Mahidol University Announcement

on the Student Activity Calendar for New Undergraduate Students

Academic Year 2024

....

To ensure that undergraduate students academic year 2024 acknowledge and participate fully and effectively in the activities required, the university issues the activity calendar for new students to adhere to. For students of Faculty of Information and Communication Technology, International College, and College of Music, consult the official website of the respective institutes for information on the student activity calendar.

By the virtue of Section 34 (1) of Mahidol University Act B.E. 2550 (2007), the university issues the required pre-semester activities for new students, Academic Year 2024 as follows:

Article 1 Mahidol University Announcement on the Student Activity Calendar for New Undergraduate Students Academic Year 2024, issued on 16 February 2024 shall be repealed.

Article 2 New students must participate in the activities as follows:

Item	Activity	Admission System			Procedures
		Portfolio	Quota	Admission	
1	Announcement of student ID numbers	Tuesday 20 February 2024	Wednesday 15 May 2024	Wednesday 12 June 2024	• Students can check their names and student ID at https://smartedu.mahidol.ac.th. • In case the name and student ID are not found, contact Division of Academic Affairs without delay (8.30 – 16.30 daily, except for public holidays) at 0 2849 4573.
2	Record of student profile	Tuesday 20 to Tuesday 27 February 2024	Wednesday 15 to 23 Thursday May 2024	Wednesday 12 to Wednesday 19 June 2024	• New students complete their student profile online (e-profile) on the website: https://smartedu.mahidol.ac.th by selecting 'IT services for student' menu and 'Student e-profile' menu, and then following the instructions to register for students' medical benefits. • Students who fail to complete their student profile may lose the benefits provided for Mahidol University's students including scholarships and other welfares. • In case students have difficulty completing their student profile, contact Division of Academic Affairs without delay (8.30 – 16.30 daily, except for public holidays) at 0 2849 4562, 0 2849 4573, and 0 2849 4594. • The student profile must be completed by 12 p.m. of the last day of each round of admission. • In case students have difficulty registering for medical benefits, report the issue via the Inbox of Mahidol Health's Facebook page.

Item	Activity	Admission System			Procedures
		Portfolio	Quota	Admission	
3	Tuition payment	Wednesday 21 to Tuesday 27 February 2024	Thursday 16 to Thursday 23 May 2024	Thursday 13 to Wednesday 19 June 2024	• Log in to the website: https://smartedu.mahidol.ac.th. Select 'Registration' menu and 'Tuition payment' menu. The tuition invoice will be shown on the screen. Click 'payment' button for QR Code payment. • Scan the QR Code and make a payment via mobile banking. Please be informed that the QR Code shown on the screen is valid for payment until 11.59 p.m. of the late day of each round of admission. • Please keep a proof of payment (the receipt) to show to the university if problems related to tuition payments occur. • **If students fail to pay the tuition fees, it is considered that the students forfeit their rights to study at Mahidol University. Please note that the paid tuition fees cannot be refunded in any circumstances.** • **For students who have financial problems and wish to apply for scholarships, please contact Student Affairs Division on the website: https://op.mahidol.ac.th/sa/ or at 0-2849-4656.** • New students who have successfully paid for the tuition fees can check their payment history on the website: https://smartedu.mahidol.ac.th by selecting 'Check registration status' menu. Under the menu 'Tuition payment', the payment history will be displayed. • **In case students have difficulty regarding tuition payment, contact Division of Academic Affairs (8.30 – 16.30 daily, except for public holidays) at 0 2849 4561, 0 2849 4563, 0 2849 4565, 0 2849 4567, and 0 2849 4569.**
4	Activation of Mahidol University's Internet Account	Thursday 29 February to Tuesday 5 March 2024	Saturday 25 to Thursday 30 May 2024	Friday 21 to Wednesday 26 June 2024	• After the student e-profile system is closed for each round of admission, students can request for an Internet account to log in to the university's internet, MU-Wi-Fi, e-mail address (@student.mahidol.ac.th), and their academic progress by themselves on the website: https://myinternet.mahidol.ac.th/ by selecting 'For student' menu and then 'Activate your account.' Students will be asked to verify their information to receive their Internet account (The account needs to be activated only once). • 30 minutes after the activation, the account can be used to access the university's systems. • Students can log in to access their e-mail account on the website: https://login.microsoftonline.com/ one day after the activation.

Item	Activity	Admission System			Procedures
		Portfolio	Quota	Admission	
5	Registration for MU-ELT test	1. Internet-based Examination (IBE) Thursday 7 to Sunday 10 March 2024. 2. Paper-based Examination (PBE) Monday 1 April to Wednesday 26 June 2024			• Students can register for MU-ELT test on the website: https://mursc.mahidol.ac.th. • Details about MU-ELT test guidelines for students Class of 2024 can be found on the website: https://op.mahidol.ac.th/ea/english/ from February 2024 onward.
6	Taking MU-ELT test	1. Internet-based Examination (IBE) Saturday 30 March 2024 2. Paper-based Examination (PBE) Saturday 20 July 2024 (Morning Session or Afternoon Session) Sunday 21 July 2024 (Morning Session or Afternoon Session)			• Details about MU-ELT test guidelines for students Class of 2024 can be found on the website: https://op.mahidol.ac.th/ea/english/ from February 2024 onward.
7	Student Loan Fund (SLF)	Tuesday 4 June to Thursday 15 August 2024			• For students who wish to apply for a student loan from the Student Loan Fund (SLF), follow the instructions on the website: wsa.dsl.studentloan.or.th and see more information at https://op.mahidol.ac.th/sa/. • In case students have difficulty applying for the loan, contact **Division of Student Affairs** (8.30 – 16.30 daily, except for public holidays) at 0 2849 4656 or 0 2849 4651.
8	Reservation for the university's student dormitory (MU Home)	**First round** Monday 24 to Wednesday 26 June 2024 **Second round** Monday 8 to Wednesday 10 July 2024			• Only for students who wish to stay in the university's student dormitories (MU Home), make an online reservation on the website: https://dormitory.mahidol.ac.th • **The dormitory reservation can be done:** **First round:** From 9 a.m. on Monday 24 June 2024 until 3 p.m. on Wednesday 26 June 2024. **Second round:** From 9 a.m. on Monday 8 July 2024 until 3 p.m. on Wednesday 10 July 2024. • In case students have difficulty reserving, contact **Mahidol Dormitory** (MU Home) **Call Center 06 6104 5599.**

Item	Activity	Admission System			Procedures
		Portfolio	Quota	Admission	

9	Submission of a photo and supporting documents to issue a student card	By Sunday 30 June 2024			• Students can buy the university's uniform for new students at The Harmony. For more information, visit https://th-th.facebook.com/muharmony or call 0 2849 4500 ext. 4126 or 4128.
					• The photo and the supporting documents can be submitted on the website: https://smartedu.mahidol.ac.th by selecting 'IT services for student' menu and 'Upload files' menu.
					• Students can submit a digital, individual full-face photo with a blue background. In the photo, the student must be in the university's formal uniform with polite hairstyle and without glasses. The photo must not be digitally altered. The submitted file must be in .jpg or .jpeg format with the size of 230-pixel wide and 312-pixel high and the file size must not exceed 150 kb.
					OR students can scan their individual, full-face photo with a blue background in the university's formal uniform with polite hairstyle and without glasses. The scanned file must be saved in .jpg format with the size of 230-pixel wide and 312-pixel high and the file size must not exceed 150 kb.
					OR students can upload their photo in the university's formal uniform directly from 'taking a uniform photo' menu. The device connected to the system must have camera feature and the photo must be taken with a blue background.
					• Follow the instructions to make a copy of the identification card:
					  1. Place the identification card on a white paper.
					  2. Sign your name on the paper to certify correct copy.
					  3. Take a photo of the card with the signature.
					  4. Save the photo in .jpg or .jpeg format with the size of 720-pixel wide and 624-pixel high and the file size must not exceed 2 MB.
					OR make a copy of the identification card and sign your name to certify correct copy and scan the signed copy and save it in .jpg or .jpeg format with the size of 720-pixel wide and 624-pixel high and the file size must not exceed 2 MB.
					• Students must check whether the photo file and the copy of identification card have been approved after 7 days of the submission.
					• **In case students have difficulty following the procedures, contact Division of Academic Affairs (8.30 – 16.30 daily, except for public holidays) at 0 2849 4562, 0 2849 4573, and 0 2849 4594.**

/10 Mahidol University's ...

Item	Activity	Admission System			Procedures
		Portfolio	Quota	Admission	
10	Mahidol University's scholarships	Monday 15 July to Friday 16 August 2024			Information about the university's scholarships can be found on the website: https://op.mahidol.ac.th/sa/scholarship ● **If students encounter any difficulties, contact** <u>**Division of Student Affairs**</u> **(8.30 – 16.30 daily, except for public holidays) at 0 2849- 4513 or 0 2849 4518.**
11	Receiving the key to the student's dormitory (MU Home)	Saturday 20 to Monday 22 July 2024			● After making a reservation and make a payment via the QR Code payment, students can submit the proof of payment at the MU Home Office to receive the key to their apartment. (**Note:** Every MU Home resident must complete an online lesson on MUx platform on "Fire Procedures and Emergency Guidelines for MU Home's residents" on https://mux.mahidol.ac.th/courses/course-v1:MU-OP+OP022+MU-OP_000069/about. Students must pass at least 60% of the comprehension test after studying the lesson and submit the proof to receive the key to the dormitory from 20 to 22 July 2024).
12	Hybrid Orientation for Parents	Saturday 20 July 2024			● The executives of Mahidol University meet parents of new students to provide them with information regarding academic and student affairs. For more information, visit https://op.mahidol.ac.th/sa/parentvoc/.
13	Rak Nong: Welcome activity for new students	Friday 26 to Sunday 28 July 2024			● Mahidol University's Student Association holds 'Rak Nong' activity to welcome new students of academic year 2024 Location: Mahidol University, Salaya Campus.
14	Submission of the complete transcript (ปพ.1: พ)	By Wednesday 31 July 2024			● On the website: https://smartedu.mahidol.ac.th, select "IT services for student" menu and then "Upload files" menu. ● Submit digital photos of the front and the back of the complete transcript (with the course completion date specified) following these instructions: 1. Make a copy of the front and the back of the Transcript (each side on a separate page)

/14 Submission of …

This document is an English translation. Legal interpretations are to be based on the original Thai version.

Item	Activity	Admission System			Procedures
		Portfolio	Quota	Admission	
14	Submission of the complete transcript (ปพ.1: พ)	By Wednesday 31 July 2024			2. Sign your name on both pages to certify correct copy. 3. Take a photo of the signed front and the signed back of the transcript. 4. Save the files in .jpg and .jpeg format (each side on a separate file) with the size of 800-pixel wide and 1,132-pixel high and the file size must not exceed 2 MB. **OR** make a copy of the front and the back of the transcript (each side on a separate page). Sign your name on both sides to certify correct copies. Then, scan the copies and save them as digital files in .jpg or .jpeg format (each side on a separate file) with the size of 800-pixel wide and 1,132-pixel high and the file size must not exceed 2 MB. • Students must check the approval status of the submitted files after seven days of the submission. • **In case students have difficulty following the procedures, contact Division of Academic Affairs (8.30 – 16.30 daily, except for public holidays) at 0 2849 4562, 0 2849 4573, and 0 2849 4594.**
15	Receiving the student card	July 2024			Updates and information can be found on the website: https://mustudent.mahidol.ac.th/ by selecting "News" menu.
16	The University's orientation for new students	Thursday 1 August 2024			• Students attend the university's orientation for new students of Academic Year 2024 Location: Mahidol Sitthakarn (Prince Mahidol Hall), Mahidol University, Salaya Campus.
17	Welcome to MU Home	Thursday 1 August 2024			• At 6 p.m., MU Home residents join the activities to welcome new residents to the dormitories.
18	Check the study section for general education and elective courses	Thursday 1 August 2024			• Students can check their study section for general education and elective courses on the website: https://mustudent.mahidol.ac.th by selecting "Latest news" and "Timetables/Sections for MUGE/electives" menu. • **In case students encounter any difficulties, contact Center for Life-Integrated Learning (8.30 – 16.30 daily, except for public holidays) at 0 2849 4586.**

Item	Activity	Admission System			Procedures
		Portfolio	Quota	Admission	
19	Online registration for general education, elective, and Advanced English courses	Friday 2 to Monday 19 August 2024			• The registration period starts from 9 a.m. on Friday 2 August 2024. • Students can register online by logging in to the website: https://smartedu.mahidol.ac.th. Select 'student registration system' menu and then 'add courses' menu. Students can choose to study any general education/elective courses available depending on their interest. However, be informed that some of the courses allow only the limited number of students. If the course is full, students cannot enroll on that course. In this case, students are advised to enroll on other courses instead. • **In case students have difficulty registering, contact Division of Academic Affairs (8.30 – 16.30 daily, except for public holidays) at 0 2849 4561, 0 2849 4563, 0 2849 4565, 0 2849 4567, and 0 2849 4569.**
20	Institute's orientation for new students	Friday 2 August 2024 OR as specified by each institute			• The orientation for new students, Academic Year 2024, is hosted by each institute. Location: As specified by each institute
21	The start of the first semester	Monday 5 August 2024			• The first semester of the Academic Year 2024 starts.

In this regard, the schedules are subject to change as seen appropriate.

Issued on 22 March 2024

(Signed) Naeti Suksomboon

(Assoc. Prof. Naeti Suksomboon, Pharm.D., Ph.D.)
Vice President for Academic Affairs
for the President of Mahidol University