

Registration Schedule & Registration Instructions

**MUST READ CAREFULLY. For any questions, please contact the B.E. program
in person or at be_academic@econ.tu.ac.th**

Registration and Semester 1/2024 Schedule

	Activities	Time Period
BE Portal (http://be-portal.econ.tu.ac.th/)	Pre- Registration period (Non-EE Courses)	June 24 – 26, 2024
Registration & Payment (Via TU Greats App)	Create Plan from Quota via TU Greats App (ID.64-66) *Same Course as BE Portal	July 9, 2024
	Registration period (ID.64)	July 9, 2024
	Registration period (ID.65)	July 10, 2024
	Registration period (ID.66)	July 11, 2024
	Tuition Fee Payment Period	July 9 – August 9, 2024 (9 AM - 10.30 PM)
	Create Plan from Quota via TU Greats App (ID.67)	August 1 - 9, 2024
	Registration period (ID.67)	August 8-9, 2024
	First day of class for Semester 1/2024	August 13, 2024
	Add-drop period	August 13 - 26, 2024 (from 9.00 AM of August 13 to 10.30 PM of August 26)
	Tuition Fee Payment Period	August 13 - 27, 2024 (9 AM - 10.30 PM)
Key Activities Calendar	Mid-term Examination Period	September 29 – 30, October 1 – 6, 2024
	Withdrawal period with “W” on record	August 29 – October 20, 2024 (from 9.00 AM of August 29 to 10.30 PM of October 20)
	Last day of class for Semester 1/2024	December 2, 2024
	Final exam period	December 3-4, 6-9, 11-19, 2024

Schedule for BE portal (non-EE), assigned by date and time.

BE- Portal (http://be-portal.econ.tu.ac.th/)	Date / Time			
		09.00-11.00	12.00-14.00	15.00-17.00
	Regular pre-registration (Non – EE)	June 24 (ID64)	FN&MK (ID64)	Free-cluster (ID64)
		June 25 (ID65)	FN&MK (ID65)	Free-cluster (ID65)
		June 26 (ID66)	FN&MK (ID66)	Free-cluster (ID66)
				all (ID64)
				all (ID65)
				all (ID66) + Unspecified minor; all IDs)
Add & Drop all courses (EE and non-EE)	June 27 (All IDs)	13.00 PM – 15.00 PM		
		- Final round of pre-registration; you can drop and add any courses, both EE and non-EE. - If you miss the regular pre-registration, you can do it now.		

CAUTION

- In each semester, students **MUST** register EE-titled courses and/or General Education courses section 1-2/ TU-titled courses/ compulsory courses more than a half of the courses in each semester.
- Students are **not allowed** to register EE211, EE212, EE311 and EE312 simultaneously. Students must register only one of these courses in each semester

Registration and Fee Payment Schedule

Via TU Greats App

Student ID	Registration (Reg TU)	Fee Payment
64xx	Tuesday, July 9, 2024 9 AM – 10.30 PM	July 9 – August 9, 2024 via TU Greats App (9 AM - 10.30 PM)
65xx	Wednesday, July 10, 2023 9 AM – 10.30 PM	
66xx	Friday, July 11, 2024 9 AM – 10.30 PM	
67xx	Thursday & Friday, August 8-9, 2024 9 AM – 10.30 PM	
		Not need paying fees

Registration (TU Greats App) Instructions

1. Students must carefully check their intend-to-register courses, time tables as well as the relevant examination dates which are all provided in the 'INFORMATION PACKAGE FOR ADVANCE REGISTRATION, SEMESTER 1/2024 in BE-Moodle.

2. The online registration via university via TU Greats Application.

3. Students must complete all prerequisites required for the courses.

4. Do not leave selected course(s) in the table on the registration page if you do not intend to choose them.

5. Payment can be made via TU Greats Application.

6. Students are allowed to register only on the date corresponding to those announced by the office. The confirmation of their registration is final, hence, cannot be revised or edited. Any changes are possible again during the Add-Drop period.

7. Any students fail to make the payment in time specified by the office are subject to the cancellation of all courses registered.

The students will need to register again during the Add-Drop period and are subject to a fine of THB45 per day for not being able to register in time.

8. We strongly suggest that you take the time to read the Online Registration Manual carefully.

Cautions (MUST READ)

1. In each semester, students MUST register EE-titled courses and/or General Education courses section 1-2/ TU-titled courses/ compulsory courses more than a half of the courses in each semester.

***** Exception:** Under special circumstances, fourth year students can request for approval of the violation of this restriction. The following documents must be submitted to B.E. office:

- General Request Form in which descriptive reasons and supervisor's approval are necessary

- Request for of Degree Conferring and Transcript.

2. Students are not allowed to register **EE211, EE212, EE311 and EE312** simultaneously. Students must register only one of these courses in each semester.

Add-Drop Process

1. Add-Drop period is on August 13 - 26, 2024. From 9.00 AM of August 13 to 10.30 PM of August 26.
2. Students can edit the list of courses registered during the add-drop period (as long as the courses are available).
3. If students had already added and confirm the change but wish to withdraw the added courses, students must pay the relevant fees to be able to withdraw the course.
4. Students who wish to change the section (for example from EE311 section/group 1 to section/group 2) Note that the change can be done only when there is/are seat(s) available. **Please note that this action will incur a fee, calculated at the add/drop course rate (except for Students ID.66).**

Withdrawal (Drop W)

The B.E. academic calendar defines the Drop-W period for semester 1/2024 as between August 29 – October 20, 2024. (from 9.00am of August 29 to 10.30pm of October 20). During this time, students may drop courses through the Reg-TU online system (www.reg.tu.ac.th) no printed request form or instructor approval is required any longer.

Submitting Forms for Degree Conferral

* Students who are going to graduate in semester 1/2024, please submit the degree conferring form by August 13 – 26, 2024

*For any questions about registration, the curriculum or the degree conferring, please contact B.E. Academic Coordinator at be_academic@econ.tu.ac.th



B.E. International Program