



PROCEDURES FOR EQUIVALENT CREDIT BANK TRANSFER FROM OTHER INSTITUTE (UNDERGRADUATE STUDENTS)

- 1.) Student fill out the request form and select courses that he/she want to Transfer Credit online at www.reg.cmu.ac.th
- 2.) Student submit a request form to his/her advisor and chairperson of the program administrative committee.
- 3.) Student submit a request form to chairperson of the program administrative committee.
- 4.) Student submit a request form to his/her faculty.
- 5.) Faculty considers a request for equivalent credit transfer.
- 6.) Student back into the system to pay a fee by scan QR Code. (5000 Baht)

Required documents for the request

- One original transcript (photocopy is not accepted).
- One certified copy of the course description.

**Registration Office
Chiang Mai University**



CONDITIONS FOR EQUIVALENT CREDIT BANK TRANSFER FROM OTHER INSTITUTE (UNDERGRADUATE STUDENTS)

- 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 administration committee, then to the responsible faculty to which he/she is admitted within the first two weeks of each semester.
- 2.) 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.
- 3.) Fees for equivalent credit transfer will be as announced by the university.



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