

Registration for less than 9 or more than 22 course credits

Students must proceed the registration within first 10 days of the semester (this include professor's consideration). However, the registration for below the required course credits can only be done under 3 cases :

1. Student is going to graduate from institute
2. The registered course has course credits that is less than 9
3. The semester requires registering courses that are under 9 course credits.

Procedure :

1. Student can request for more/less than specified credits form (T.16) at Registration Office, The Center for Educational Services in Classroom Building Complex 2 or print the form out at <http://reg.sut.ac.th>, select "Download forms", then choose 'Request to register more/less than specified credits at undergraduate level (T.16)' under Form for Students section.
2. Complete and sign the form, present to advisor for consideration and signature
3. Present the completed form to head of the course for approval
4. Registration Office will record the request after you have gained the approval from head of the course. This procedure is also applied for a request of above required course credit.
5. For those who request for below required course credit, without approval from the head of the course, students have to register more to meet the specified course credit of 9 or more.

Student who can register without the need to file a request

1. Student who is in the last year of education (following academic year courses) and is pending for graduation can register less than specified course credits because they are going to graduate.
2. Student who has been studying more than usual academic year courses for example, more than 4 years (for bachelor degree of 4 academic year courses) can register can register less than course credits because the registered courses may be lower than specified course credits