



Chiang Mai University Announcement
Subject: Guidelines for Academic Registration Procedures
for Courses Offered in a Modular Learning Format

Chiang Mai University has adopted a policy to encourage academic units to offer courses in a modular learning format. Interested students may enroll for such courses through the University registration system. In order to ensure the effective implementation of academic enrollment procedures for courses in a modular learning format, the University hereby issues the following announcement pursuant in Sections 35 and 38(1) of the Chiang Mai University Act B.E. 2551(2008), and in accordance with the Resolution of the Chiang Mai University Council at meeting No.10/2551(2008) on September 27, 2008, and the Resolution of the Academic Administration and Development Committee at meeting No.11/2568(2025) on June 13, 2025:

Clause 1 This announcement shall be cited as “Chiang Mai University Announcement Subject: Guidelines for Academic Registration Procedures for Courses Offered in a Modular Learning Format.”

Clause 2 This announcement shall be effective from the academic year 2025 onwards.

Clause 3 In this announcement:

“Academic Unit” refers to a faculty, college, institute, or any other academic division responsible for offering degree programs under Chiang Mai University.

“Student” refers to a student registered at Chiang Mai University.

Clause 4 Courses approved of the modular learning format may be offered either in a regular format or in a modular learning format. Specific course section numbers are used to distinguish the modular learning sections as follows:

- (1) Sections 401-459 for students in regular program taught in regular hours.
- (2) Sections 460-469 for students in international program taught in non-regular hours.
- (3) Sections 470-479 for students in international program taught in regular hours.
- (4) Sections 480-489 for students in regular program taught in non-regular hours.

Clause 5 Students may enroll in either a regular section or a modular section in the semester in which they wish to enroll. The change between regular and modular sections must be made in the semester enrolled by the add/drop and change period approved by the department.

Clause 6 Credits from courses offered through modular learning shall not be counted toward the minimum or maximum enrollment requirements under the Chiang Mai University Regulations on Graduate Studies (if applicable) or Undergraduate Studies, which require students to take no fewer than nine credits and no more than twenty-two credits during a regular semester and no more than nine credits during a summer session.

Clause 7 Courses in the modular learning format may not be completely evaluated within the semester in which students have enrolled:

- (1) For students whose course evaluation is complete, instructors must submit grades to the Registration Office by the official deadline. Grades will be recorded in the semester and academic year in which they are submitted.

- (2) For students whose course evaluation is not yet complete, instructors must submit an ungraded evaluation or leave the grade field blank by the official deadline in each semester:
 - a) The Registration Office will not follow up on the academic units for incomplete grade submissions.
 - b) Courses without recorded grades cannot be re-enrolled and will not count toward the credit requirements related to academic standing.
- (3) Students who are on a leave of absence in a semester cannot receive academic evaluations for that semester.

Clause 8 Withdrawal from courses in a modular learning format:

- (1) Students may withdraw from a course without receiving a grade of W in the semester enrolled if the withdrawal is made within the period as specified in the academic calendar.
- (2) Students may withdraw from a course with a grade of W either in the semester in which they enrolled or in a later semester in which the grade has not yet been recorded. The grade of W will be recorded in the semester and academic year of withdrawal.

Clause 9 Grades received in courses offered in a modular learning format will be included in the calculation of the student's cumulative GPA based on the semester and academic year in which the grade is recorded.

Clause 10 Students cannot enroll for modular learning courses on a visiting basis (a grade of V) nor request an incomplete grade (a grade of I) due to inability to complete assessment.

Clause 11 A student who meets any of the criteria for academic dismissal shall lose their student status, even if the modular learning courses have not yet been assigned a letter grade.

Clause 12 Students who lose their student status and whose grades for modular learning courses have not been recorded will receive a grade of W for those courses.

Clause 13 Students eligible for graduation must have completed assessments and received final grades in all modular learning courses, in accordance with the University's graduation criteria and regulations.

Clause 14 The President shall be responsible for the enforcement of this announcement.

In case of ambiguity or difficulty in implementation, the Academic Administration and Development Committee shall provide recommendations for the President's final ruling, which shall be deemed conclusive.

Announced on July 9 , 2025.



(Professor Pongruk Sribanditmongkol, M.D., Ph.D)
President of Chiang Mai University