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**Announcement of Chiang Mai University**

**Subject : Credit Transfer and Equivalence for Undergraduate Students**

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To comply with the Chiang Mai University Regulations for undergraduate study, B.E. 2564 (2021) (version 2). Chiang Mai University hereby issued an Announcement of Credit Transfer and Equivalence for Undergraduate Students as follows :

**1. Credit Transfer and Equivalent Credit Transfer from Formal Education**

1.1 Credit transfer means to accept credits of the courses that a student previously enrolled and passed the criteria set by Chiang Mai University to be part of the student's accumulated credits toward the completion of the curriculum of the major subject that student has been readmitted into or has enrolled as a second degree at Chiang Mai University based on the criteria, method and conditions as follows:

1.1.1 Request for credit transfer by former undergraduate student of Chiang Mai University who has not completed the study.

- (1) The student has to submit a request to his/her advisor then to the responsible faculty to which he/she is readmitted within the first two weeks of the first semester in that academic year of his/her re-admission.
- (2) The respective faculty considers the request for credit transfer based on the rules and conditions set by the faculty.
- (3) The credits to be transferred for accumulation toward the completion of the study must be of the same course or its equivalent or replaceable course as approved by the university, as specified in the curriculum of the major subject that student is readmitted into. The grade level of that course must not be lower than C or S, or CX as set by the criteria for credits from exemption, or CE, CP, CS and CT as set by the criteria for credit transfer from non-formal and informal education to the formal education.

- (4) Credits to be transferred must not exceed 5 years starting from the semester of enrollment, and the grade cannot be calculated for grade point average with those of the courses enrolled in the student's readmitted curriculum, but will be recorded as CX.
- (5) The credits transferred must not exceed half of the total credits required by the curriculum.
- (6) After consideration, the faculty has to inform the Registration Office within 1 week after receiving the request.
- (7) The Registration Office will propose to the university for approval within 1 week after receiving the results from the faculty in step (6).
- (8) The student who is allowed the transfer of over 12 credits cannot receive a degree with distinction or be awarded an outstanding performance throughout the program.
- (9) Fees for credit transfer will be as announced by the university.

1.1.2 Request for credit transfer by a former Chiang Mai University undergraduate who has completed the study and wishes to study for a second degree.

- (1) The student has to submit a request for a second degree study and a transcript to the Registration Office at least 45 days before the beginning of the semester he/she wishes to enroll.
- (2) The course credits taken for the first degree shall be considered transferrable to the study plan of the second degree according to the rules and conditions of the respective faculty. The non-transferrable credits will be discarded.
- (3) The credits to be transferred for credit accumulation toward the completion of the second degree must be of the same course or its equivalent or replaceable course as approved by the university, as specified in the curriculum of the major subject that student wishes to study for a second degree. The grade level of that course must not be lower than C or S, or CX as set by the criteria for credits from exemption, or CE, CP, CS and CT as set by the criteria for credit transfer from non-formal and informal education to the formal education.
- (4) Credits to be transferred must not exceed 5 years starting from the semester of enrollment, and the grade cannot be calculated for grade point average

with those of the courses enrolled in the second degree curriculum, but will be recorded as CX.

- (5) The student has to enroll in courses at least 36 credits of the second degree curriculum, and the total credit accumulation shall be as defined by that respective program.
- (6) After accepting the student to study for a second degree and considering the credit transfer, the acceptance and study plan will be sent by the respective faculty to the Registration Office within 4 weeks after receiving the request from the student.
- (7) The Registration Office will propose to the university for approval within 1 week after receiving the results from the faculty in step (6).
- (8) The student who is allowed the transfer of over 12 credits cannot receive a degree with distinction or be awarded an outstanding performance throughout the program.
- (9) Fees for credit transfer will be as announced by the university.

1.2 Equivalent credit transfer means the equation or comparison of the content of the course a student enrolled in and fulfilled the requirements of another institute for credit transfer and accumulation to fulfill the requirements for graduation in the major subject he/she enrolls in for either first or second degree at Chiang Mai University based on the criteria, method and conditions as follows:

1.2.1 Request for equivalent credit transfer by a former undergraduate student from another institute who has not completed the study.

- (1) The student has to submit a request, a certified description of the course to be transferred, a transcript and other evidence to his/her advisor then to responsible faculty to which he/she is readmitted within the first two weeks of the first semester in that academic year of his/her admission.
- (2) The faculty will forward the transcript and course descriptions to the course-providing faculties for consideration of course equivalence and credit transfer.
- (3) The student's faculty will consider the criteria for credit transfer, and equivalence of the course based on the rules and conditions set by the faculty.
- (4) For credits to be transferred for accumulation toward the completion of the study the course content must be at the same level as that of

Chiang Mai University, and the grade level of that course must not be lower than C or S, or CX as set by the criteria for credits from exemption, or CE, CP, CS and CT as set by the criteria for credit transfer from non-formal and informal education to the formal education.

- (5) Credits to be transferred must not exceed 5 years starting from the semester of enrollment, and the grade cannot be calculated for grade point average with those of the courses enrolled in the student's admitted curriculum, but will be recorded as CX.
- (6) The equivalent credits transferred must not exceed half of the total credits required by the curriculum.
- (7) After consideration, the faculty has to inform the Registration Office within 4 weeks after receiving the request.
- (8) The Registration Office will propose to the university for approval within 1 week after receiving the results from the faculty in step (7).
- (9) The student who is allowed the transfer of over 12 credits cannot receive a degree with distinction or be awarded an outstanding performance throughout the program.
- (10) Fees for equivalent credit transfer will be as announced by the university.

1.2.2 Request for equivalent credit transfer by a student who has completed an undergraduate study from another institute and wishes to study for a second degree.

- (1) The student has to submit a request for a second degree study, a transcript, and descriptions of courses from the first degree to the Registration Office at least 45 days before the beginning of the semester he/she wishes to enroll.
- (2) The faculty will forward the transcript and course descriptions to the course-providing faculties for consideration of course equivalence and credit transfer.
- (3) The course credits taken for the first degree shall be considered transferrable to the study plan of the second degree based on the rules and conditions set by the student's faculty. The non-transferrable credits will be discarded.
- (4) For credits to be transferred for accumulation toward the completion of the second degree, the course content must be at the same level as that of Chiang Mai University, and the grade level of that course must not be lower

than C or S, or CX as set by the criteria for credits from exemption, or CE, CS, CP, and CT as set by the criteria for credit transfer from non-formal and informal education to the formal education.

- (5) Credits to be transferred must not exceed 5 years starting from the semester of enrollment, and the grade cannot be calculated for grade point average with those of the courses enrolled in the second degree curriculum, but will be recorded as CX.
- (6) The student has to enroll in courses at least 36 credits of the second degree curriculum new program, and the total credit accumulation shall be as defined by that respective program.
- (7) After accepting the student to study for a second degree and considering the credit transfer, the acceptance and study plan will be sent by the respective faculty to the Registration Office within 4 weeks after receiving the request from the student.
- (8) The Registration Office will propose to the university for approval within 1 week after receiving the results from the faculty in step (7).
- (9) The student who is allowed the transfer of over 12 credits cannot receive a degree with distinction or be awarded an outstanding performance throughout the program.
- (10) Fees for equivalent credit transfer will be as announced by the university.

1.2.3 Request for equivalent credit transfer by a student seeking a status transfer from another institute to Chiang Mai University.

- (1) The student has to submit a request for student status transfer, a transcript, and descriptions of the courses to be transferred to the Registration Office at least 45 days before the beginning of the first semester of the academic year he/she wishes for a transfer.
- (2) The student must earn from other institute at least 24 credits of courses with contents equivalent to that indicated in a study plan of the respective program. The grade point average of equivalent credit transfer must not be lower than 2.50.
- (3) For credits to be transferred for accumulation toward the completion of the study, the course content must be at the same level as that of

Chiang Mai University, and the grade level of that course must not be lower than C or S, or CX as set by the criteria for credits from exemption, or CE, CS, CP, and CT as set by the criteria for credit transfer from non-formal and informal education to the formal education.

- (4) Credits to be transferred must not exceed 5 years starting from the semester of enrollment, and the grade cannot be calculated for grade point average with those of the courses enrolled in the student's admitted curriculum, but will be recorded as CX.
- (5) After accepting the student status transfer and considering the credit transfer, the acceptance and study plan will be sent by the respective faculty to the Registration Office within 4 weeks after receiving the request from the student.
- (6) The Registration Office will propose to the university for approval within 1 week after receiving the results from the faculty in step (5).
- (7) The student who is allowed the transfer of over 12 credits cannot receive a degree with distinction or be awarded an outstanding performance throughout the program.
- (8) Fees for equivalent credit transfer will be as announced by the university.

1.2.4 Request for equivalent credits transfer by a CMU student who enrolled in courses at and earned credits from another institute.

- (1) The equivalent credits transfer must be of the courses whose contents are at or close to the same level to the courses offered at Chiang Mai University or considered beneficial to the student's study, and they must be approved by the relevant faculties.
- (2) Before enrollment for a course at another institute, the student has to submit a request, course description and course credits through his/her advisor and faculty for approval from the university. The student receiving permission to study at another institute in the regular semester of CMU has to maintain student status in Chiang Mai University.
- (3) Chiang Mai University will consider the transfer of equivalent course credits and grade from another institute based on the approval of the relevant faculties.

## **2. Credit Transfer and Equivalent Credit Transfer from Credit Bank System**

2.1 Credit transfer means to accept credits of the courses that a student previously enrolled and passed the criteria set by Credit Bank System at Chiang Mai University to be part of the student's accumulated credit toward the completion of the curriculum of the major subject that student has been admitted into Chiang Mai University based on the criteria, method and conditions as follows :

- (1) The student has to submit a request to his/ her advisor and chairperson of the program administrative committee, then to the responsible faculty to which he/she is admitted within the first two weeks of each semester.
- (2) The respective faculty considers the request for credit transfer from Credit Bank System based on the rules and conditions set by the faculty.
- (3) The credits to be transferred for accumulation toward the completion of the study must be of the same course or its equivalent or replaceable course as approved by the university, as specified in the curriculum of the major subject that student is admitted into. Credits to be transferred must not exceed the time specified limit, and the grade level of that course must not be lower than C.
- (4) Credits and grade of the transferred course will be recorded. The grade will be calculated for grade point average with those of the courses enrolled in the student's admitted curriculum.
- (5) After consideration, the faculty has to inform the Registration Office within 1 week after receiving the request.
- (6) The Registration Office will propose to the university for approval within 1 week after receiving the results from the faculty in step (5).
- (7) Fees for credit transfer will be as announced by the university.

2.2 Equivalent credit transfer means the equation or comparison of the content of the course a student enrolled in and fulfilled the requirements of another institute's Credit Bank System for credit transfer and accumulation to fulfill the requirements for graduation in the major subject he/she enrolls in at Chiang Mai University based on the criteria, method and conditions as follows:

- (1) The student has to submit a request, a certified description of the course to be transferred from Credit Bank System, a transcript and other evidence to his/her advisor and chairperson of the program administrative committee then to

the responsible faculty to which he/she is admitted within the first two weeks of each semester.

- (2) The faculty will forward the transcript and course descriptions to the course-providing faculties for consideration of course equivalence and credit transfer.
- (3) The student's faculty will consider the criteria for credit transfer, and equivalence of the course based on the rules and conditions set by the faculty.
- (4) The credits to be transferred for accumulation toward the completion of the study must be of the same course or its equivalent or replaceable course as approved by the university, as specified in the curriculum of the major subject that student is admitted into. Credits to be transferred must not exceed 5 years starting from the semester of enrollment and the grade level of that course must not be lower than C.
- (5) After consideration, the faculty has to inform to the Registration Office within 4 weeks after receiving the request.
- (6) The Registration Office will propose to the university for approval within 1 week after receiving the results from the faculty in step (5).
- (7) Fees for equivalent credit transfer will be as announced by the university.

Please be notified accordingly.

Given on February 9, 2021

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Vice President

Approved Copy



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Registration Officer