

## Acceptance for Transferred Student from another Institute

### Procedure :

1. Pay 50 baht for the enroll document which can be bought at Student Admission Office, The Center for Educational Services in Classroom Building Complex 2 or download it at the opened faculties on [www.sut.ac.th](http://www.sut.ac.th). Please click 'transfer from another institute' then, 'enrolled form' and 'request for credits transfer'
2. Complete the form with documents listed below :
  - 2.1 Request for credits transfer form to enroll in Suranaree University of Technology
  - 2.2 Recommendation and Certified Student Status
  - 2.3 Course description of the studying field
  - 2.4 Transcript of Bachelor/Master/Doctorate Degrees
  - 2.5 Photocopy of ID card, government official ID card, or state enterprise employee ID
  - 2.6 Photocopy of marriage and name changing certificates (the latter is in case the name and last name do not match the educational/ID documents)
  - 2.7 Admission fee is 500 baht
3. All the requested form and documents should be handed to Admission Office, The Center for Educational Services in Classroom Building Complex 2 for the verification
4. The office will send all documents to the office of the field of study for consideration
5. The office will give the result of consideration to Admission Office to later inform students of the result
6. If student is approved to study at the university, the office of the field of study will present the consideration to Academic Senate about transferring courses
7. Registration Office will later announce the final consideration to students