

Deferred Evaluation with the Grade “I” Handbook for Student

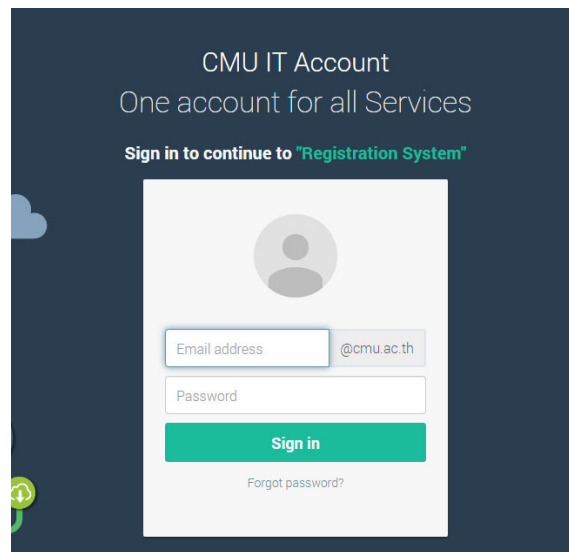
1. Direct your browser to <https://www1.reg.cmu.ac.th/registrationoffice/> For English, click on the “English version” button.



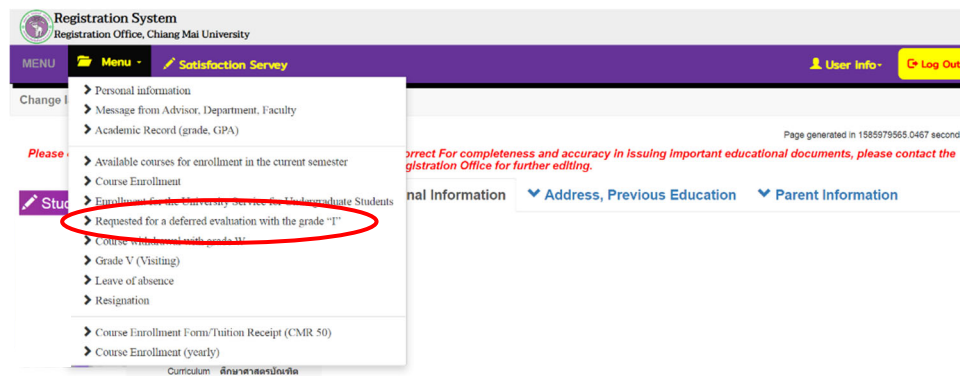
2. Click on the “For Current Students” menu.



3. Enter username and password (CMU IT Account) to login.



4. To defer evaluation, click on the “Menu” banner and choose Request for a deferred evaluation with the grade “I” menu.



5. Click on the “Click here to begin” button.

Chiang Mai University.

Requesting for a Deferred Evaluation with the Grade “I” System

The letter grade “I” stands for “Incomplete” indicating that a student is unable to fulfill the evaluation assigned for a course. The letter “I” must be granted with the approval of the course instructor.


Please read through the following guidelines carefully before proceeding with the system.

- Request for a deferred evaluation with the grade “I” must be done until Monday 10th of August 2020.
- [Student’s Guidelines for a Deferred Evaluation with the Grade “I” System.](#)

Brief Procedure

1. Choose a course (s) that you wish to request for a deferred evaluation.
2. Inform the reason for your request you wish to defer then click on “Confirm” at the end of the process. Check email for the request confirmation.
3. Please login back to check the status of the request.

Your request will be granted after course instructor has approved it through the system.

คลิกที่นี่...เพื่อเริ่มขออัตรล่าดับชั้น I
Click here to begin

6. Select a course to defer by click on “Request to defer evaluation” after the course.

List of enrolled courses 2/2562

Choose a course that you wish to request for a deferred evaluation with the grade “I”.
The following is the guidelines for students, please read through carefully Guidelines

[Back to Guidelines](#)

NO.	COURSE	LEC/LAB	REQUEST TO DEFER	REASON	STATUS
1	050100 USAGE OF THAI LANGUAGE	020 / 000	Request to defer evaluation		
2	057295 SWORD POLE & THAI FENCING	001 / 000	Request to defer evaluation		
3	057297 SEPAK TAKRAW STUDY	001 / 000	Request to defer evaluation		
4	057298 MUAYTHAI STUDY	001 / 000	Request to defer evaluation		

7. Give a reason for your request. Upload a supporting document for consideration by instructor in Pdf format (optional) by click on “**Choose File**”. Click on the check box to acknowledge your request. Then click on the “**Click to confirm your request**” button.

Confirmation

Course no	050100
Lec/Lab	020 / 000
Title	USAGE OF THAI LANGUAGE

Reason for your request *

Upload supporting document in pdf format (optional)

Choose File | No file chosen

* I hereby request for a deferred course with the grade "I".

Click to confirm your request | x Close

8. After confirmation, “**Submitted successfully!**” message will display on your screen. Student can add more course to defer a evaluation with the grade “I” by following the 6th step.

Confirmation

Course no	050100
Lec/Lab	020 / 000
Title	USAGE OF THAI LANGUAGE

Submitted successfully!

Close

Click to confirm your request | x Close

Request Grade I

Students will receive a confirmation email. The request for the deferred evaluation with grade “1” will be sent to the course instructor/representative to review. The deferred evaluation is completed after the course instructor has given a decision to the request through the system. It is student’s responsibility to follow up with the decision from the system and their course instructor.

- If student wish to cancel the approved request, click on “**Cancel the Approval**” for cancellation. The request for the cancellation will be sent student, course instructor/representative and adviser.

NO.	COURSE	LEC/LAB	REQUEST TO DEFER	REASON	STATUS
1	050100 USAGE OF THAI LANGUAGE	020 / 000	Request to defer evaluation Re-request to defer evaluation	admin test	Disapproved
2	057295 SWORD POLE & THAI FENCING	001 / 000	Request to defer evaluation	admin test request	Approved Cancel the Approval
3	057297 SEPAK TAKRAW STUDY	001 / 000	Request to defer evaluation	admin test	Awaiting instructor's response.
4	057298 MUAYTHAI STUDY	001 / 000	Request to defer evaluation		
5	057305 CHILDREN ACTIVITIES	003 / 000	Request to defer evaluation		
6	057307 PHYS ED FOR ELEM TEACHER	001 / 000	Request to defer evaluation		

- If a deferred request was disapproved, student may try to re-request by click on “**Re-request to defer evaluation**” again. It might be a better idea to contact with the course instructor to explain the necessary.

NO.	COURSE	LEC/LAB	REQUEST TO DEFER	REASON	STATUS
1	050100 USAGE OF THAI LANGUAGE	020 / 000	Request to defer evaluation Re-request to defer evaluation	admin test	Disapproved
2	057295 SWORD POLE & THAI FENCING	001 / 000	Request to defer evaluation	admin test request	Approved Cancel the Approval
3	057297 SEPAK TAKRAW STUDY	001 / 000	Request to defer evaluation	admin test	Awaiting instructor's response.
4	057298 MUAYTHAI STUDY	001 / 000	Request to defer evaluation		
5	057305 CHILDREN ACTIVITIES	003 / 000	Request to defer evaluation		
6	057307 PHYS ED FOR ELEM TEACHER	001 / 000	Request to defer evaluation		