Notification of Graduation

Those who wish to notify the University of their Graduation must be fully qualified of all rules specified by the University and must proceed as follow:

1. **Filing a request to notify of graduation**

The student files a request to have their graduation notified within 5 weeks since the commencement of the trimester, in which the graduation is expected, via the website: http://reg.sut.ac.th. To this end, the student should follow the steps for notification of graduation from the menu, "Guidelines on Notification of Graduation," before proceeding to ensure the correct procedure and the student should also query its status by accessing the menu "Request Follow-up" or the menu "Enquiry: Notification of Graduation." (1 day after filing the request). To do so, the student is to select the institute and academic year, to click the number at the required school and trimester. All the names of those who have notified of their graduation in that school will appear and their statuses would show, awaiting for approval. If you name is not there, It means that the correct notification of graduation procedure has not been followed and you are to make another request, appropriately (If remain unsuccessful, revise your steps and ensure that they correspond to the guideline, or you may alternatively, contact an Evaluation and Graduate Information officer, at the Center for Educational Services, Lecture Building 2, 04-4223 027-8).

2. **During the notification of graduation proceeding**

The student must verify their personal information from the menu "Verify Personal Information." If any mistake is found, they are to contact the Evaluation and Graduate Information division. If no contact has been made, it is assumed that the data is accurate.