



Notification of Suan Sunandha Rajabhat University  
Subject: Academic activity of the summer semester of academic year 2019  
Bachelor degree students

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Whereas it is expedient to announce the academic activity schedule, according to Suan Sunandha Rajabhat University's regulations regarding Undergraduate Education 2008, Bachelor's Degree 2015, and Bachelor's Degree 2018;

By virtue of section 31 of the Rajabhat University Act 2004 and clause 5: the regulations of Suan Sunandha Rajabhat University Council of Fee for Undergraduate and Bachelor Degree (continuing) 2018 and Undergraduate and Bachelor Fees (continuing) special semester 2018. The University hereby announces the period of academic calendar as follow:

No.	Academic activity	Period
		All types of students
1	<b><u>Paying tuition fee and Registration</u></b>	
1.1	Students and lecturers download academic calendar on reg.ssru.ac.th	From 31 Jan. 2020
1.2	Last day for faculty/college to fill in class schedule at academic calendar on reg.ssru.ac.th	28 Feb. 2020
1.3	Class schedule announcement on reg.ssru.ac.th	15 Mar. 2020
1.4	Students request for course opening at their faculties/colleges	16 Mar.- 10 Apr. 2020
1.5	Students meet their advisors for registration	1-29 Mar. 2020
1.6	Registration for visiting students at their faculties/colleges	1-30 Apr. 2020
1.7	Students download payment of registration form on reg.ssru.ac.th	30 Mar.-16 Apr. 2020
1.8	Paying tuition fee at banks/service counters as specified	30 Mar.-16 Apr. 2020
1.9	Free Enrollment on reg.ssru.ac.th	
	1) Students code 55-60 register/add-withdraw course(s)	20-26 Apr. 2020
	2) Students code 61-62 register/add-withdraw course(s)	27 Apr.-3 May.2020
1.10	Students pay fine of late registration at One Stop Service (100 baht/day). After this, their registration of summer semester 2018 will be cancelled	17 Apr.-13 May. 2020
1.11	Students request for late registration at faculty/college and pay 200 baht fine at One Stop Service, 1 <sup>st</sup> floor, Educational Center, Office of the President Building	20 Apr.- 5 Jun. 2020
1.12	Students request for over required credit registration/internship registration for graduation request at their faculty/college	20 Apr. - 22 May. 2020
1.13	Visiting students pay tuition fee at One Stop Service	1-30 Apr. 2020



No.	Academic activity	Period
		All types of students
	1.14 Request for tuition fee refund in case of death/ academic assessment criteria/ students ID between 54-59 whose registration does not comply with the notification of faculties/colleges	5 May. - 5 Jun. 2020
	1.15 Lecturers download list of registered students on reg.ssru.ac.th	From 5 May. 2020
	1.16 Last day for paying retaining student status at One Stop Service	8 Jun. 2020
2	<b><u>Classes and Examination</u></b>	
	2.1 First day of classes	5 May. 2020 (regular/special, Mon.-Fri.) 9 May. 2020 (special, Sat.-Sun.)
	2.2 Students submit request form for examination after second semester 2019 at their faculties/colleges	7 May - 8 Jun. 2020 (special, Sat.-Sun.)
	2.3 Midterm examinations (the schedule will be announced later)	Arranged by lecturers
	2.4 Students evaluate lecturers and advisors on reg.ssru.ac.th	1 - 30 Jun. 2020
	2.5 Students dropping course(s) on reg.ssru.ac.th	9 - 24 Jun. 2020
	2.6 Last day of classes	1 Jul. 2020 (regular/special, Mon.-Fri.) 28 Jun. 2020 (special, Sat.-Sun.)
	2.7 Make-up classes (if necessary and approved by University)	30 Jun.- 1Jul 2020 (regular/special, Mon.-Fri.)
	2.8 Final examination week	
	1) Extra scheduled examination (arranged by lecturers)	arranged by lecturers
	2) Scheduled examination (the schedule will be announced later)	2-3 Jul. 2020 (regular/special, Mon.-Fri.) 4 Jul. 2020 (special, Sat.-Sun.)
3	<b><u>Grade transfer</u></b>	
	3.1 Academic Year 2019 students	
	1) Last day for students to submit a request for grade transfer at their faculties/colleges	14 May. 2020 (regular/special, Mon.-Fri.) 14 Aug. 2020 (special, Sat.-Sun.)
	2) Students pay fines of request form for late grade transfer at their faculties/colleges 300 Baht/copy	From 15 May 2020 (regular/special, Mon.-Fri.) From 15 Aug. 2020 (special, Sat.-Sun.)
	3) Last day for Faculty/college to submit a grade transfer approval at Educational Service Division	15 Sep. 2020
	3.2 Last day for Faculty/college submit a free enrolled grade transfer approval of students who will graduate in summer semester 2019 at Educational Service Division	30 Jun. 2020



No.	Academic activity	Period
		All types of students
4	<b>Grade submitting</b>	
	4.1 Submitting a grade change from "I" grade of second semester 2019	
	1) Lecturers submit a grade change from "I" grade and etc. for students who are going graduate and students whose status will be terminated according to the university's assessment at faculty/college	12 Jun. 2020
	2) Faculty/college submit a grade change from "I" grade and etc. at reg.ssru.ac.th	19 Jun. 2020
	4.2 Submitting grades for summer semester 2019	
	1) Lecturers submit grades at reg.ssru.ac.th and download, and submit them at faculty/college	14 Jul. 2020
	2) Faculty/college submit grade into the registration system at reg.ssru.ac.th	17 Jul. 2020
	4.3 Students check their grades on reg.ssru.ac.th	21 Jul. 2020
5	<b>Announcement of student status termination and grades of the semester</b>	
	5.1 Announcement of student status termination for those who fail to pay the retaining fee by the deadline on reg.ssru.ac.th	17 Jun. 2020
	5.2 Announcement of student status termination for those who fail to graduate within the given period on reg.ssru.ac.th	16 Jul. 2020
	5.3 Announcement of student status termination for those who fail academic assessment on reg.ssru.ac.th	27 Jul. 2020
6	<b>Graduation request</b>	
	6.1 Submitting a request form for graduation on reg.ssru.ac.th	7 May.-7 Jun. 2020
	6.2 Submitting a request form for late graduation on reg.ssru.ac.th	8 Jun.-9 Jul. 2020
	6.3 List of graduates announcement on reg.ssru.ac.th	30 Aug. 2020
	6.4 List of late graduates announcement on reg.ssru.ac.th	30 Sep. 2019
7	<b>Registration of the 1<sup>st</sup> semester 2020</b>	
	7.1 Students and lecturers download academic calendar on reg.ssru.ac.th	From 17 Feb. 2020
	7.2 Last day for faculty/college complete classes schedule on reg.ssru.ac.th	25 Mar. 2020
	7.3 Course schedule announcement on reg.ssru.ac.th	30 Mar. 2020

No.	Academic activity	Period
		All types of students
8	<u>Opening and closing date</u>	
	8.1 Close of summer semester 2019	8 Jul. 2020
	8.2 First day of first semester 2020	10 Jul. 2020 (regular/special, Mon.-Fri.) 11 Jul. 2020 (special, Sat.-Sun.)

**Note:** Fines are waived on government holiday/substitution holiday, and holiday of Office of the President's One Stop Service

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(Assoc. Prof. Dr. Luedech Girdwichai)  
President