

**The Regulation of King Mongkut's University of Technology North Bangkok  
Concerning Service Fees, Registration Fees and Educational Fees for  
the Graduate Program, 2010 (B.E. 2553)**

For the facilitation and efficiency of the management of the Graduate Program, the regulation for service fees, registration fees and educational fees for the Graduate Program was drafted.

Based on the 2007 Act of King Mongkut's University of Technology North Bangkok, Article 22 (14), along with the resolution of the Policy and Planning Committee (12/2552) on 29 June 2009 and the resolution of the Council of King Mongkut's University of Technology North Bangkok (1/2553) on 10 February 2010, a draft of the regulation of King Mongkut's University of Technology North Bangkok concerning the service fees, registration fees and educational fees for the Graduate Program was written as follows:

Item1 The regulation is hereby entitled "The Regulation of King Mongkut's University of Technology North Bangkok Concerning the Service Fee, the Registration Fee and Educational Fee for the Graduate Program, 2010."

Item 2 This regulation is to be active from academic year of 2010 onward.

Item 3 The previous regulation and the revised version of the University regulation concerning service fees, registration fees and educational fees for the Graduate Program, 2001 are cancelled.

Item.4 In this regulation,

"The university" means King Mongkut's University of Technology North Bangkok.

"The president" means the president of King Mongkut's University of Technology North Bangkok.

"Graduate" means the education level which is higher than bachelor's degree

"Students" means the students admitted to the graduate level in ordinary and provisional conditions.

"Special students" means persons accepted to participate in a course, but are not eligible for a degree or certificate.

"Student status reinstatement" means the return of student status as the status termination has occurred from failure to enroll and to maintain active student status. The request must be submitted within the first 15 days after status termination.

"Leave of Absence from studies" means an approved withdrawal from one's studies that is granted for one semester at a time. An application to maintain student status must be filed within the first 15 days of the semester.

"Maintaining student status" means maintenance of active student status for those completing the program of study but not yet fulfill all degree requirements. The maintaining process must be within 15 days after the beginning of the semester.

"The study plan" means courses of study, thesis work or independent study as required for degree completion.

Item 5 Rates of the service fees

(1). one-time charge	
a. New student registration	1,000 baht
b. Property insurance	1,000 baht
(2) General service fees	
a. Application form	100 baht
b. Mailing service for application form	130 baht
c. Application fee	500 baht/ selected major
d. Domestic document mailing	100 baht/copy
e. International document mailing	500 baht/copy
f. Registration documentation for new students	200 baht/copy
g. Verification documents	
1. transcript	40 baht/copy
2. Verification of student status and others	40 baht/copy
h. Degree translation	200 baht/copy
i. Replacement of lost, damaged ID card	200 baht
j. Change of minor/major/department/credit transfer	500 baht/ application
k. Registration for certificate of graduation	1,300 baht
l. duplicate copy of lost degree certificate	500 baht
(3) Service fees for regular semester	
a. Student status reinstatement	1,500 baht
b. Student status maintenance	1,000 baht/semester plus fees as in item 7
(4) Fine for delayed registration	
a. first week	200 baht
b. second baht	400 baht

(5) Examination fees	
a. Comprehensive/ qualifying exam	600 baht
b. Second defense	
(1) Master's thesis defense	5,000 baht
(2) Doctoral dissertation defense	10,000 baht
(3) Master project, IS defense (2 <sup>nd</sup> exam)	2,500 baht
(6) Service fees for foreign students	
a. Master's degree	5,000 baht/semester
b. Doctoral degree	10,000 baht/semester
Item 6 Registration fees for regular semester	
(1) Lecture	300 baht/credit
(2) Practice	500 baht/credit
(3) Thesis/Independent Study	900 baht/credit

Item 7 Other fees for regular semester	
(1) Educational maintenance fee	1,400 baht/semester
(2) Library fee	500 baht/semester
(3) Health care service	100baht/semester
(4) Computer service	800 baht/semester
(5) Student activity fee	350 baht/semester

Item 8 Accident insurance is 250 baht/year

Item 9 Academic development fees will be charged based on the regulation of the university concerning the fee for academic development of the graduate program.

Item10 For summer semester, the fee rates for the status maintenance, registration and educational fee the same as those charged in a regular semester, except for the library fee, which is charged 300 baht.

Item 11 Fees for special students

- (1) The students admitted as special students have to pay for the service fees, the registration fees, and the educational fees as stated in this regulation.
- (2) Cross-institutional students who are allowed undertake a course not offered at the university in which they are currently enrolled, are required to pay only the specified registration fees in item 6 and other maintenance fee as in item 7.

Item 12 A scheduled payment is required. All payments are not refundable except in the following cases:

- (1) Either the balance or the full property insurance fee will be refunded after debt deduction. The amount will be refunded after student status termination. In case of no refunds claim within 6 months of the status termination, the property insurance fee becomes the income the University income
- (2) Cancellation of a scheduled course for unavoidable reasons.

There is no section for the subjects that students have already registered.

Item13 Students who complete the study plan, but still have not graduated, have to pay for student status maintenance fee and service fee for every semester until they completely graduate.

Item14 Particular provisions

The student activity fee in Item 7 (5) is to be active for students admitted from semester 1/2009 onward.

Students enrolled in the University before 2009 (B.E. 2552) shall abide by the Regulation of King Mongkut's University of Technology North Bangkok Concerning the Service Fees, the Registration Fees and Educational Fee for the Graduate Program 2001 (B.E. 2544), including the revised versions, until their graduation.

Item15 This regulation is overseen by the president of King Mongkut's University of Technology North Bangkok, who has the right to issue rules in accordance with this regulation. The president is entitled to the right to make the final decision pertaining to any problems in the decision-making or interpretation of this regulation.

Announced on February 10, 2010 (B.E. 2553)

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