



Naresuan University Announcement
Subject: Guidelines for Transferring Study Plans
and Academic Levels for Graduate Students

To ensure that the process of changing study plans and educational levels for graduate students proceeds smoothly, systematically, and consistently,

Pursuant to Sections 20, 21, and 37 of the Naresuan University Act B.E. 2533 (1990), and in accordance with Article 20 of the Naresuan University Regulations on Graduate Education B.E. 2559 (2016), and Article 25 of the Naresuan University Regulations on Graduate Education B.E. 2565 (2022), together with the resolution of the Academic Council in Meeting No. 5/2567, held on 7 May 2024, the guidelines for changing study plans and educational levels for graduate students are hereby established as follows:

Article 1: This announcement shall be referred to as the “Naresuan University Announcement on Guidelines for Transferring Study Plans and Educational Levels for Graduate Students.”

Article 2: This announcement shall come into effect from the day following its publication.

Article 3: The following announcements are hereby repealed:

(1) Naresuan University Announcement on Guidelines for Changing Study Plans for Graduate Students, dated 21 August 2013.

(2) Naresuan University Announcement on Guidelines for Changing Study Plans for Graduate Students (Amendment), No. 2, dated 28 August 2019.

Article 4: Definition of Terms:

“**Transfer of study plan**” refers to the transfer of study plans within the same degree program, either within the same field of study or to a different field of study.

“**Change of academic level**” refers to the transfer of academic levels from a master’s degree to a higher graduate diploma or a doctoral degree, or from a doctoral degree to a higher graduate diploma or a master’s degree, or from a graduate diploma to a master’s degree, or from a master’s degree to a graduate diploma.

Article 5: Students may change their study plan or educational level as necessary, but such changes may be made only once.

Article 6: Students wishing to request a transfer of study plan or academic level must have been enrolled for at least one semester. The request must be submitted with the approval of the academic advisor, the head of the department or program, the program chair, and the dean of the faculty responsible for the program. This must be done at least six weeks before the beginning of the semester in which the new study plan or educational level will commence.

Article 7: The Dean of the Graduate School shall be responsible for approving requests for the transfer of study plans or academic levels, subject to the approval of the faculty or college overseeing the program. Once the Dean of the Graduate School has granted approval, the Graduate School Committee shall be informed accordingly.

Article 8: For students who transfer their study plan or academic level, the calculation of their cumulative grade point average shall be based on the product of the credit hours and grade points of all courses listed in the new study plan or academic level. Any courses that are not included in the new study plan or academic level, regardless of the grade received, shall not be included in the calculation of the cumulative grade point average.

Article 9: For students requesting a transfer of study plan or academic level, the duration of study shall be counted from the date of their initial enrollment in the original study plan or academic level. Students must complete their studies within the specified duration of the new program.

Article 10: The President shall be responsible for the enforcement of this announcement. In the event of any issues arising from its implementation or matters not specified herein, the President shall have the authority to resolve such issues. The President's decision shall be deemed final.

Announcement Date: 31 May 2023

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Acting President of Naresuan University