Student's Guide to

Student Resignation

NOV 04, 2026.

CURRENT STUDENTS

Select the option



Students who were 20 years old or Older *

CLICK



Students who were Under 20 years old*

CLICK



Cancellation

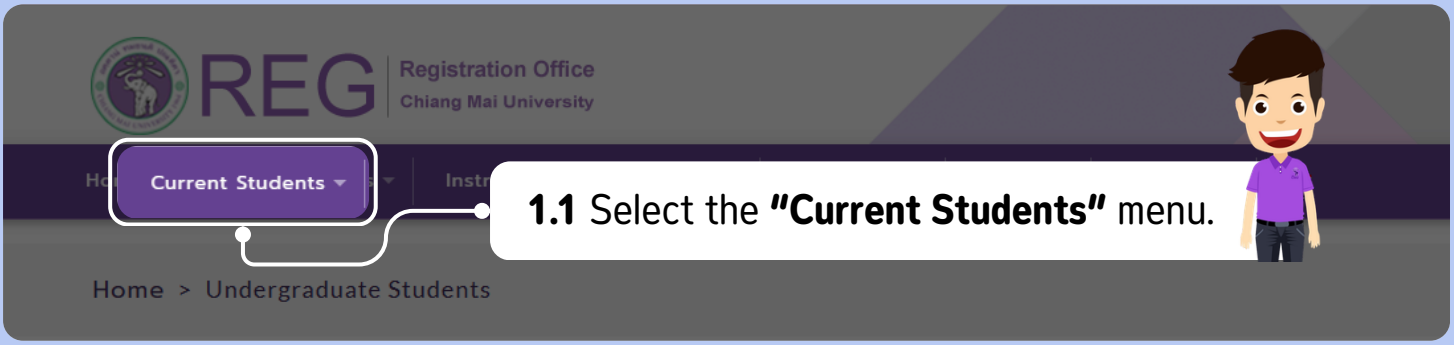
CLICK

*Students ID before 66 – age as of new student registration date.

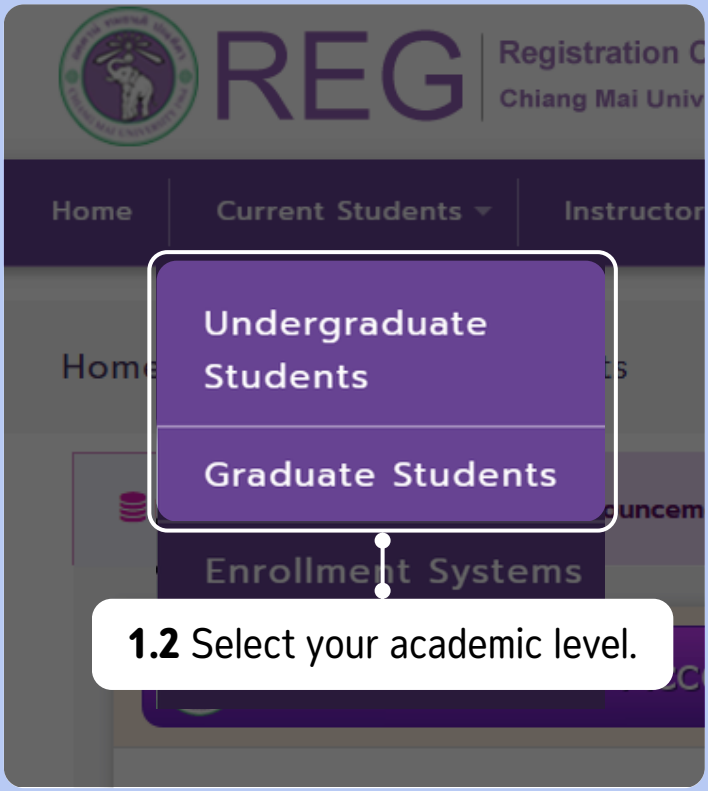
*Students ID before 66 – age as of new student registration date.

Student Resignation (Students Aged 20 or Older)

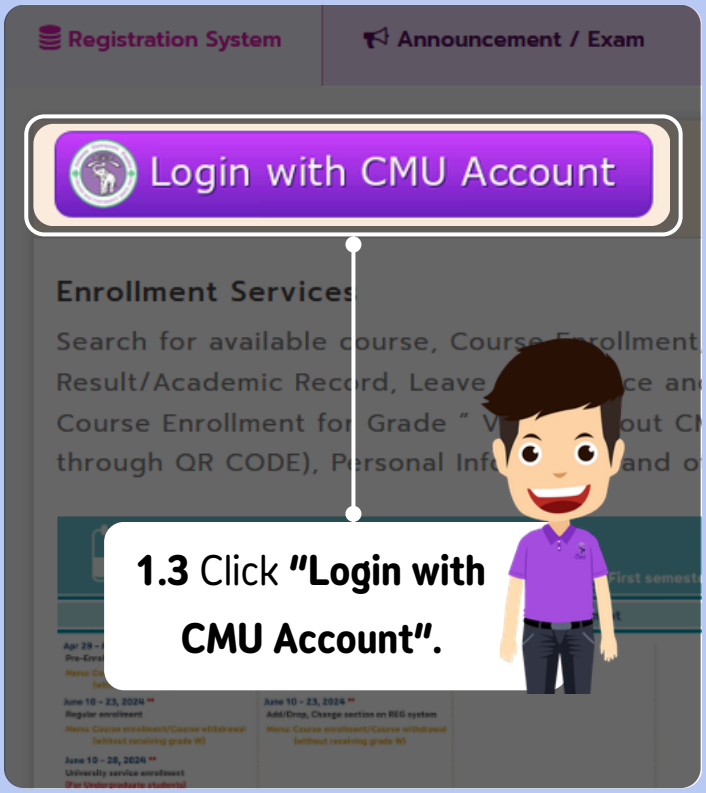
01 ACCESSING THE SYSTEM



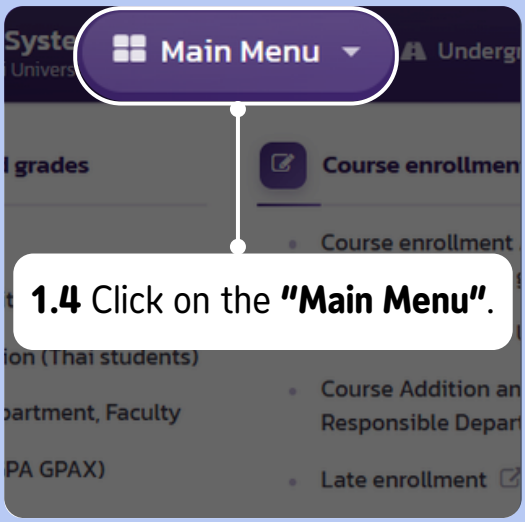
1.1 Select the **"Current Students"** menu.



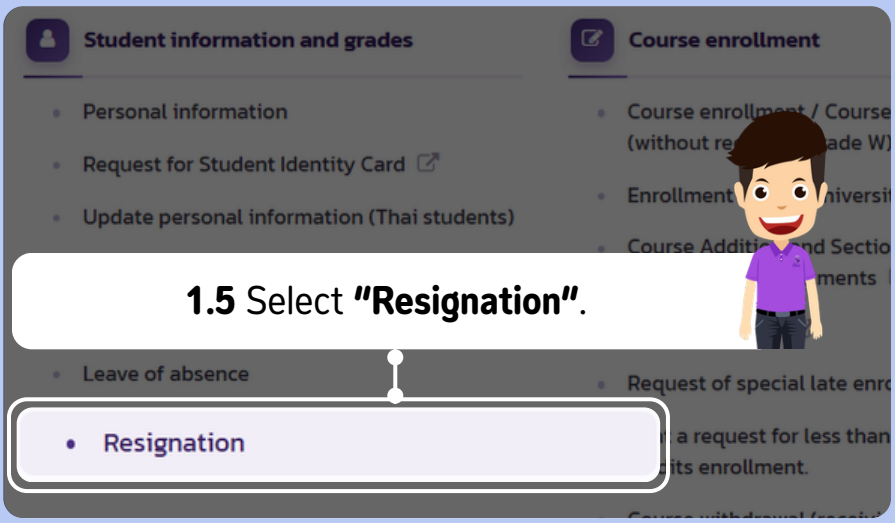
1.2 Select your academic level.



1.3 Click **"Login with CMU Account"**.

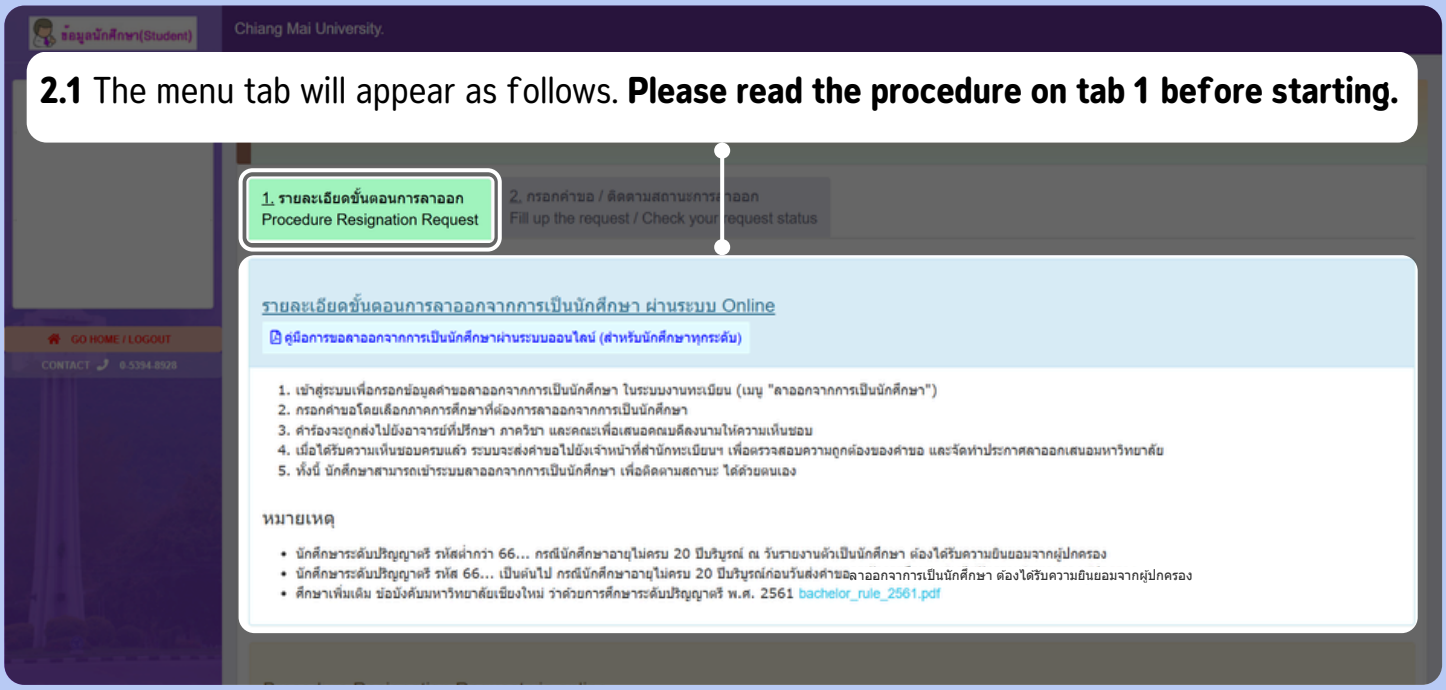


1.4 Click on the **"Main Menu"**.



1.5 Select **"Resignation"**.

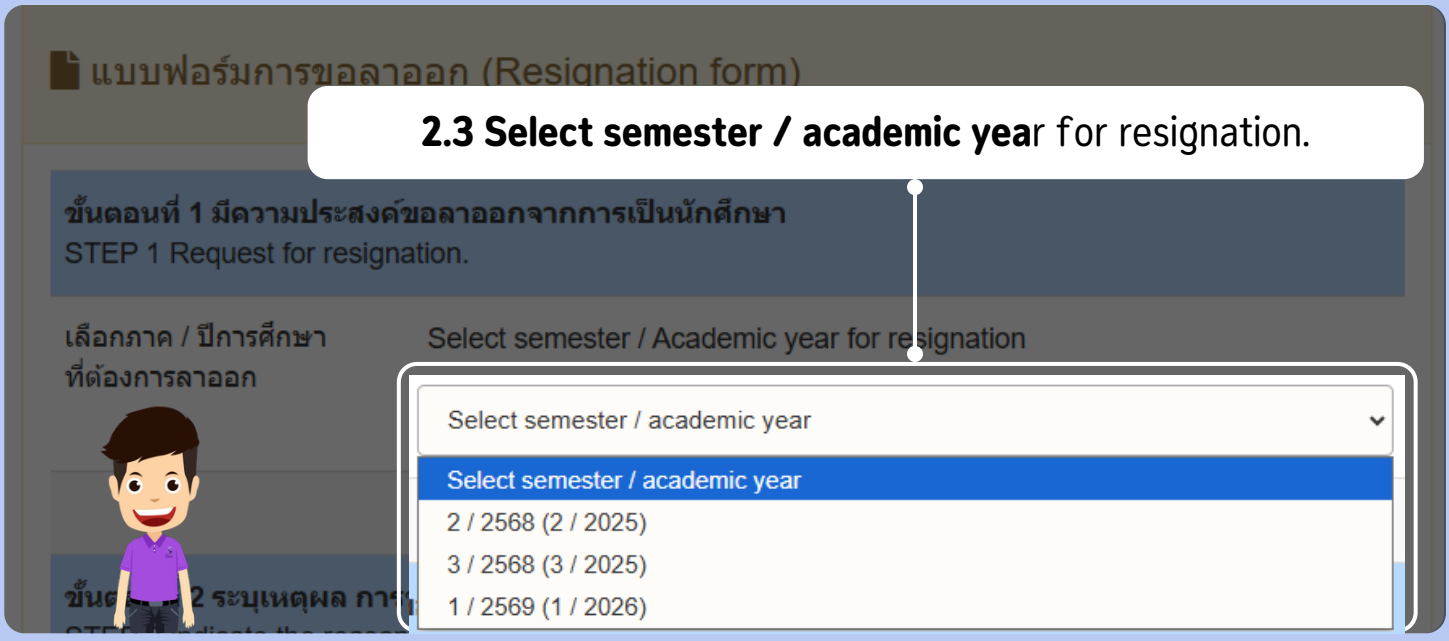
02 STUDENT RESIGNATION REQUEST



2.1 The menu tab will appear as follows. **Please read the procedure on tab 1 before starting.**

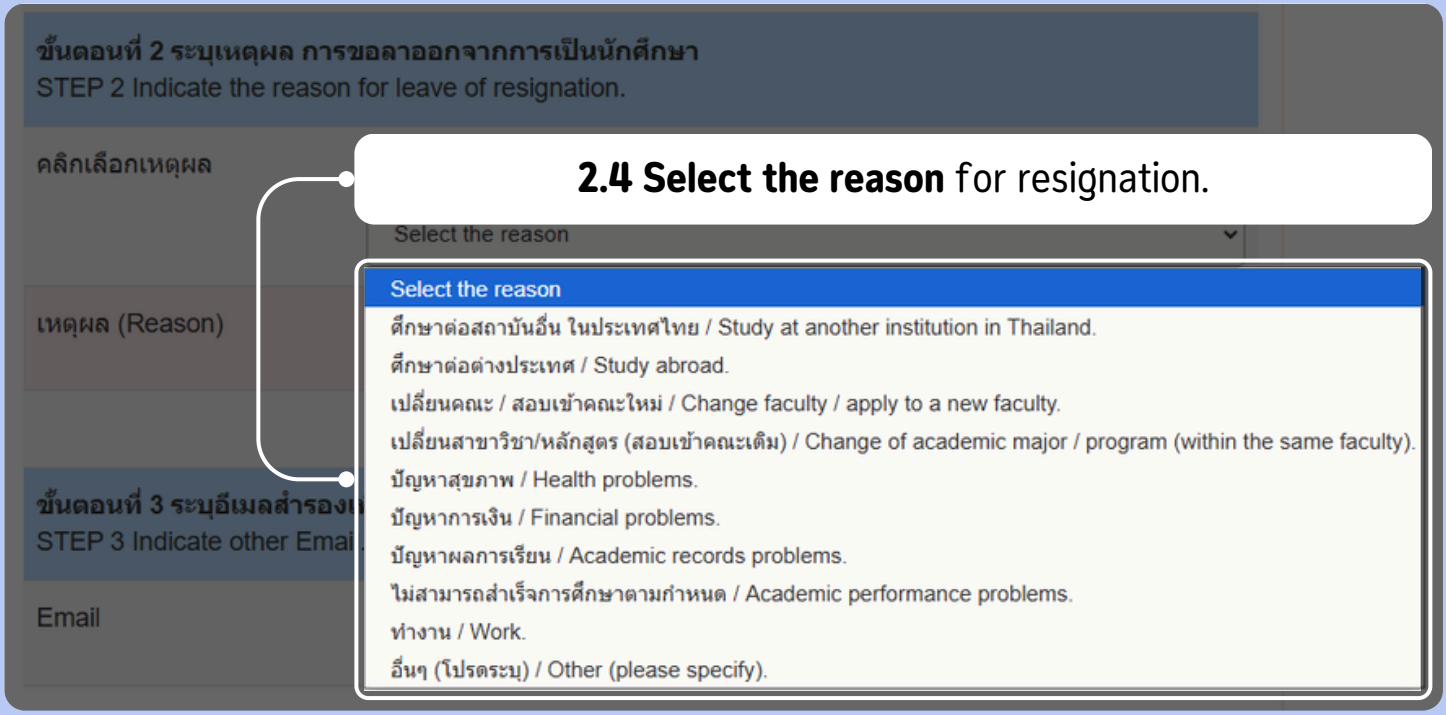


2.2 Select tab 2 **"Fill up the request".**



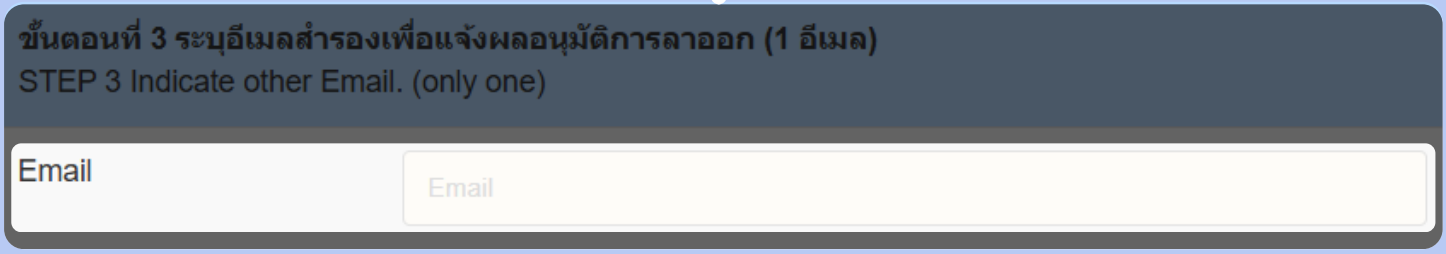
2.3 Select semester / academic year for resignation.

02 STUDENT RESIGNATION REQUEST

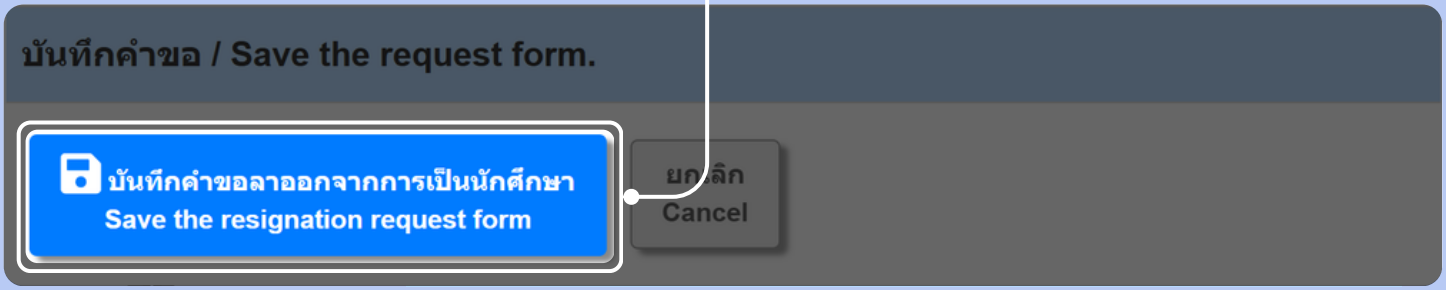


2.4 Select the reason for resignation.

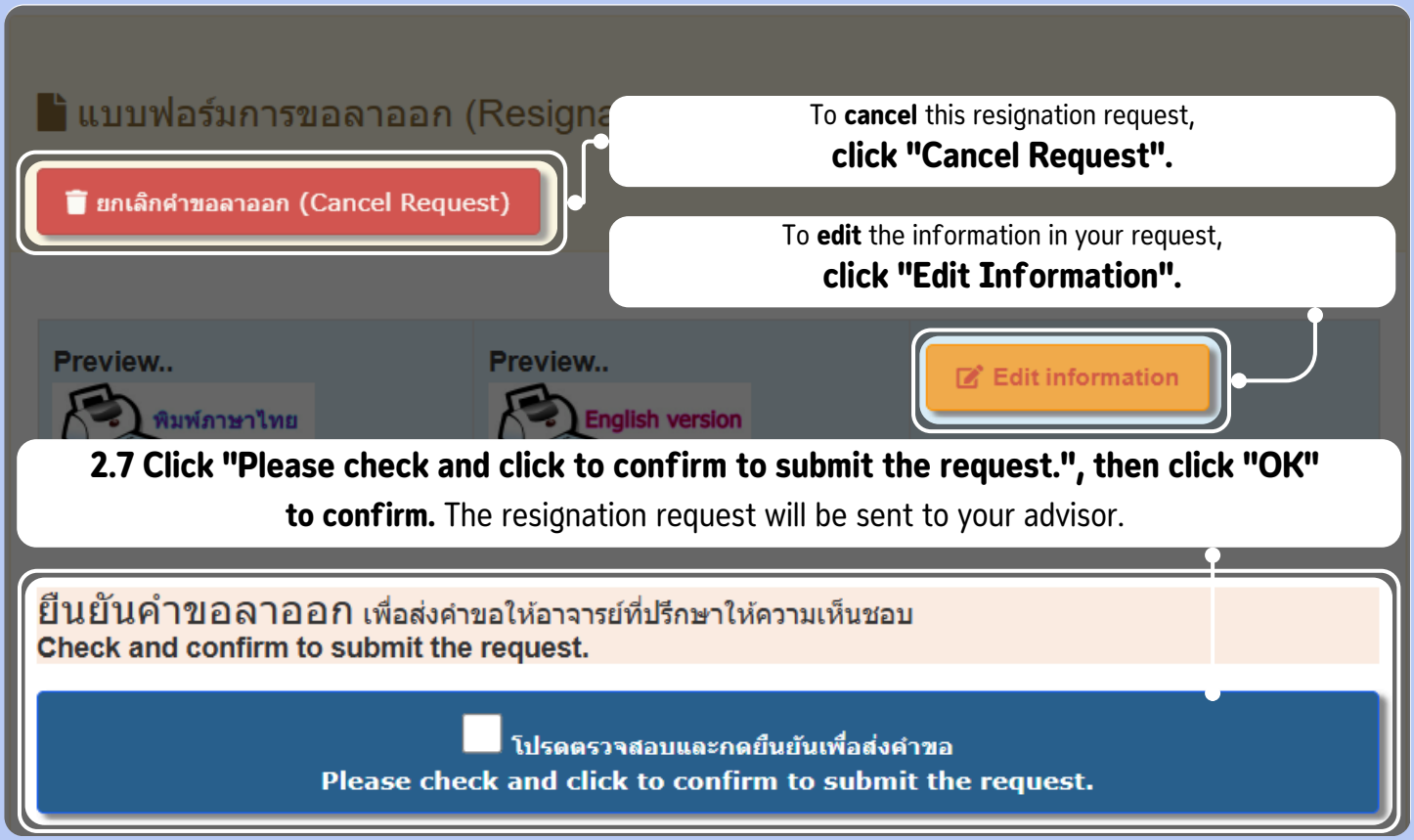
2.5 Fill up the indicate email which not CMU Mail for the resignation announcement result.



2.6 Select **"Save the resignation request form."**

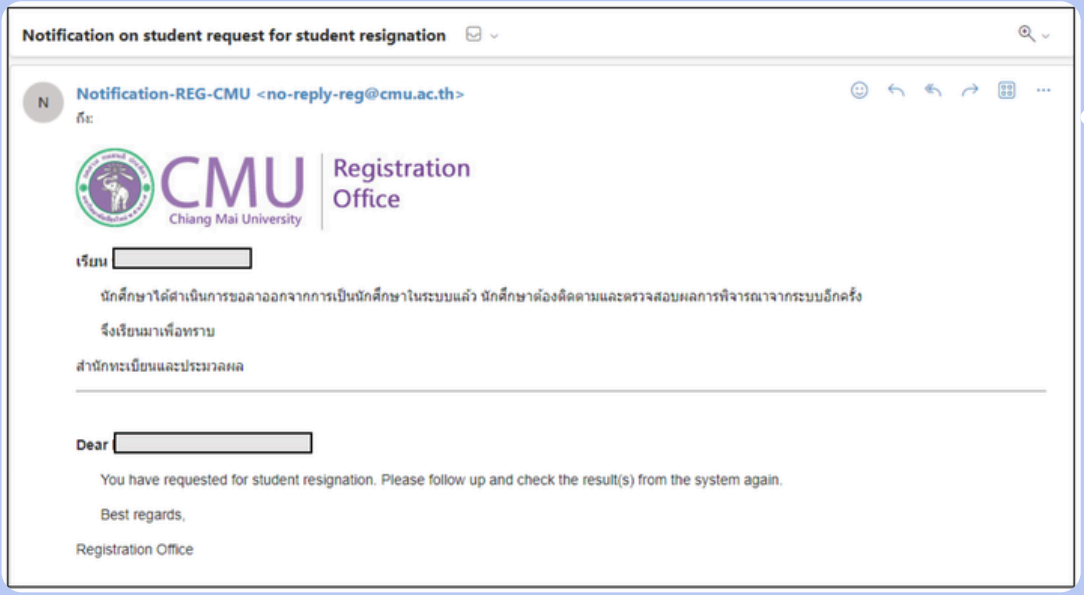


02 STUDENT RESIGNATION REQUEST



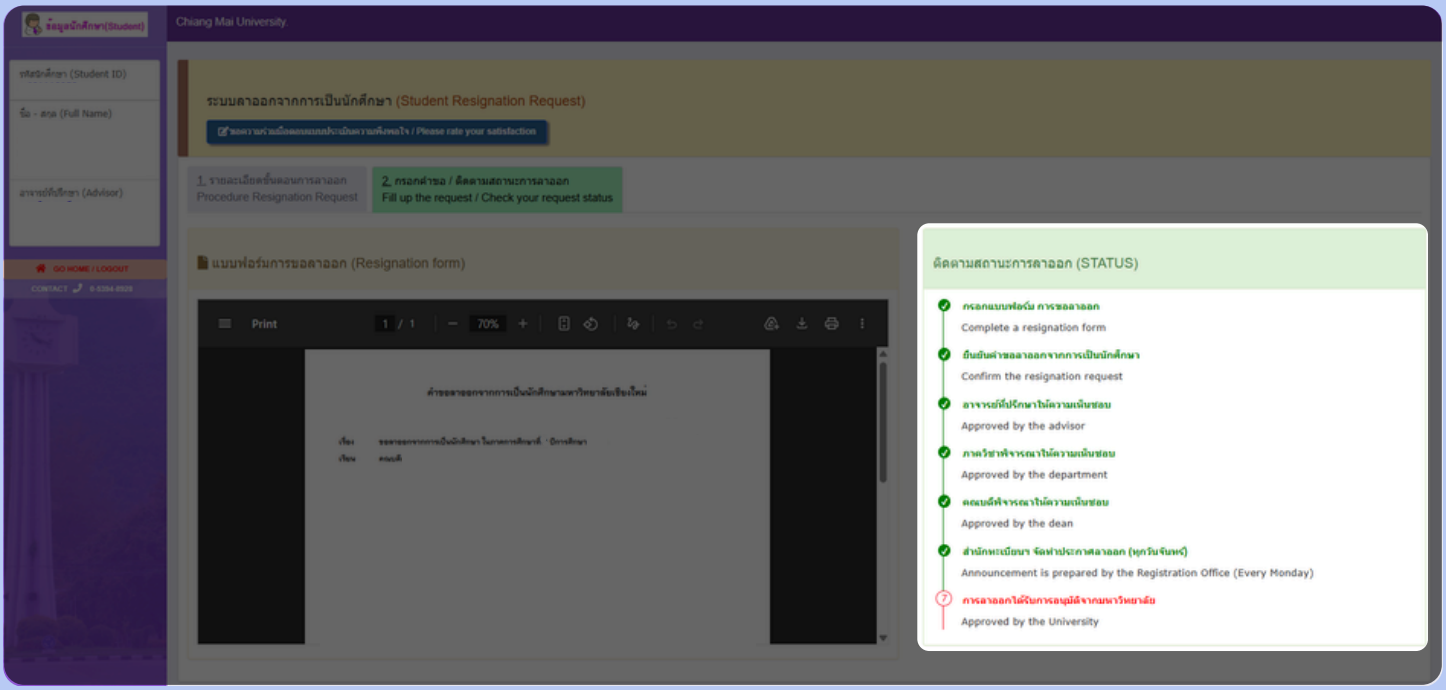
2.7 Click "Please check and click to confirm to submit the request.", then click "OK" to confirm. The resignation request will be sent to your advisor.

2.8 After submitting your resignation request, **a notification will be sent to your CMU email to confirm** that your request has been submitted.





03 TRACK THE REQUEST STATUS



ติดตามสถานะการลาออก (STATUS)

- **กรอกแบบฟอร์ม การขอลาออก**
  Complete a resignation form
- **ยืนยันคำขอลาออกจากการเป็นนักศึกษา**
  Confirm the resignation request
- **อาจารย์ที่ปรึกษาให้ความเห็นชอบ**
  Approved by the advisor
- **ภาควิชาพิจารณาให้ความเห็นชอบ**
  Approved by the department
- **คณบดีพิจารณาให้ความเห็นชอบ**
  Approved by the dean
- **สำนักทะเบียนฯ จัดทำประกาศลาออก (ทุกวันจันทร์)**
  Announcement is prepared by the Registration Office (Every Monday)
- 7 **การลาออกได้รับการอนุมัติจากมหาวิทยาลัย**
  Approved by the University

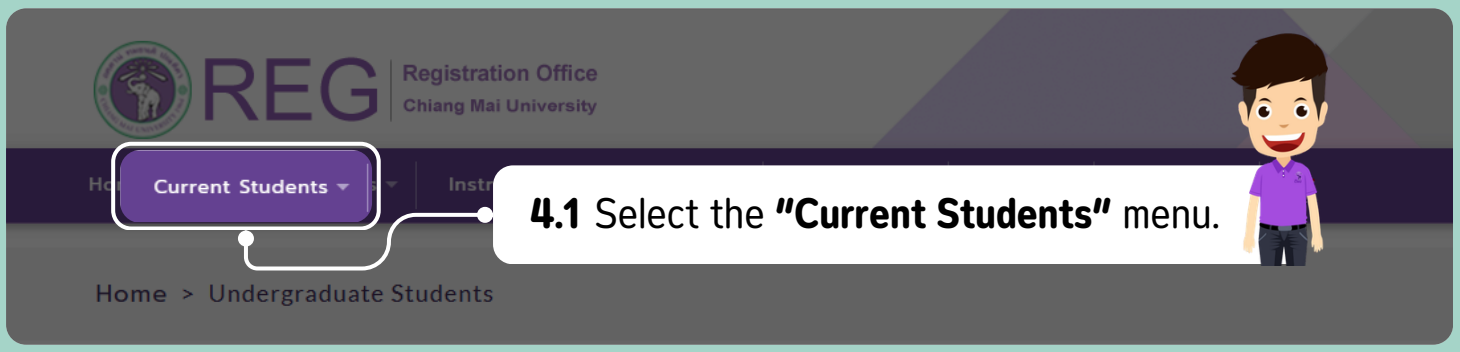
3.1 Log in to the Student Registration System and select the Student Resignation menu to **track your request status.** The current status is displayed on the right side of the screen.

Completed steps are displayed in **green.**

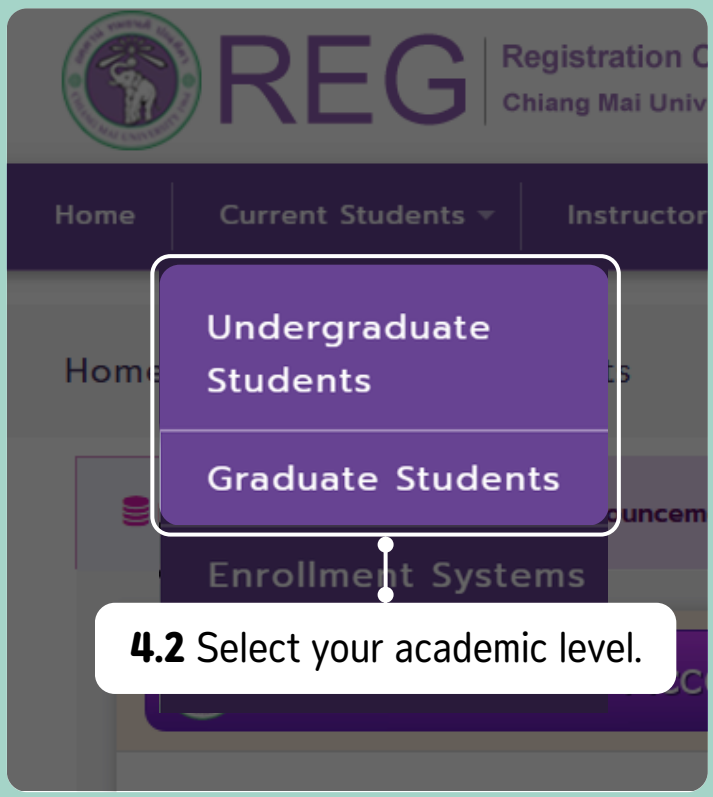
Incomplete steps are displayed in **red.**

Once the official resignation announcement has been signed by the University, the Registration Office will record the signing date. The status will then change to **"Resignation Completed."**

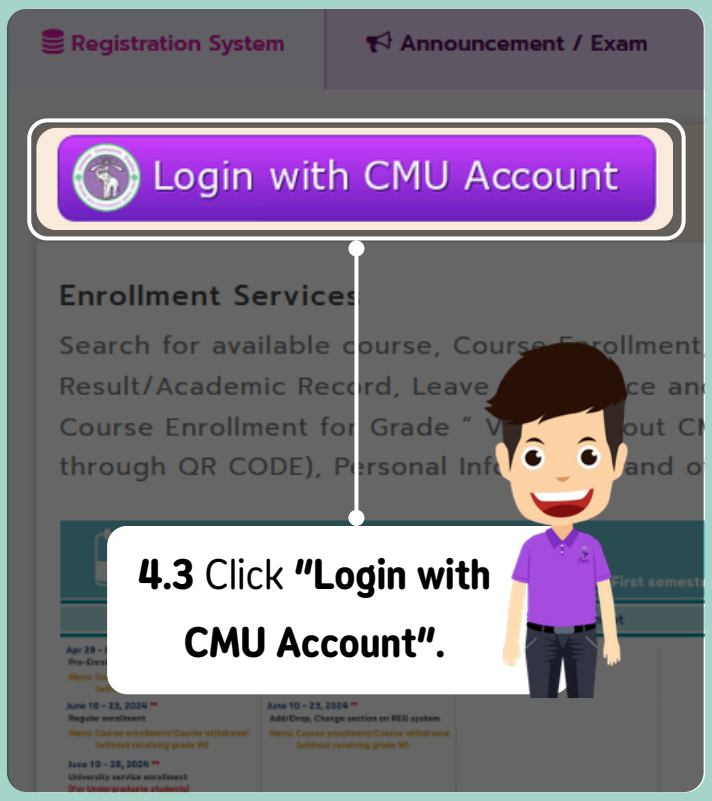
04 ACCESSING THE SYSTEM



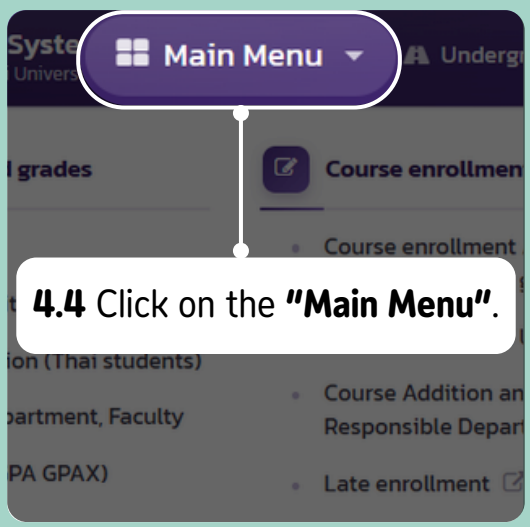
4.1 Select the **"Current Students"** menu.



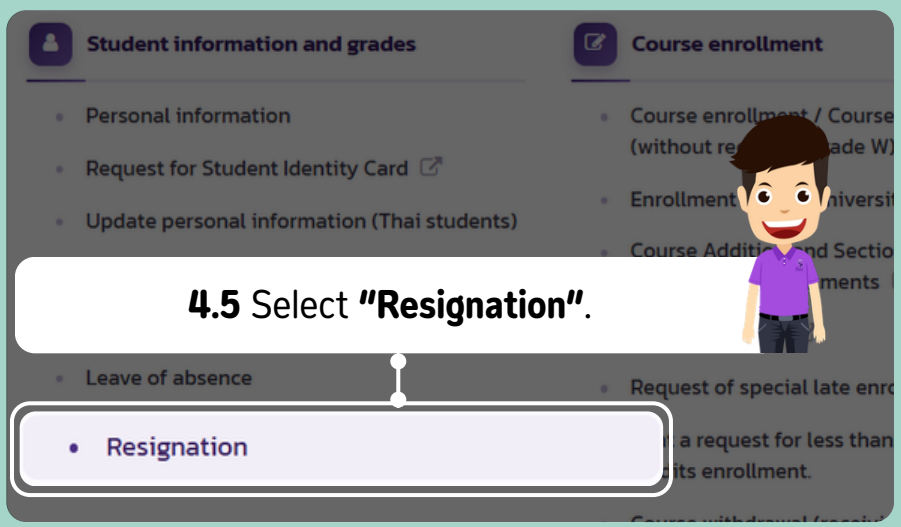
4.2 Select your academic level.



4.3 Click **"Login with CMU Account".**

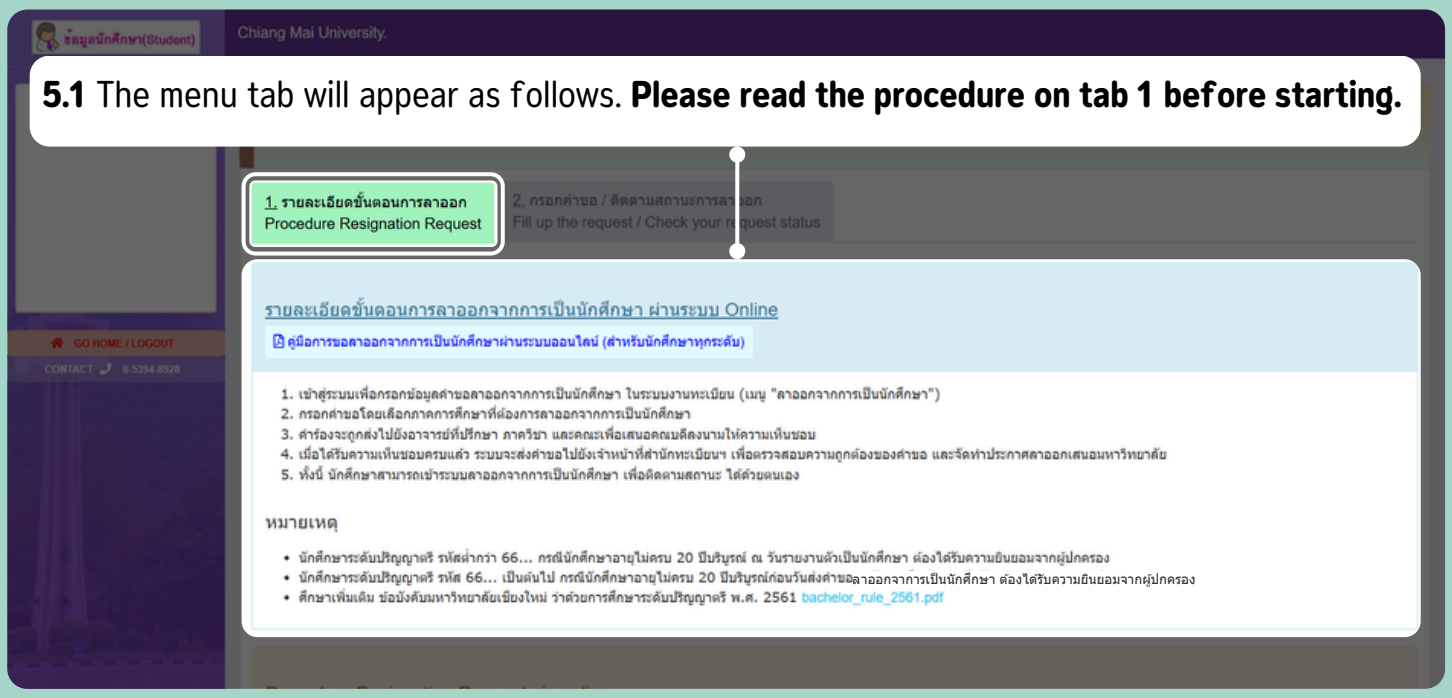


4.4 Click on the **"Main Menu"**.

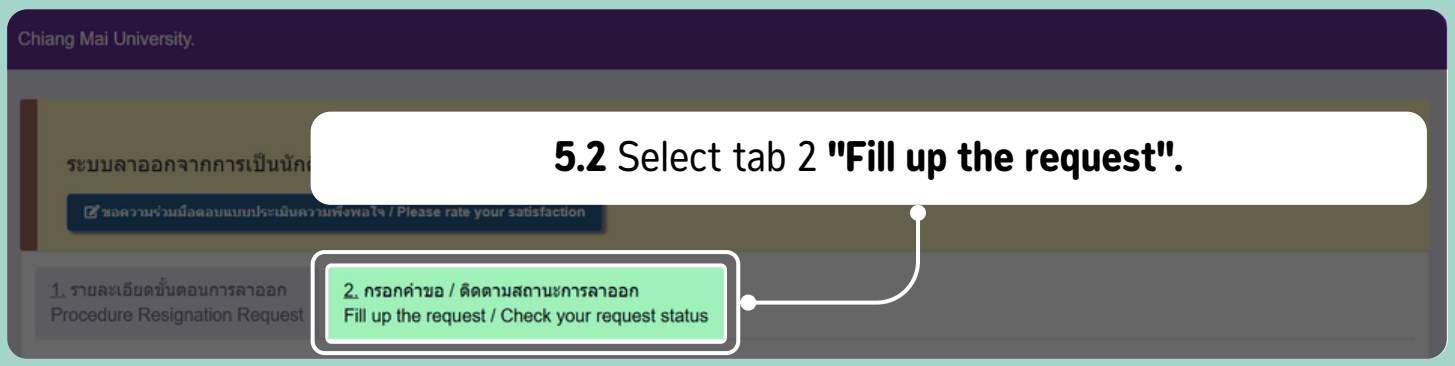


4.5 Select **"Resignation"**.

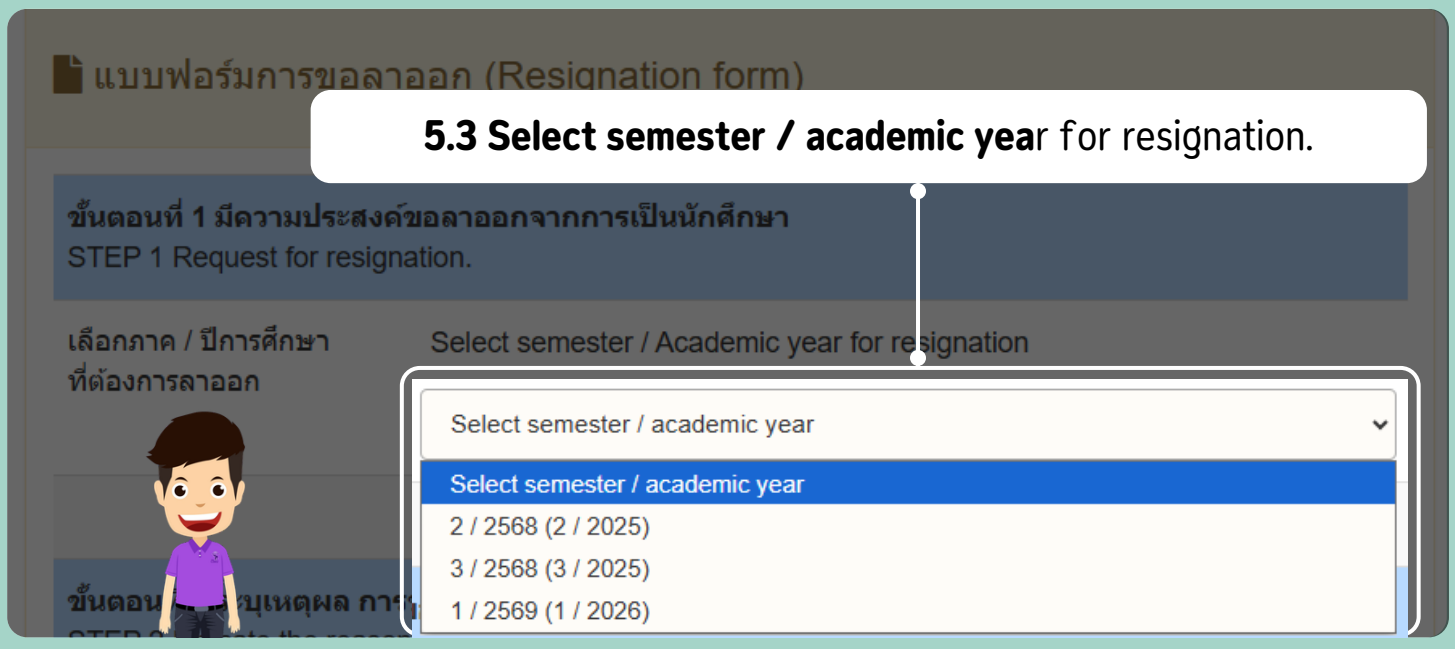
05 STUDENT RESIGNATION REQUEST



5.1 The menu tab will appear as follows. **Please read the procedure on tab 1 before starting.**



5.2 Select tab 2 **"Fill up the request".**



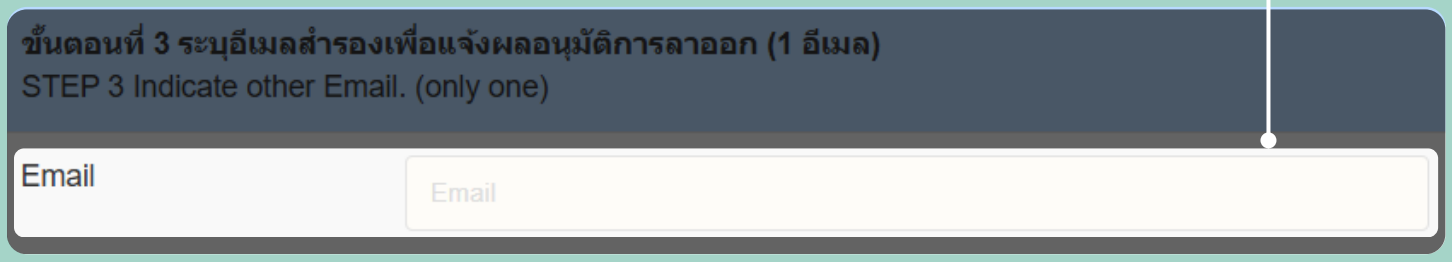
5.3 Select semester / academic year for resignation.

05 STUDENT RESIGNATION REQUEST

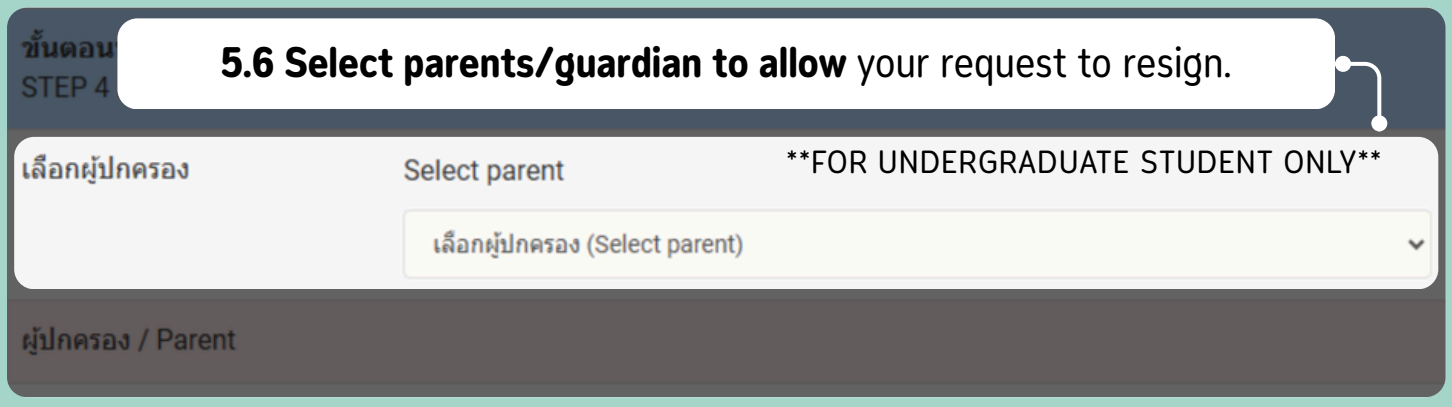
5.4 Select the reason for resignation.



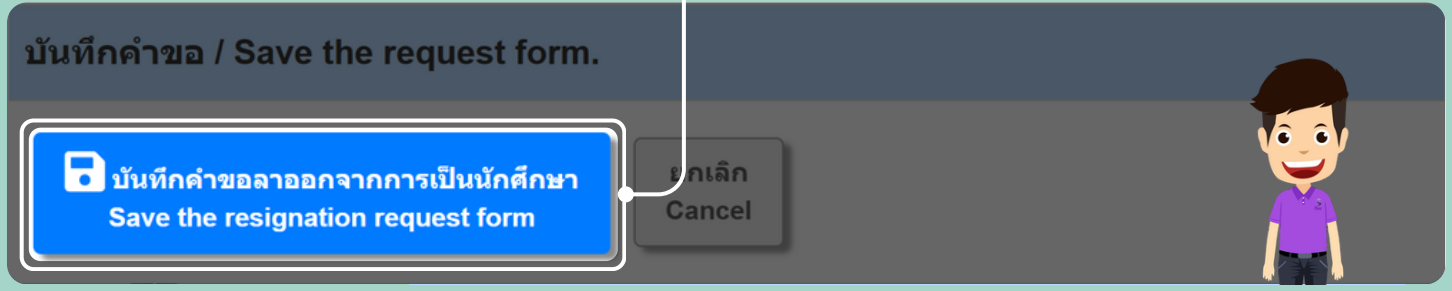
5.5 Fill up the indicate email which not CMU Mail for the resignation announcement result.



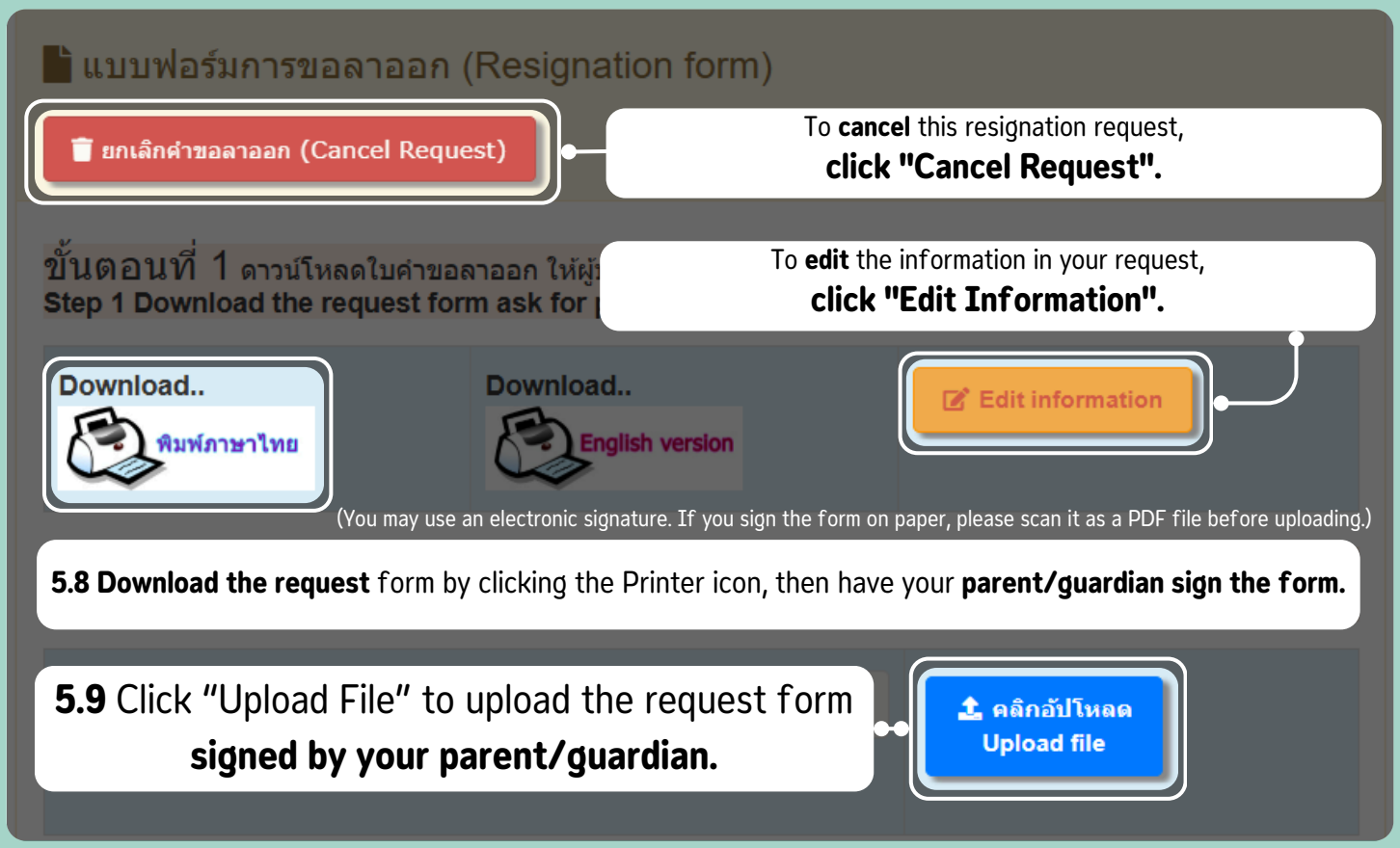
5.6 Select parents/guardian to allow your request to resign.



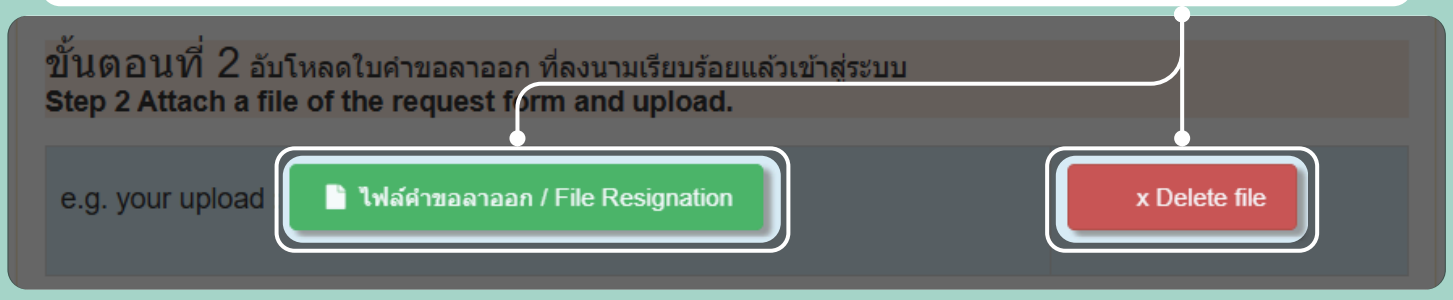
5.7 Select **"Save the resignation request form."**



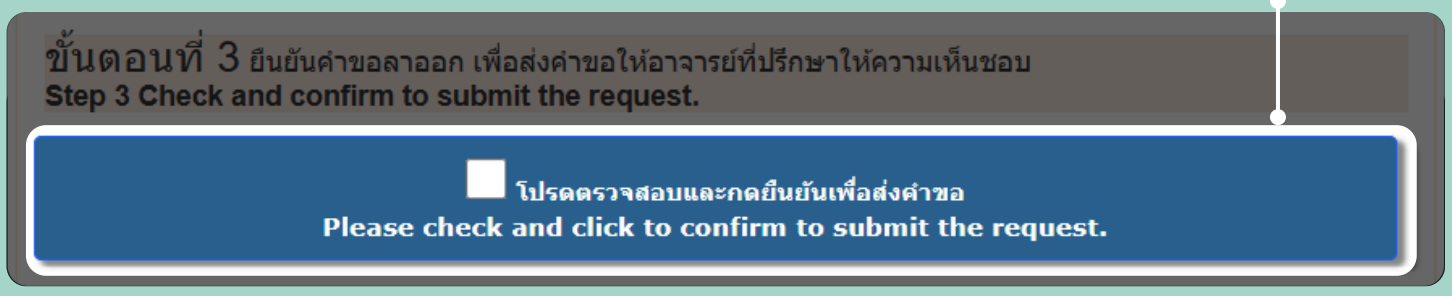
05 STUDENT RESIGNATION REQUEST



5.10 If you upload the wrong file, click "Delete File" to remove it and upload a new file.

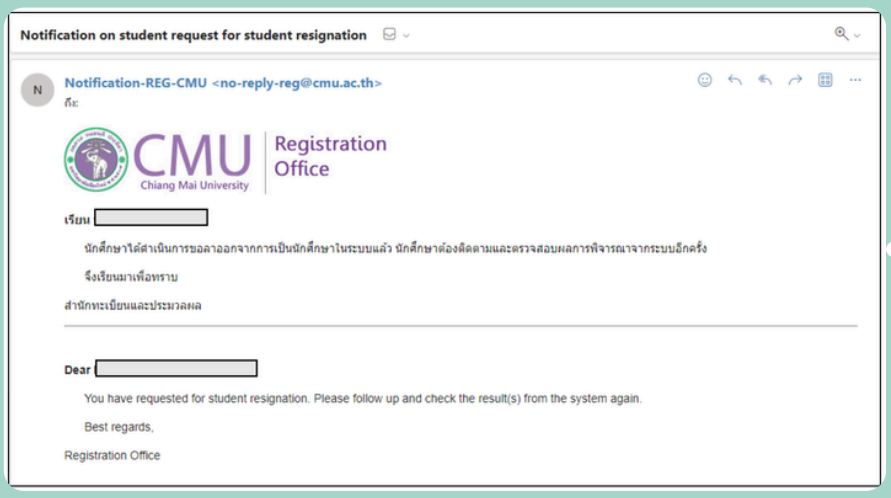


5.11 Click "Please check and click to confirm to submit the request.", then click "OK" to confirm. The resignation request will be sent to your advisor.



06 TRACK THE REQUEST STATUS

6.1 After submitting your resignation request, **a notification will be sent to your CMU email to confirm** that your request has been submitted.


Notification on student request for student resignation

Notification-REG-CMU <no-reply-reg@cmu.ac.th>

CMU Registration Office Chiang Mai University

เรียน [redacted]

นักศึกษาได้ดำเนินการขอลาออกจากการเป็นนักศึกษาในระบบแล้ว นักศึกษาต้องติดตามและตรวจสอบผลการพิจารณาจากระบบอีกครั้ง

จึงเรียนมาเพื่อทราบ

สำนักทะเบียนและประมวลผล

Dear [redacted]

You have requested for student resignation. Please follow up and check the result(s) from the system again.

Best regards,

Registration Office



ติดตามสถานะการลาออก (STATUS)

1. **กรอกแบบฟอร์ม การขอลาออก**
   Complete a resignation form
2. **ยืนยันคำขอลาออกจากการเป็นนักศึกษา**
   Confirm the resignation request
3. **อาจารย์ที่ปรึกษาให้ความเห็นชอบ**
   Approved by the advisor
4. **ภาควิชาพิจารณาให้ความเห็นชอบ**
   Approved by the department
5. **คณบดีพิจารณาให้ความเห็นชอบ**
   Approved by the dean
6. **สำนักทะเบียนฯ จัดทำประกาศลาออก (ทุกวันจันทร์)**
   Announcement is prepared by the Registration Office (Every Monday)
7. **การลาออกได้รับการอนุมัติจากมหาวิทยาลัย**
   Approved by the University

6.2 Log in to the Student Registration System and select the Student Resignation menu to **track your request status.** The current status is displayed on the right side of the screen.

Completed steps are displayed in **green.**

Incomplete steps are displayed in **red.**

Once the official resignation announcement has been signed by the University, the Registration Office will record the signing date. The status will then change to **"Resignation Completed."**

07 CANCELLATION OF A RESIGNATION REQUEST

INCOMPLETE

IF THE RESIGNATION IS NOT YET COMPLETED:

IF THE DEAN HAS NOT YET APPROVED THE REQUEST

STUDENTS CAN CLICK "CANCEL REQUEST."
SEE SECTIONS 2.7 AND 5.8 OF THIS GUIDE FOR INSTRUCTIONS.

CLICK HERE TO GO TO SECTION 2.7.

CLICK HERE TO GO TO SECTION 5.8.

IF THE DEAN HAS ALREADY APPROVED THE REQUEST

STUDENTS MUST CONTACT THEIR FACULTY TO REQUEST CANCELLATION OF THE RESIGNATION.

COMPLETED

IF THE RESIGNATION IS COMPLETED:

ONCE THE RESIGNATION HAS BEEN APPROVED BY THE UNIVERSITY, **THE RESIGNATION CANNOT BE CANCELLED.**