

# Protocol for Registration

Fill in Registration Form AS 03

In case of unavoidable absence of advisor, consult the chairperson

It is a **MUST** to consult your advisor before registration

Advisor Approval

Late registration will be allowed only with reasonable request as per **PROTOCOL 2** (see protocol 2 for late registration)

Register your Study at Academic Section

In case no late registration has been requested, an extra fee of 50 baht/day will be charged

Payment at Financial Office

Change in subject registration can be done within 2 weeks of semester start as per **PROTOCOL 3** (see Protocol 3 for subject change)

- Maximum 15 credits, Minimum 6 credits unless total credit left is less than 6.