

MUIC Timetable for New Students

For all accepted students (Trimester 1, September 2025) / Academic Year 2025-2026

SECOND ENTRY (ID. 6880668 onwards)

Please read the timetable and details carefully

Step	Date/Time	What you have to do	Place/ Online	Remark
1	21 - 22 August 2025	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
	21 August 2025 onwards	2 Buy MUIC uniform accessories Product details: For Female Set : A Brown Belt + A Buckle + A Bow Tie + A Pin For Male Set : A Black Belt + A Buckle + A Necktie Note: Shirt, Pants or Skirt can be purchase at any store	Please purchase uniform accessories at The Harmony By MU located at Mahidol Learning Center (MLC) or purchase via online store View Map: https://maps.app.goo.gl/zmzFmNhqkFbkTq9A8 Online Store: https://linktr.ee/theHarmonybyMU	The Harmony By MU Mahidol Learning Center (MLC) Tel: 065-2361798 Facebook: The Harmony by MU
2	2 September 2025 (Compulsory)	Student I.D. Number Announcement 1	Student I.D. Number Announcement 1 https://muic.mahidol.ac.th/eng/academic-resources/registration-information/accepted-students/	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
		Completing the <u>Online Enrollment Form</u> for New Student (Compulsory) 2 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 2025-2026 and need to upload a photo in MU's formal uniform for student I.D. card. 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/16teBsCpQaO6vWet7cBaaOkEZZ1pGV8T/view?usp=sharing * If you do not complete the Online Enrollment Form on the date scheduled, you will not be eligible as the MUIC student	Online Enrollment Form : (Compulsory) 2 https://admission.muic.io/#/login	
		Remark; You can collect the Student I.D. card at The Registrar Unit (Counter A), 3rd Floor, Aditayathorn Bldg. from 18 SEPTEMBER 2025 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	
			Online Enrollment Manual https://drive.google.com/file/d/15nMRDsb5AM3Fr79QdyRHnlzvFTfFPS9/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/16teBsCpQaO6vWet7cBaaOkEZZ1pGV8T/view?usp=sharing	



Step	Date/Time	What you have to do	Place/ Online	Remark
5	5 September 2025 08.00 - 11.00	Step 5.1 : 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) https://muic.mahidol.ac.th/eng/student-life/uniform-policy/	The Office of Student Affairs Tel. 0-2700-5000 ext. 1115 and 1210 E-mail: icsa@mahidol.ac.th
		Step 5.2 : Open Bank Account (to be used for the payment and refund) For Thai students 1. A photocopy of Thai National ID. Card 2. Application Form: Request for automatic transfer to the student's account, download at https://drive.google.com/file/d/1q-lspffYTA5Zkq5AftPrWzjUEleToQ1/view?usp=share_link For Foreigner students 1. A passport 2. A certificate of student status (Request at email icru@mahidol.ac.th) 3. A student ID Card 4. Application Form: Request for automatic transfer to the student's account, download at https://drive.google.com/file/d/1q-lspffYTA5Zkq5AftPrWzjUEleToQ1/view?usp=share_link Remark; * If you <u>already have</u> the Siam Commercial Bank account (any branches), please prepare the documents below and submit them to the Finance Office, 2nd floor, Building 1 1. A photocopy of the first page of the book bank of Siam Commercial Bank (Any branch) 2. Application Form: Request for automatic transfer to the student's account, download at https://drive.google.com/file/d/1q-lspffYTA5Zkq5AftPrWzjUEleToQ1/view?usp=share_link **If your <u>document is not ready</u> , you can open it later at the Siam Commercial Bank (Any branch) and submit the documents below to the Finance Office 2nd floor, building 1 1. A photocopy of the first page of the book bank of Siam Commercial Bank (Any branch) 2. Application Form: Request for automatic transfer to the student's account, download at https://drive.google.com/file/d/1q-lspffYTA5Zkq5AftPrWzjUEleToQ1/view?usp=share_link		The Finance & Accounting Section Tel. 0-2700-5000 ext. 1020, 1326 E-mail: financemuic@gmail.com
		Visa matter: For non-thai students who have a question regarding visa matter For non-Thai students with questions regarding visa matters, please bring your passport to the International Affairs Office for consultation.		Place: Second Floor, MUIC New Building, Room A244 (Aditayathorn Bldg.) Time: 08:00 A.M - 04:00 P.M.
6	5 September 2025 13:00 - 13:15	Q & A of Registration System (Optional) <i>by Mrs. Kurniati Wirakotan, Head of Academic Counseling Unit</i>	Onsite: Charinyarasami Hall (A310), 3rd Floor, Athitayatorn Building Online Access: Also available online via Webex <i>(for the link, please check the Orientation schedule)</i>	MUIC LINE Official @myMUIC
	13:15 - 23:00	Online Class Registration for the 1st trimester, Academic Year 2025-2026 (Compulsory) Registration for Trimester 1, Academic Year 2025-2026 - You can find classes in the Class Schedule for Trimester 1/2025-2026 at the following URL: https://os.muic.io/ - Students are advised to consult with their academic advisors regarding their study plan prior to the registration period.	Online: Students are permitted to register from any location using the Sky+ app. Then click on MUIC SKY+ to do your registration Register via NEW SKY+ Mobile Application Website Please go to MUIC Website on the following URL: https://muic.mahidol.ac.th/eng/wp-content/downloads/OAA/registration/registration_announcement_Trimester_1_25-26_EN.pdf MUIC SKY+ Registration Manual, please go to this URL: https://muic.mahidol.ac.th/eng/wp-content/downloads/OAA/registration/How_to_SKY_Registration.pdf Tuition Payment Process, please go to this URL: https://muic.mahidol.ac.th/eng/wp-content/downloads/OAA/registration/MUIC_SKY_App_Payment_Process.pdf	The Registrar Unit Office hours: Mon.-Fri. 8:00-17:00 hrs. except public holidays Tel. 0-2700-5055, 0-2700-5000 ext. 4325, 4330 and 4336 E-mail: anothai.sae@mahidol.ac.th randu.ruj@mahidol.ac.th The Finance & Accounting Section Tel. 0-2700-5000 ext. 1020, 1322 and 1231 muicpayment@gmail.com

Step	Date/Time	What you have to do	Place/ Online	Remark
7	15 September 2025	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/
	19 September 2025	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	16 - 17 and 22 September 2025	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
	26 September 2025	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

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

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

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

The Finance & Accounting Section Tel. 0-2700-5000 ext. 1020, 1322 and 1231

[E-mail : muicpayment@gmail.com](mailto:muicpayment@gmail.com)

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