning result in accordance with each level of qualifications, in line with the identity of the curriculum, the University, the profession, country and world context. The curriculum shall consist of at least 4 aspects i.e. knowledge, skills, ethics and personality.

The curriculum shall establish and announce the detail regarding assessment and evaluation process, assessment and evaluation calendar, score percentage and evaluation criteria of each course or learning activity as the department deems appropriate, as well as consideration and decision of evaluation result, grading of each course, result certification of grading of each course, grade announcement or notification and GPA of the students, request for review of evaluation result or grading and any other matters regarding assessment and evaluation process in accordance with this regulation.



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Clause 41 Grading system;

(1) Grading system of each course shall be divided into levels with the meanings and points, as follows;

Grades		Denotations	Points
A	(Excellent)	(Excellent)	4.0
B	(Very Good)	(Very Good)	3.5
B	(Good)	(Good)	3.0
C	(Fairly Good)	(Fairly Good)	2.5
C	(Fair)	(Fair)	2.0
D	(Poor)	(Poor)	1.5
D	(Very Poor)	(Very Poor)	1.0
F	(Fail)	(Fail)	0

(2) Grade F can be given for any course in the following circumstances;

(a) The student does not take the examination without the approval from the Dean of the faculty which offers the course;

(b) The student does not satisfy the class attendance requirement;

(c) The student misconducted or breached the evaluation regulation or appeared to have deliberate intent to breach the academic integrity or to misconduct in evaluation and was considered as “not passing” for that course.

(3) Measuring system of courses which does not represent as grades, shall represent with the following letter symbols;

Letters	Denotations
S (Satisfaction)	Passing the criteria
I (Incomplete)	Incomplete
U (Unsatisfactory)	Not passing the criteria
W (Withdrawal)	Withdrawal from the course with approval
Au (Audit)	Registration of a course without a counted credit
CE (Credit from examination)	Credit from examination
CP (Credit from portfolio)	Credit from submission of portfolio
CR (Credit from experience)	Credit from experience
CS (Credit from standardized tests)	Credit from standardized tests
CT (Credit from training)	Credit from assessment or training by organizations
CX (Credit from exemption)	Credit from exemption
T (Transferred)	Credit transferred from other domestic institutions.

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T* (Transferred)

Credit transferred from other foreign institutions, by which the institution's name and countries are indicated

The letter symbols of CE, CP, CR, CS, CT, CX, T and T* shall be given only for the credits of the courses allowed for the course and credit transfer, without evaluation with grading system.

(4) The letter symbol I can be given for any course in the following circumstances;

(a) The student satisfied the class attendance requirement as prescribed in Clause 39, but did not take the examination due to illness or force majeure and was approved by the Dean of the faculty which offers the course;

(b) The instructor, Chairperson of the curriculum and the Dean of the faculty which offers the course, deem appropriate to wait for the study result, as the student still cannot complete a part of study requirements of such course;

(c) The student who was given the symbol I shall be evaluated to remove the symbol I within 1 month of the following semester. Conversion of the symbol I to other grades shall be under supervision of the instructor. If conversion of the symbol I is not completed within 1 month of the following semester, the matter shall be subject to the discretion of the Committee of the faculty which offers the course and the decision shall be finalized within one semester. If not, the Office of Registrar shall convert the symbol I to F immediately, except the symbol I was given to the independent study, master thesis or doctoral dissertation.

(5) The symbol I can be given for any course in the following circumstances;

(a) The student is approved to withdraw the course;

(b) The student is approved to take a leave of absence;

(c) The student is suspended in that semester;

(d) The Dean of the faculty which offers the course approved the conversion of the symbol I which the student got under (4) and the conversion period is due, but the student's illness or force majeure is still not over.

(6) Grading system for the independent study, master thesis or doctoral dissertation examinations shall represent with the following letter symbols;

Letter symbols	Interpretation
S	Satisfactory
I	Incomplete
U	Unsatisfactory

(a) The examination committee of independent study, master thesis or doctoral dissertation examinations shall consider grading for the oral examination of the independent study, master thesis or doctoral dissertation examinations.

(b) Following-up of progress of independent study, master thesis or doctoral dissertation shall be in accordance with the announcement of the Graduate School.

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Clause 42 Credit counting and cumulative GPA calculation

(1) Credit counting for cumulative GPA calculation in the semester shall be calculated from the courses of grading system with grade D and above, and not include the study results represented with symbols S, I, U, W, Au, CE, CP, CR, CS, CT, CX, T and T* in cumulative GPA calculation.

(2) GPA calculation for each semester shall be calculated from the evaluation results of the courses specified in the curriculum in that semester. The number of credits assigned to each course is multiplied by the point value earned in that course. Then, the grade points of all courses for the semester are combined and divided by the total number of credit hours attempted in that semester. GPA calculation shall include the second decimal digit. The third decimal digit that is over 5 shall be rounded up.

(3) Cumulative GPA calculation shall be calculated from the evaluation results of the courses specified in the curriculum from the first to the latest semesters. The number of credits assigned to each course is multiplied by the point value earned in that course. Then, the grade points of all courses for all semesters are combined and divided by the total number of credit hours attempted in all semesters. GPA calculation shall include the second decimal digit. The third decimal digit that is over 5 shall be rounded up.

(4) If the student gets the symbol I, the GPA calculation for that semester shall include only the courses having other letter grades aside from the symbol I;

(5) Cumulative credit counting to meet the curriculum requirement shall include only the credits of the courses for which the students get grade C or above. If the student enrolled in the same course more than once, the highest grade earned for that course shall be calculated for the cumulative GPA.

(6) In case the student enrolls in any course specified as the equivalent or replacing course, only one out of these courses shall be included in the cumulative credit calculation, and the higher grade of one out of these courses shall be included in the cumulative GPA calculation.

Clause 43 Course re-registration or replacement

If the student gets D + or D or F in the compulsory course in the curriculum, the student needs to retake this course.

In case the student cannot comply with this Clause due to any reason, the student can register other courses specified as the equivalent or replacing courses in the curriculum with the permission from the Chairperson of the curriculum and the Dean of the faculty which offers the course.

Clause 44 Cross registration between different student classified groups of graduate programs shall be in accordance with the announcement of the Graduate School.

Clause 45 The students may transfer the grade(s) from the course or courses in the curriculum of degree level of other universities or higher education institutions to the course or courses in the curriculum of degree level of the intended university in accordance with the criteria and process announced and determined by the Graduate School.

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The students may make a request to transfer the grade or learning results obtained from the lifelong learning or education accumulated in the academic credit bank of the University or other higher education institutions to the course or courses in the curriculum of graduate programs of the intended university, in accordance with the criteria and process announced and determined by the Graduate School.

The students may make a request to transfer the capacity or experience obtained from the lifelong learning or self-development accumulated in the academic credit bank of the University or other higher education institutions to the course or courses in the curriculum of graduate programs of the intended university, in accordance with the criteria and process announced and determined by the Graduate School.

Clause 46 Transfer to the faculty or the major of the other faculty shall be in accordance with the announcement of the Graduate School.

Clause 47 Change of student classified groups shall be in accordance with the announcement of the Graduate School.

Clause 48 Grade record in the transcript resulting from the registration and evaluation under this Chapter shall be as determined by the University.

Chapter 6
Instructors of the Graduate Programs

Clause 49 Instructors of the graduate programs are categorized into full-time instructors and special instructors

(1) Full-time instructors must meet the minimum qualification requirements, possess experience, have academic works and satisfy other conditions in accordance with requirements of each educational level, and in accordance with the Notification of the Commission on Higher Education Standards (CHES) Re: Standard criteria for the curriculums of higher education and the announcement of the Graduate School, as the case may be, including;

(a) Persons holding the position of instructor, assistant professor, associate professor, professor, whether holding the status in the University as a civil servant in the higher education institution or as a University employee or missioned employee of academic category;

(b) Persons holding the position of civil servant in the higher education institution of academic supporting category, the University employee of academic supporting category, specific professional or specialist and missioned employee of academic supporting category of the University, or other positions as additionally announced and determined by the University in line with recommendations of the Academic Council. The Academic Council may issue an announcement on position title determination of personnel who can perform the duties as a full-time instructor of the graduate programs;

(c) Personnel in external organizations which have an official cooperation agreement between that external organization and the University regarding curriculum development and administration;



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The full-time instructors newly-recruited by the University after this regulation comes into force, shall get the score for an English proficiency test in accordance with the criteria determined by the Academic Council;

(2) Special instructors are instructors of the courses in the graduate program curriculum or external qualified persons who are not full-time instructors in accordance with (1) (a), (b) and (c). They shall have qualifications, experience as well as academic works as specified in the applicable standard criteria for the curriculums of higher education. Appointment of any persons as special instructors of any curriculum shall be proposed by the Dean for the permission from the Graduate School Committee, and the President shall be an appointer.

In case the special instructor does not possess the qualifications and or does not satisfy other requirements as specified above, he/she shall be a qualified person equipped with recognized knowledge and experience consistent or in relation to the instructed course. The Dean shall propose the Graduate School Committee and the Academic Council for the permission, and the President shall be an appointer. In case of any reason or necessity to appoint a special instructor for an entire course, the Chairperson of the curriculum shall propose the Dean for the permission. In this case, a full-time instructor shall be mutually responsible for the teaching and student development process throughout the course provision period. The Dean shall propose the Graduate School Committee and the academic Council for the permission, and the President shall be an appointer.

Clause 50 Instructors of the graduate programs shall have the duties, as follows;

(1) Instructors of the curriculum include the full-time instructors whose qualifications correspond with or are related to the majors in the curriculum permitted or approved by the University. Their duties are to teach courses and conduct researches in the subjects related to the said majors. An instructor can serve many curriculums at the same time.

(2) Curriculum supervisor include the instructors whose duties are to administrate and develop the curriculum and teaching, starting from planning, quality control, following-up and evaluation and curriculum development. The curriculum supervisor shall be assigned to such curriculum at all time of education provision. The instructor cannot be responsible for more than 1 curriculum at the same time, except for the multidisciplinary or interdisciplinary curriculum where the instructor can be responsible for another curriculum. In this case, the number of instructors responsible for 2 curriculums shall not be more than 2. The curriculums of master's and doctoral degrees of the same major may be assigned to the same set of the curriculum supervisors.

One instructor could be in charge of no more than 2 curriculums.

(3) Instructors include the full-time or special instructors assigned or appointed to teach the course or some subjects of each course. In this regard, the instructors' qualifications shall be in accordance with the standard criteria determined by the curriculum.



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(4) Advisors of independent study, master thesis and doctoral dissertation shall consist of main advisor and co-advisors;

(a) Main advisor shall include the instructors of the curriculum whom the faculty proposes to the Graduate School for appointment to be in charge of an individual student’s learning process to write the independent study, master thesis or doctoral dissertation, such as consideration of the title and proposal, consultation and supervision, as well as progress assessment and preparation for the independent study, master thesis and doctoral dissertation examination;

(b) Co-advisor shall include the instructors of the curriculum or full-time instructors or full-time researchers or external qualified persons whom the faculty proposes to the Graduate School for appointment to jointly work with the main advisor on consideration of the proposal, as well as consultation and supervision on the student’s working on the independent study, master thesis and doctoral dissertation.

The external person fully qualified in accordance with the Notification of the Commission on Higher Education Standards (CHES) Re: Standard criteria for the curriculums of higher education, shall be appointed by the Dean of the Graduate School.

In an event that the external qualified person is not fully qualified or does not have academic works in accordance with the determined criteria, the external qualified person must be recognized for his/her knowledge, skill and experience, consistent or in relation to the title of independent study, master thesis or doctoral dissertation, and get the approval from the Academic Council.

(5) The examiners of the independent study, master thesis and doctoral dissertation shall include the instructors of the curriculum, full-time instructors or full-time researchers and external qualified persons.

The qualifications of full-time instructors, instructors of the curriculum, curriculum supervisors, instructors, special instructors, full-time researchers, main advisors, co-advisors, examiners of the independent study, master thesis and doctoral dissertation and external qualified persons, shall be in accordance with the Notification of the Commission on Higher Education Standards (CHES) Re: Standard criteria for the curriculums of higher education and the announcement of the Graduate School.

The external person fully qualified in accordance with the Notification of the Commission on Higher Education Standards (CHES) Re: Standard criteria for the curriculums of higher education, shall be appointed by the Dean of the Graduate School.

In an event that the external qualified person is not fully qualified or does not have academic works in accordance with the determined criteria, the external qualified person must be recognized for his/her knowledge, skill and experience, consistent or in relation to the title of independent study, master thesis or doctoral dissertation, and get the approval from the Academic Council.

The appointment of persons fully qualified in accordance with Clause 49 to be a full-time instructor to perform duties under Clause 50 in any curriculum as the instructor of the curriculum, curriculum supervisor, main advisor, co-advisor, examiner of the independent study, master thesis and doctoral dissertation shall be done by the Dean of the Graduate School. The appointment of any person under any division aside from the division responsible for the curriculum or jointly responsible for the curriculum, requires the permission from the Dean of the faculty which that person works for, except the case of instructor appointment where the Dean shall be the appointer.



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A new instructor with doctoral degree qualification who has no academic work after his/her graduation, can be, mutatis mutandis, an instructor of the graduate program. If the person will serve as an instructor of the curriculum, curriculum supervisor, advisor of the independent study/master thesis /doctoral dissertation and examiner of the independent study/ master thesis /doctoral dissertation, he/she must have at least 1 academic work within 2 years after graduation, or 2 academic works within 4 years after graduation, or 3 academic work within 5 years after graduation.

Chapter 7
Teaching and Examination

Clause 51 Education provision, determination of class schedule and instructors of different courses in the curriculum shall be as announced and determined by the faculty. In case of any necessity to change the class schedule, place of teaching and instructors, the students shall be reasonably notified thereof in advance. And the faculty shall accordingly issue the announcement of such change.

Clause 52 The class schedule shall indicate the instructor's name. Other person whose name is not indicated in the class schedule shall not replace the instructor in teaching the course, except with a proper reason and with the permission from the Dean.

Clause 53 Writing the independent study, master thesis or doctoral dissertation shall be in accordance with the announcement of the Graduate School.

Clause 54 The duties and works of the advisors of the independent study, master thesis and doctoral dissertation shall be in accordance with the Notification of the Commission on Higher Education Standards (CHES) Re: Standard criteria for the curriculums of higher education.

Clause 55 Examination schedule of courses

(1) Examination schedule of each course shall be indicated by the faculty in the class schedule. In case of inability to determine the examination schedule or necessary change of the schedule, the students need to be reasonably notified thereof in advance;

(2) The mid-term examination schedule shall be in accordance with the announcement of the University. In case any course needs to evaluate the study result by examination, but the examination cannot be held in accordance with the said announcement, the responsible personnel shall propose the matter to the Dean or his/her assignee for the approval;

(3) The final examination schedule of each semester shall be in accordance with the announcement of the University.

Clause 56 Comprehensive examination

(1) Comprehensive examination is an examination for the master's degree curriculum Plan 2 which could be a written and/or oral examination regarding the student's major and related areas of study to evaluate the student's integration ability of the learned knowledge. Comprehensive examination shall be conducted by the comprehensive examination committee nominated by the faculty to the Graduate School for appointment;

(2) The comprehensive examination criteria shall be in accordance with the announcement of the Graduate School;

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Clause 57 Qualifying Examination

- (1) Qualifying examination for the doctoral degree curriculum is an examination to assess the student's inclusive knowledge of analytical skill and potential in conducting an independent research to indicate the student's potential and readiness to conduct a research and write a doctoral dissertation;
- (2) The criteria for qualifying examination shall be in accordance with the announcement of the Graduate School.

Clause 58 Proposal examination for the independent study, master thesis or doctoral dissertation shall be in accordance with the announcement of the Graduate School.

Clause 59 Proposal of research ethic consideration shall be in accordance with the announcement of the Graduate School.

Clause 60 Oral examination for the independent study, master thesis or doctoral dissertation shall be in accordance with the announcement of the Graduate School.

Clause 61 In case the student did not pass the proposal examination and/or oral examination for the independent study, master thesis or doctoral dissertation, the student is entitled to raise an appeal to the Graduate School. In this regard, the appeal consideration criteria and approach shall be as determined by the Graduate School.

Clause 62 In case the student did not pass the oral examination for the doctoral dissertation, the student may be considered to transfer to the master's degree level of the same major. The oral examination committee for the doctoral dissertation shall initially consider the matter. Then, the student shall submit a request to change the educational level through the Chairperson of the curriculum, Head of department/chairperson of the department and the faculty/college to propose to the Graduate School Committee for approval.

Clause 63 Copyright of the independent study, master thesis or doctoral dissertation shall be the property of the University. The students and advisors may publish the independent study, master thesis or doctoral dissertation or any part of these works for the academic purpose.

Publication and use of the independent study, master thesis or doctoral dissertation or any part of these works, including any works derived from the independent study, master thesis or doctoral dissertation or any part of the said works for the commercial purpose or otherwise, shall obtain the permission from the President.

Clause 64 In case it is found that the student's work duplicates or overlaps with other person's work or the independent study, master thesis or doctoral dissertation is done by engaging other person or breaching of research ethics in accordance with the criteria determined by the University, the University shall consider cancellation of that independent study, master thesis or doctoral dissertation. The Graduate School shall determine the consideration criteria and approach on cancellation of the independent study, master thesis or doctoral dissertation.

Clause 65 Process and means on the study result presentation, certification, approval and record shall be as announced and determined by the University.



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Clause 66 The University shall establish the registration system to record the students' information regarding their studies in accordance with this regulation. The said system must be efficient, reliable, modern and safe. And the University shall establish the good control process.

Chapter 8
Graduation and Degree Approval

Clause 67 The students completing the study of graduate program in accordance with this regulation shall achieve the study results as prescribed in the curriculum, have the qualifications in accordance with this regulation and comply with all requirements, as follows;

- (1) The students shall have good behaviors appropriate with the rights and honor of the degree or graduate diploma and higher graduate diploma;
- (2) The students have never been ethically penalized or penalized due to the breach of research ethics which prohibits the students from graduation in accordance with the University' regulations;
- (3) The independent study, master thesis or doctoral dissertation is not cancelled;
- (4) The students have no overdue debt payable to the University;
- (5) Other reasons in accordance with this regulation.

Clause 68 The Graduate School shall propose a list of students who satisfy all requirements for the approval of graduate diploma and higher graduate diploma, master's degree or doctoral degree, as follows;

- (1) Graduate diploma or higher graduate diploma

The students who expect to complete their program requirements are required to submit a request for graduation through the system of the Office of Registrar and submit the documentary evidences in accordance with the graduation criteria. The graduation criteria include the followings;

- (a) The period of study shall not exceed the period stipulated under Clause 11;
- (b) The students have enrolled in all required courses stipulated in the curriculum structure and earned the grade symbol as specified by the criteria;
- (c) The cumulative GPA of the courses under the curriculum shall not be below 3.00 out of 4.00 or equivalent;
- (d) Other requirements stipulated in the curriculum or other requirements approved by the Graduate School.

The last day of the semester in accordance with the academic calendar of the University shall be deemed as graduation day of graduate diploma or higher graduate diploma.



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(2) Master's degree

The students who expect to complete their program requirements are required to submit a request for graduation through the system of the Office of Registrar and submit the documentary evidences in accordance with the graduation criteria. The graduation criteria include the followings;

(a) Master's degree, Plan 1

- 1) The period of study thorough the curriculum shall be in accordance with Clause 11;
- 2) The students have enrolled in all required courses stipulated in the curriculum (if any) and earned the cumulative GPA not less than 3.00 out of 4.00 or equivalent;
- 3) The students have presented the master thesis and passed the final oral examination and achieved the study results in accordance with the qualification standard of graduate program;
- 4) The students passed the oral examination conducted by the master thesis examination committee appointed by the Graduate School. The examination must be held openly and interested people can attend the examination;
- 5) The master thesis or part of the master thesis must be published or at least disseminated in the form of article or innovation or invention or other academic work which could be searched as determined by the Academic Council;
- 6) The complete and revised master thesis is submitted and could be printed out from i-thesis system;
- 7) Other requirements stipulated in the curriculum or other requirements approved by the Graduate School.

(b) Master's degree, Plan 2

- 1) The period of study thorough the curriculum shall be in accordance with Clause 11;
- 2) The students have enrolled in all required courses stipulated in the curriculum and earned the cumulative GPA not less than 3.00 out of 4.00 or equivalent;
- 3) The students have passed the written and/or oral comprehensive examination of the respective major;
- 4) The students presented the master thesis and passed the final oral examination and achieved the study results in accordance with the qualification standard of graduate program;
- 5) The students passed the oral examination conducted by the master thesis examination committee appointed by the Graduate School. The examination must be held openly and interested people can attend the examination;
- 6) The complete and revised master thesis is submitted and could be printed out from i-thesis system;
- 7) The master thesis must be published in accordance with the announcement of the Graduate School;
- 8) Other requirements stipulated in the curriculum or other requirements approved by the Graduate School.

This document has been translated by a qualified translator of

Burapha University Language Institute



A handwritten signature in blue ink, appearing to read 'Supannikar Kamlangharn'.

(Miss Supannikar Kamlangharn)

Deputy Director -signature-

Burapha University Language Institute

Certified correct translation

A handwritten signature in blue ink, appearing to read 'Phanphaka Rungruang Haworth'.

(Phanphaka Rungruang Haworth)
translator

(3) Doctoral degree

The students who expect to complete their program requirements are required to submit a request for graduation through the system of the Office of Registrar and submit the documentary evidences in accordance with the graduation criteria. The graduation criteria include the followings;

(a) Doctoral degree, Plan 1

- 1) The period of study thorough the curriculum shall be in accordance with Clause 11;
- 2) The students have passed the qualifying examination to be entitled to write a doctoral dissertation;
- 3) The students have presented the doctoral dissertation and passed the final oral examination and achieved the study results in accordance with the qualification standard of graduate program;
- 4) The students passed the oral examination conducted by the doctoral dissertation examination committee appointed by the Graduate School. The examination must be held openly and interested people can attend the examination;
- 5) The doctoral dissertation or part of the doctoral dissertation must be published or at least accepted for publication in an international quality journal in accordance with the announcement determined by the Commission on Higher Education Standards (CHES) for at least 2 articles, or the doctoral dissertation or part of the doctoral dissertation must be published or at least accepted for publication in an international quality journal in accordance with the announcement determined by the Commission on Higher Education Standards (CHES) for at least 1 article, and it must be an innovative work or creative work which could produce benefits in terms of commerce, society and economy for at least 1 article, or get at least 1 patent;

In case of innovative work or creative work, the doctoral dissertation shall be assessed by the external qualified committee of the same or related area of study, consisting of at least 3 persons who are recognized for their knowledge, skill and experience, and obtain the approval of the University Council.

The students of doctoral degree of social science and humanities departments may publish the doctoral dissertation in the quality national journal as determined by the Commission on Higher Education Standards (CHES)

- 6) The complete and revised doctoral dissertation is submitted and could be printed out from i-thesis system;
- 7) Other requirements stipulated in the curriculum or other requirements approved by the Graduate School.

(b) Doctoral degree, Plan 2

- 1) The period of study thorough the curriculum shall be in accordance with Clause 11;
- 2) The students have enrolled in all required courses stipulated in the curriculum (if any) and earned the cumulative GPA not less than 3.00 out of 4.00 or equivalent;
- 3) The students have passed the qualifying examination to be entitled to write a doctoral dissertation;
- 4) The students have presented the doctoral dissertation and passed the final oral examination and achieved the study results in accordance with the qualification standard of graduate program;
- 5) The oral examination is conducted by the doctoral dissertation examination committee appointed by the Graduate School. The examination must be held openly and interested people can attend the examination.



Burapha University Language Institute

(Miss Supannikar Kamlangham)
-signature-
Deputy Director

Burapha University Language Institute

Certified correct translation

(Phanphaka Rungruang Haworth)
translator

6) The doctoral dissertation or part of the doctoral dissertation must be published or at least accepted for publication in an international quality journal in accordance with the announcement determined by the Commission on Higher Education Standards (CHES) or obtain a patent or must be an innovative work or creative work which could produce benefits in terms of commerce, society and economy.

In case of innovative work or creative work, the doctoral dissertation shall be assessed by the external qualified committee of the same or related area of study, consisting of at least 3 persons who are recognized for their knowledge, skill and experience, and obtain the approval of the University Council.

The students of doctoral degree of social science and humanities departments may publish the doctoral dissertation in the quality national journal as determined by the Commission on Higher Education Standards (CHES)

7) The complete and revised doctoral dissertation is submitted and could be printed out from i-thesis system;

8) Other requirements stipulated in the curriculum or other requirements approved by the Graduate School.

Clause 69 If the students with complete qualification intends to graduate in any semester, the students must submit the documentary evidences to request for graduation within the deadline in accordance with the announcement of the Graduate School, otherwise the students may not be nominated to the University Council to approve the diploma or degree in that semester.

Clause 70 To get approval for the graduate diploma, higher graduate diploma, master's degree and doctoral degree, after the students have completed all qualifications for graduation, the students shall submit the documentary evidences of graduation in accordance with the criteria of graduation evidence determination to propose to the Graduate School Committee for consideration.

The Graduate School shall propose the list of students to the Office of Registrar to further propose to the Academic Council.

Upon the approval from the Academic Council, the list of students is further proposed to the University Council for approval.

In case of master's degree and doctoral degree, the day when the Graduate School receives the complete independent study, master thesis or doctoral dissertation and all evidences of graduation, shall be deemed as the day of graduation.

The criteria of graduation evidence determination shall be as announced and determined by the Graduate School.



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(Miss Supannikar Kamlangharn)

Deputy Director

Burapha University Language Institute

Certified correct translation

(Phanphaka Rungruang Haworth)
translator

Clause 71 The University Council may change or revoke the conferral of master's degree, doctoral degree, graduate diploma or higher graduate diploma in accordance with the criteria specified in the announcement of the University with the permission from the Graduate School.

Clause 72 The graduating students are entitled to the certificate of graduation, transcript and diploma or degree in the format and manners determined by the University.

Clause 73 Regarding issuance of degrees and transcripts, the degree titles, major and course titles, as well as indication of the title of the independent study, master thesis or doctoral dissertation in line with the major, shall be indicated in consistence with the curriculum documents certified by the Commission on Higher Education Standards (CHES).

Clause 74 The University may organize the ceremony to confer the degrees or diplomas to the graduating students, for which the criteria and procedure regarding the students entitled to receive the degrees or diplomas or any related affairs shall be as announced and determined by the University.

Transitory Provisions

Clause 75 Any announcements, practices and criteria of the University being in force on the day before the effective date of this regulation shall remain applicable so long as they do not conflict or contradict with this regulation, or until the announcements, practices and criteria issued by virtue of this regulation come into force.

The students who enroll in the graduate program before the enactment of this regulation shall be subject to the Regulation of Burapha University on Provision of Graduate Studies B.E. 2562 until their graduation, except in the case of Clause 26 of this regulation where this regulation shall apply mutatis mutandis.

Clause 76 Any implementation regarding the provision of graduate education conducted prior to the enactment of this regulation shall remain applicable so long as it does not contradict the standard criteria for the curriculums of higher education.

In case the standard criteria for the curriculums of higher education are amended, different or contradict with this regulation, the standard criteria for curriculums applicable at that time shall be applied.

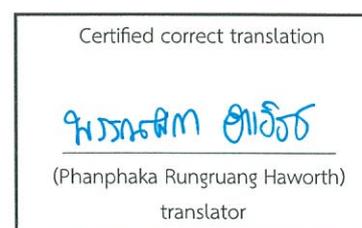
In case of any complication regarding the provision of education under this regulation, the matter shall be subject to the discretion of the President with recommendations of the Graduate School Committee.

Clause 77 Any statement in this regulation regarding the standard criteria for curriculums shall apply to the curriculum approved by the University Council as of 27 September 2022 (B.E. 2565) onward.

Announced on 20 February 2023 (B.E. 2566)

-Signature-

(Associate Professor Sumon Sakolchai)
Chairperson of Burapha University Council



Remark: - The reason for issuance of this regulation is that the Regulation of Burapha University on Graduate Studies B.E. 2562 and announcements issued by virtue of the said regulation have been in force for some time. At present, many changes on educational reform have been enacted, such as the Higher Education Act, Ministerial Regulation on Higher Education Standard, the Notification of the Commission on Higher Education Standards (CHES) Re: Standard criteria for the curriculums of higher education and the Notification of the Commission on Higher Education Standards (CHES) Re: Criteria and method on transfer of credits and grades of graduate education level, policies on lifelong education provision and academic credit bank education provision, as well as the rapidly-changing sciences and emergence of education provision innovations in various forms. Therefore, it deems appropriate to amend the substance of the rules used in the education provision to be suitable to the current circumstances and to allow the agile education provision and to benefit both the students and the University. Hence, it deems appropriate to amend the criteria regarding the graduate education and deems necessary to issue this regulation.

