



Mahidol University
International College

Verification of Academic Records

Successful applicants must complete following verification requirements before the semester starting date, otherwise his/her admission status may be considered of termination.

Requirement No.1 : Verification of Graduation

(Required for all students)

All new students are required to submit a proof of their graduation of previous degree as follows:

- Certificate of Graduation
- Academic Transcript

(must be a completed version including all evaluation results and graduation date)

INSTRUCTIONS

1. Student must contact their previous university requesting for the mentioned documents.
2. The document must be authentic and certified with official seal or stamp of the university authorized office (e.g. registrar office)
3. The documents must be directly sent by your previous university to the Faculty of Graduate Studies, Mahidol University via either of following methods:

Post

Send the documents in a sealed envelope to the following address:

International Graduate Studies Office (iGS)
Mahidol University International College
999 Phutthamonthon 4 Road, Salaya,
Nakhonpathom, Thailand 73170
(Contact Person: Mr. Sompon Buachan, Tel. +66 (0) 2700 5000 Ext.4483)

Email

Your previous university may send an electronic verification or any official sources via email. Be noted, we prefer sending from the official email of the university.

Send to: icgrad@mahidol.ac.th

Title: Academic Verification for Mahidol University



Mahidol University International College

Requirement No.2 : Equivalent Qualification

(Additional requirement: For those who did not graduated from institutes in Thailand)

To assure that your previous degree is equivalent with the admission requirements, student who did not graduated from educational institutes in Thailand must request for “Equivalent Qualification” to “The Office of the Bureau of Higher Education Standard and Quality, Thailand”.

The result must be directly returned by the mentioned office to International Graduate Studies (iGS), Mahidol University International College within the deadline.

INSTRUCTIONS

1. Student downloads the “Equivalent Qualification Form” at <https://muic.mahidol.ac.th/eng/admissions/mba>
See menu “Verification of Academic Records” > “Download: Equivalent Qualification Form”.
 2. Student sends the completed form along with all required documents in a single package via postal service (or in person) to following office:
Office of the Bureau of Higher Education Standard and Quality,
No. 328, Floor 12th, Higher Education 2 Building,
Si Ayutthaya Road, Phayathai, Ratchathewi, Bangkok,
Thailand, 10400
(Contact Person: Ms. Paweena Muangmoon, Tel. +66(0) 2 039 5612 or +66(0) 2 039 5636)
 3. After the equivalent qualification process is completed, the Office of the Bureau of Higher Education Standard and Quality will directly send the result to Mahidol University International College.
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