

START

Before Student Registration: Student must check the subjects from the course list provided on the website (http://www.muic.mahidol.ac.th/eng/wp-content/downloads/THM/form/flowchart_update.pdf) or in front of THM Office (Room 1211) on the 2nd floor.

THM's Students

Other Major's Students

Problem 1

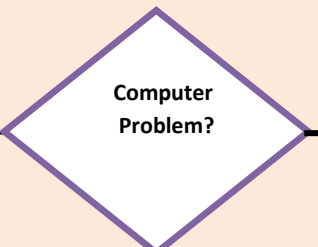
Problem 2

Problem 3

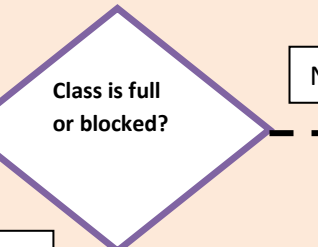
Problem 4



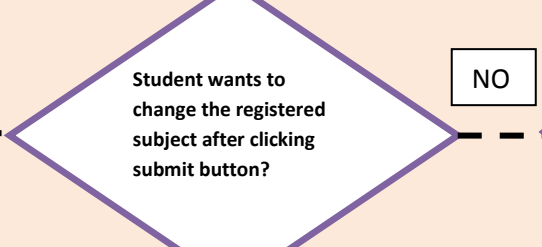
YES



NO



NO



NO



NO

Student waits for Advisor's approval



NO

Contact Advisor

YES

Payment

1.

YES

2.

YES

Student pays for the already enrolled subjects

Student downloads "Add subject Request" Form from TIM Website (www.muic.mahidol.ac.th/tim)

Student waits until he/she attends the class on the first week of trimester and asks for the lecturer's permission to approve the add request.
(DO NOT COME TO TIM OFFICE BEFORE THE STUDENT GETS THE PERMISSION!!)

3.

YES

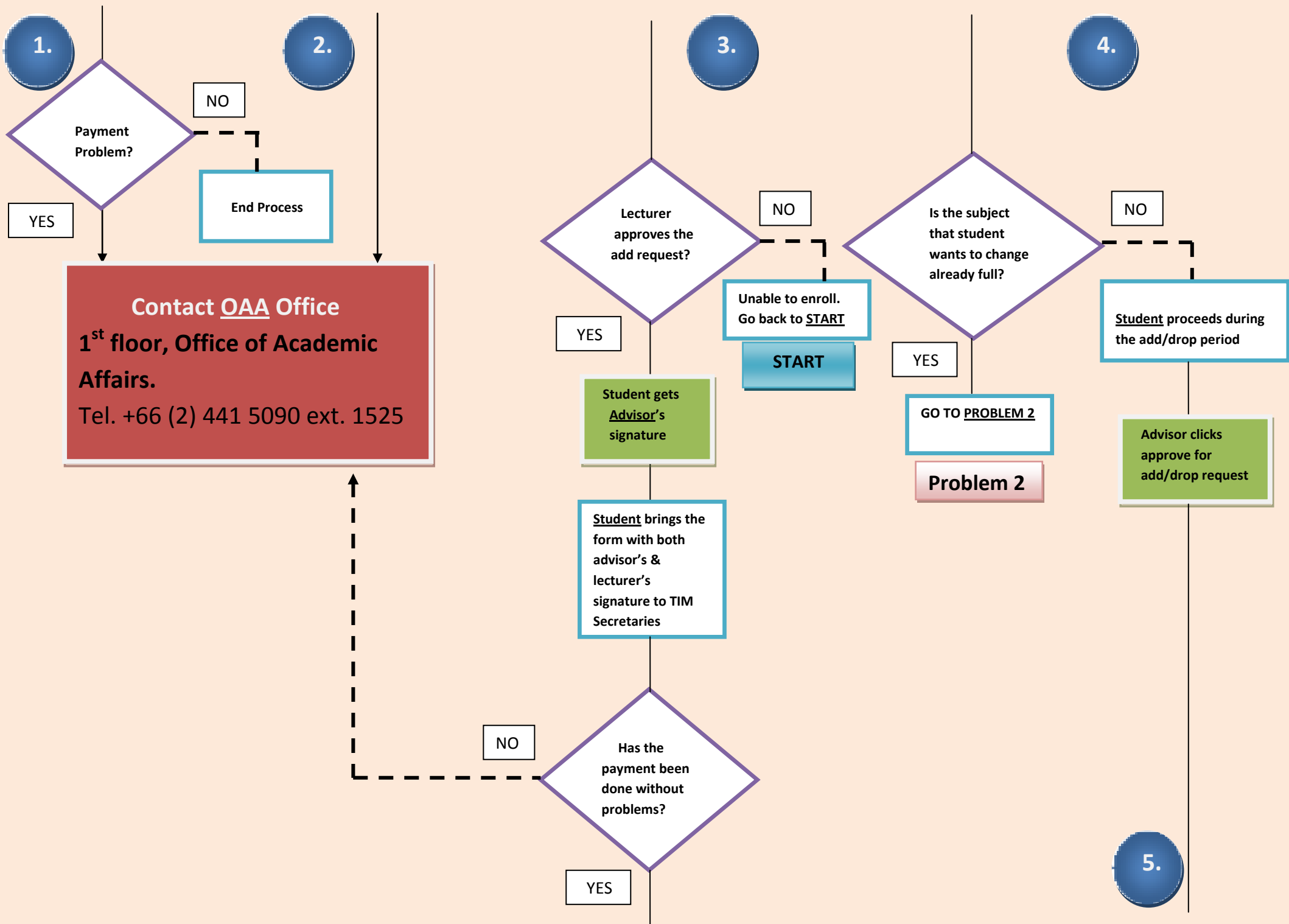
NOTE1:
Advisor does not have any authorization to add the subject for the student !!

NOTE2:
Student can add/drop only once without paying for the add/drop fee otherwise they have to pay 500 Baht

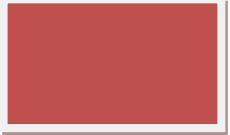
Student pays for the already enrolled subjects

4.

CONTACT OAA OFFICE



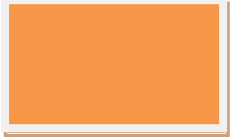
Note: Colour Responsibilities



OAA



ADVISOR



THM'S SECRETARIES



STUDENTS

