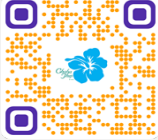



MUIC Timetable for New Students

For all accepted students (Trimester 1, September 2023) / Academic Year 2023-2024

SECOND ENTRY (ID.6680516 - 6680xxx)




Please read the timetable and details carefully

Step	Date/Time	What you have to do	Place/ Online	Remark
1	24 - 25 August 2023	1 Confirm your exam result and pay the Admissions fee of 10,000 baht* *Except Pending Students *Creative Technology Major The Admissions Fee 10,000 THB will be later included in the tuition fee.	Confirmation: https://admission.muic.io/#/login	The Admission Office Tel. 0-2700-5000 ext. 4344-4347 E-mail: icdad@mahidol.ac.th
	25 - 27 August 2023	2 Buy MUIC uniform accessories Product details: For Female Set : A Brown Belt + A Buckle + A Bow Tie + A Pin = 315 Baht For Male Set : A Black Belt + A Buckle + A Necktie = 290 Baht Note: Shirt, Pants or Skirt can be purchase at any store	Please purchase uniform accessories at MUIC Welfare Shop (Chabathip) or Online order via : 	
2	5 September 2023 (Compulsory)	Student I.D. Number Announcement	Student I.D. Number Announcement https://muic.mahidol.ac.th/eng/academic-resources/registration-information/accepted-students/	1
		Completing the <u>ONLINE Enrollment Form</u> for New Student <i>(Compulsory)</i> All freshmen have to confirm their intention to enroll at MUIC by completing the Online Enrollment Form for New Students for Trimester 1 / Academic Year 2023-2024 and need to upload a photo in MU's formal uniform for student I.D. card. * If you do not complete the Online Enrollment Form on the date scheduled, you will not be eligible as the MUIC student To complete the process online, you will need : 1. Student I.D. Number https://muic.mahidol.ac.th/eng/academic-resources/registration-information/accepted-students/ 2. Digital file of a official photo (For Student I.D. card, and MUIC database) click the link to see the photo's details https://drive.google.com/file/d/16teBsCpQaO6vWet7cBaaOkEZZt1pGV8T/view?usp=sharing Regarding the Covid-19 situation, you might submit the official photo later, but please note that you would get the ID card after submitting the MU student photo as required.	ONLINE Enrollment Form : <i>(Compulsory)</i> https://sea.muic.mahidol.ac.th/enrollment/#/login 1. Sign up for a new account for the first-time users *You can create an account using your personal email address. 2. Use the account you created to log in to MUIC Enrollment system	 2
		Remark; You can collect the Student I.D. card at The Registrar Unit (Counter A), 3rd Floor, Aditayathorn Bldg. from 18 SEPTEMBER 2023 onwards. * If your uploaded photo does not meet the requirements, you would not be able to collect the Student I.D. card on time.	After your online form has been verified, you will then receive an email confirmation with a link to activate your MU Internet Account and SKY Account. Once Your account has been activated successfully, you will receive; 1. SKY ACCOUNT : Username and Password for SKY system, Registration System and e-learning 2. MU ACCOUNT : Username and Password for Mahidol University Internet Account	3
		Online Enrollment Manual https://drive.google.com/file/d/1dB7FQ90NUgqeXRPNO00ASjF18bPoBQn/view?usp=sharing		
		Example of an official digital photo https://drive.google.com/file/d/1Unh1ys2B5nj5Wpo7U6eX57T0R0-tgloz/view?usp=sharing		
		Taking an official digital photo details https://drive.google.com/file/d/16teBsCpQaO6vWet7cBaaOkEZZt1pGV8T/view?usp=sharing		
			The Registrar Unit 3rd Floor, Aditayathorn Bldg. Office hours: Mon.-Fri. 8:00-17:00 hrs. except public holidays Tel. 0-2700-5000 ext. 4325,4331 E-mail: icru@mahidol.ac.th	



Step	Date/Time	What you have to do	Place/Online	Remark
3	5 - 11 September 2023	Step3.1: Military Services เรียน รด, ผ่อนผันเกณฑ์ทหาร (Only Thai Nationality) All male thai students MUST report Military status to the Office of Student Affairs in the following link: https://forms.gle/KFmY9kYNLYP95NVi8 - ROTC (สมัครเรียน รด. ปีการศึกษา 2567) : http://muic.mahidol.ac.th/eng/wp-content/downloads/sa/ROTC.pdf - Postpone Military Recruitment 2024 (ผ่อนผันฯ 2567 สำหรับผู้ที่เกิด 2546*): https://drive.google.com/file/d/1XJZfUqOKVK2GWO3FKd6sIKAMY847_fHp/view?usp=share_link	Male Thai students only; Online https://forms.gle/KFmY9kYNLYP95NVi8	The Office of Student Affairs Tel. 0-2700-5000 ext. 1115 and 1210 E-mail: icsa@mahidol.ac.th
	5 - 11 September 2023	Step3.2: National Health Security Office Rights สิทธิการรักษาพยาบาล "สนสข." (Only Thai Nationality)* Information: http://muic.mahidol.ac.th/eng/wp-content/downloads/sa/MU_NSHO_IC_Thai.pdf *MUIC will automatically apply to National Health Security Office Rights (สนสข.) according to the student's consent in the "Enrollment Form for New Student". **Students those who don't want to change the hospital MUST inform the Office of Student Affairs at icsa@mahidol.ac.th	Online	
4	5 September 2023	Step 4.1: Physical Check-up (Compulsory) ** Students must not take any food or beverage after 20:00 hrs. (Except sips of water) - Urine test - Blood test - X-ray - See the doctor	Place: Ground Floor, MUIC Building 1 (Old Building) Time: 08:00 - 11:00 A.M. Attire: Student Uniform (Regular uniform)	The Office of Student Affairs Tel. 0-2700-5000 ext. 1115 and 1210 E-mail: icsa@mahidol.ac.th The Finance & Accounting Section Tel. 0-2700-5000 ext. 1020, 1326 E-mail : Financemuic@gmail.com
	5 September 2023	Step 4.2 : Open Bank Account (to be used for the payment and refund) Students must open a savings account of Siam Commercial Bank (only) any branches to be used to receive a refund in all cases from MUIC. Please prepare the documents below and submit them to the Finance Department. 1. A copy of the first page of the bank book Siam Commercial Bank (only) any branches 2. Application Form: Request for automatic transfer to the student's account https://drive.google.com/file/d/1q-lspffYTA5Zkjq5A1TPrWziUEleToQ1/view?usp=share_link	https://muic.mahidol.ac.th/eng/student-life/uniform-policy/	
5	7 September 2023 08:30 - 12:00	Freshmen Orientation for the 1st Trimester, academic year 2023-2024 All are compulsory. 08:30 - 09:00 Registration 09:00 - 09:10 VDO presentation "Introduction to MUIC" 09:10 - 09:20 Student Orientation Report from Academic Affairs <i>by Asst. Prof. Dr. Chompunuch Pongjit, Associate Dean for Educational Affairs</i> 09:20 - 09:35 Dean's Welcome Speech <i>by Prof. Chulathida Chomchai, MD., Dean of MUIC</i> 09:35 - 11:00 Making the most of your academic life <i>by Asst. Prof. Dr. Chompunuch Pongjit, Associate Dean for Educational Affairs</i> <i>Asst. Prof. Dr. Ruchi Agarwal, Assistant Dean for Educational Affairs</i> <i>Mrs. Kurniati Wirakotan, Head of Academic Counseling Unit</i> 11:00 - 12:00 Placement test session for students who have previous knowledge or foreign language background. Students are not required to have previous knowledge of the foreign language in level 1.	Freshmen Orientation Schedule: https://muic.mahidol.ac.th/eng/academic-resources/registration-information/accepted-students/ Attire: Student Uniform (Formal uniform) Place: Auditorium (1318 Rm.), 3rd Floor, MUIC Building 1 (Old Building)	Tel. 0-2700-5000 ext. 4311, 4314 and 4318 E-mail: songpole.san@mahidol.ac.th sopa.nar@mahidol.ac.th kurniati.wir@mahidol.ac.th
	13:00 - 15:00	13:00 - 13:10 Registration 13:10 - 15:00 SKY+ and IT Tools (Compulsory) <i>by Assoc. Prof. Dr. Chanchai Phonthanukitithaworn;</i> <i>Associate Dean for Corporate Communication and Information Technology</i>		
	15:00 - 16:30	Program information and meet Academic Advisors (Compulsory)	TBA	



Step	Date/Time	What you have to do	Place/ Online	Remark
6	8 September 2023 08:30 - 11:30	<p>Freshmen Orientation for the 1st trimester, academic year 2023-2024</p> <p>All are compulsory.</p> <p>08:30 - 08:50 Registration</p> <p>08:50 - 10:00</p> <p>Begin a new chapter with SMO by SMO</p> <p>Student Affairs Office: An Indispensable Resource by Ms. Wimonsiri Hemtanon, Associate Dean for Student Affairs</p> <p>10:00 - 10:15 How to expand MUIC Academic Life to Global Experience by Asst. Dale Alan Konstanz, Associate Dean for International Affairs</p> <p>10:15 - 10:30 Your Sources of Learning by Library</p> <p>10:30 - 11:30 PDPA (Personal Data Protection Act) by Asst. Prof. Dr. Sotarat Thammaboosadee, Assistant Professor of IT Management Division, Faculty of Engineering</p>	<p>Freshmen Orientation Schedule: https://muic.mahidol.ac.th/eng/academic-resources/registration-information/accepted-students/</p> <p>Attire: Student Uniform (Regular uniform)</p> <p>Place: Auditorium (1318 Rm.), 3rd Floor, MUIC Building 1 (Old Building)</p>	<p>The Educational Affairs Section</p> <p>Tel. 0-2700-5000 ext. 4311, 4314 and 4318</p> <p>E-mail: songpole.san@mahidol.ac.th sopa.nar@mahidol.ac.th kurniati.wir@mahidol.ac.th</p>
	12:30 - 13:15	<p>12:30 - 13:15 Registration and Q & A of Registration System by Mrs. Kurniati Wirakotan, Head of Academic Counseling Unit</p>		
	13:15 - 23:00	<p>Online Class Registration for the 1st trimester, academic year 2023-2024 (Compulsory) Registration for Trimester 1/2023-2024</p> <ul style="list-style-type: none"> - Find classes from the Class Schedule of Trimester 1/2023-2024 on the following URL: http://os.muic.io or via SKY+ Application - Students are advised to consult with their advisors regarding their study plan prior to the registration period 	<p>Please go to MUIC Website on the following URL: https://muic.mahidol.ac.th/eng/wp-content/downloads/OAA/registration/registration_announcement_Trimest_1_23-24_EN.pdf</p> <p>Then click on MUIC SKY+ to do your registration</p> <p>Register via NEW SKY+ Mobile Application Website</p> <div style="display: flex; justify-content: space-around; align-items: center;">    </div> <p>MUIC SKY+ Registration Manual, please go to this URL: https://drive.google.com/file/d/1M1Nm3cQbdNM4gp6naCskt5xf_mV0DkM3/view?usp=share_link</p>	<p>The Registrar Unit</p> <p>Office hours: Mon.-Fri. 8:00-17:00 hrs. except public holidays</p> <p>Tel. 0-2700-5055, 0-2700-5000 ext. 4325, 4330 and 4336</p> <p>E-mail: anothai.sae@mahidol.ac.th randa.ruj@mahidol.ac.th</p>
			<p>Tuition Payment Process, please go to this URL: https://drive.google.com/file/d/1DufxLkZGUaLh3Ae8vTt7lcF7ichldyZ4/view?usp=share_link</p>	<p>The Finance & Accounting Section</p> <p>Tel. 0-2700-5000 ext. 1020, 1322 and 1231</p> <p>E-mail: muicpayment@gmail.com</p>



Step	Date/Time	What you have to do	Place/ Online	Remark
7	11 September 2023	Trimester Commencement	Please check the classrooms via SKY+ Application or https://os.muic.io	MUIC website: https://muic.mahidol.ac.th/eng/academic-resources/academic-calendar/
	15 September 2023	Payment due date for Registration	Follow the payment procedure on the SKY+ Application.	The Registrar Unit Tel. 0-2700-5000 ext. 4325, 4330 and 4336 The Finance & Accounting Section Tel. 0-2700-5000 ext. 1020, 1322 and 1231
8	12-13 and 18 September 2023	Late Registration & Add/Drop	Follow the Add/drop procedure on the SKY+ Application. Please proceed to registration payment before you can do any add/drop.	The Registrar Unit Tel. 0-2700-5000 ext. 4325, 4330 and 4336
	22 September 2023	Payment due date for Late Registration & Add/Drop	Follow the payment procedure on the SKY+ Application.	The Registrar Unit Tel. 0-2700-5000 ext. 4325, 4330 and 4336 The Finance & Accounting Section Tel. 0-2700-5000 ext. 1020, 1322 and 1231

For more inquiries, please contact:

The Admission Office Tel. 0-2700-5000 ext. 4344-4347

[E-mail: icdad@mahidol.ac.th](mailto:icdad@mahidol.ac.th)

The Registrar Unit Tel. 0-2700-5000 ext. 4325, 4330-4334, 4336 and 4342

[E-mail: icru@mahidol.ac.th](mailto:icru@mahidol.ac.th)

The Educational Affairs Section Tel. 0-2700-5000 ext. 4311, 4314 and 4318

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The Office of Student Affairs Tel. 0-2700-5000 ext. 1115 and 1210

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