



B.E. International Program

Faculty of Economics, Thammasat University



Registration Schedule & Registration Instructions

Please read carefully. For any questions, please contact the B.E. program in person
or at patcharapim@econ.tu.ac.th

Registration and Semester S/2012 Schedule

Activities	Time Period
Registration period	May 20 – 21, 2013
Tuition payment period	May 20 – 22, 2013
First day of class for Semester S/2012	June 3, 2013
Add-drop period	June 3 – 10, 2013
Withdrawal period with “W” on record	July 3 – 5, 2013
Last day of class for Semester S/2012	July 28, 2013
Final exam period	July 29-31, 2013

Registration and Fee Payment Schedule for Semester S/2012

Student ID	Registration	Fee Payment
51xxxxxxxx-55xxxxxxxx	May 20 – 21, 2013 9 AM – 11.59 PM	May 20 – 22, 2013 9 AM – 8 PM at any Kasikorn Bank’s service counter.

Remarks:

1. Online registration system will open on May 20 – 21, 2013 at 9 AM.
2. Please check your financial status on the registration promptly.
If payment is still required, please contact the BE office.
3. Registration is complete when payment has been registered. Any student who cannot follow the schedule, please fill in a request form and submit it in person at the B.E. Office or at patcharapim@econ.tu.ac.th before Friday, May 10, 2013.
4. Students whose payments are not registered by Wednesday, May 22, 2013. will have their registered courses deleted from the system. Students may register again during

the Add-Drop period (June 3 to 10, 2013) but must pay a penalty of 45 baht/day starting from June 3, 2013. Students may not be able to re-register for if they are full.

Registration Instructions

1. Students must complete all prerequisites for courses.
2. Any course with less than 20 enrollments will be closed unless the B.E. office announces otherwise.
3. The class quota is 60.
4. Any student who wishes to audit a class must submit a request form at the B.E. office before the semester begins. Students can register as auditors only when they are permitted by advisers and instructors.
5. Students may only register once. Further changes after registration can be made only during the Add-Drop period.

Remark: To verify registration, click confirm on the first page and re-confirm on the second page of your browser.

6. Do not leave selected course(s) in the table on the registration page if you do not intend to choose them.
7. Payment can be made in cash by submitting an invoice with barcode at any Kasikorn Bank service counter. Kasikorn Bank will report your payment to the B.E. office and students need not deliver the transfer slip to the B.E. office.
8. Any student who chooses to register for course(s) that require a lecturer's consent, must submit a request form noting your recent academic record to the BE Office in person or at patcharapim@econ.tu.ac.th by Friday, May 10, 2013. Your request will be submitted for consideration.
9. Any students who participated in the exchange program whose transfer credits are pending, whereas but require these credits as prerequisites cannot enroll online. These students must submit a request form at the BE office either in person or at patcharapim@econ.tu.ac.th by Friday, May 10, 2013.
10. We strongly suggest that you take the time to read the Online Registration Manual carefully.

For any questions about registration, please contact Khun Patcharapim Vitayakaseat, B.E. Academic Coordinator at patcharapim@econ.tu.ac.th.

B.E International Program

April 24, 2013