

[Translation]



Announcement of Faculty of Science, Mahidol University

Subject: Student Leave Guidelines B.E. 2567

Whereas it is deemed appropriate to revise the guidelines of the Faculty of Science on student leave in accordance with Mahidol University Regulations on Diploma and Undergraduate Studies B.E. 2552 and its amendments, as well as the Announcement of the Faculty of Science on Undergraduate Studies B.E. 2566

Under the authority granted by Section 37 of “The Mahidol University Act B.E. 2550” the Dean of Faculty of Science, with the approval of the Faculty of Science Committee at its 8/2567 meeting on August 28, B.E. 2567, agrees to enact the following guidelines on student leave:

1. The following announcement shall be repealed.

The Announcement of Faculty of Science, Mahidol University on Student Leave Guidelines B.E. 2558 dated March 2, B.E. 2558

2. Definition of terms used in this announcement

“University” means Mahidol University.

“Faculty” means the Faculty of Science, Mahidol University.

“Dean” means the Dean of Faculty of Science, Mahidol University.

“Student” means the undergraduate students of Faculty of Science and students who register for courses offered by the Faculty of Science.

3. Students must attend at least 80% of the total study hours for each course, including theory, practice, internships, or field training required by the program. However, the program may set a lower requirement, not less than 50%, to ensure students are eligible for evaluation in that course.

Remark: This translation is provided for information purposes only. Whilst Faculty of Science, Mahidol University has made efforts to ensure the accuracy and correctness of the translation, the original Thai text as formally adopted and published shall in all events remain the sole authoritative text having the force of law.

4. Students who do not attend classes on the scheduled date and time, will be considered absent for that day, except in the following cases:

4.1 In the case of university or government duties, prior approval must be proceeded on a case-by-case basis, with proper notification and supporting documents. Students must submit their request through their faculty or affiliated unit at least 2 weeks before the class begins.

4.2 In cases of illness or unforeseen case, exemptions may be granted on a case-by-case basis. Students must submit their request through their faculty or affiliated unit within 3 working days after the missed class.

If the request cannot be submitted within the required timeframe, students may provide an explanation through their faculty or affiliated unit.

5. In the case of any issues regarding this announcement, the Dean of Faculty of Science has the authority to judge, interpret, and order as deemed appropriate.

These guidelines shall take effect upon announcement.

Announced on September 13 , B.E. 2567

Prasit Suwannalert
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Dean of Faculty of Science