



**BANGKOK
UNIVERSITY**
THE CREATIVE UNIVERSITY

Graduate School

Registration Handbook

Second Semester, Academic Year 2024

For Students Admitted in the Academic Year 2021 - 2024

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Academic Calendar: Second Semester, Academic Year 2024

Period of Online Registration	January	8 - 10,	2025
Last Day of Payment	January	17,	2025
Adding/Dropping Period	February	6 - 8,	2025
Classes Begin	February	8,	2025
Withdrawal Period	June 23 - July 5,		2025
Registration Details for 3/2024 (http://graduateschool.bu.ac.th/)	July	10,	2025
Last Day of Classes	July	5,	2025

Note:

- Adding/Dropping : February 6 - 8, 2025 10.00 a.m. - 4.00 p.m.
(Contact Graduate School and Records Division)
- Withdrawing : Monday - Saturday 8.30 a.m. - 5.00 p.m.
(Contact Graduate School and Records Division)

Chart of Online Registration Process

Registration Details for Second Semester / 2024 are available at

URL: <http://graduateschool.bu.ac.th/>

1. Check details of registration for Second Semester /2024 online at URL: <http://graduateschool.bu.ac.th/>
2. Consult your advisor about courses to register (advisor's endorsement is not required);
3. Choose courses and sections;
4. Begin registering online;
5. Print a confirmation slip (BU.F.018);
6. Choose a method of payment (see pages 27 - 36 for details):

To avoid errors, always consult your advisor prior to registration.

Requirements for Online Registration for Course/Section
--

1. To register for courses and sections at *URSA for Graduate Students*, students must obtain the internet accounts, including username (similar to the student ID number) and password (confidential). Any actions related to online registration request must be done by the student.
2. In order to access the network for the first time, students must use the last 8 digits of their national ID number as password. This password can be changed later at URL: <http://ursa.bu.ac.th/graduate/> (Choose *Check Modem Quota*). Please note that only the new password is eligible to access *URSA for Graduate Students*.
3. Students who have lost their passwords and need new ones will be to the Computer Center Line@BU Support : @snz05361 to get a new password.
4. Details of registration procedures and related information will be available online at URL: <http://recordsoffice.bu.ac.th/> (Registration handbook will no longer be distributed.)
5. Ensure that the selected courses/sections are offered.
6. Ensure that the grade results of core or prerequisite courses (if any) reach the minimum requirements of the selected courses.

Regulations for Online Registration

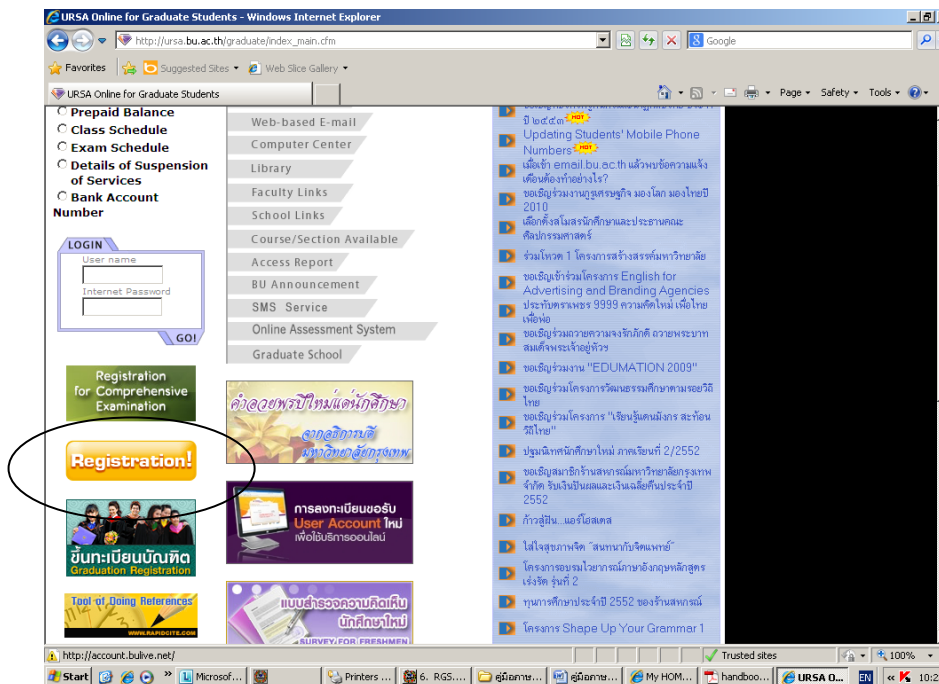
1. The online registration takes effect immediately after the courses/sections have been chosen. Students can print a confirmation slip or make a payment via Internet.
2. Some courses or sections may be cancelled, even after the online registration is completed.
3. Your password is confidential. Any activities via Internet is regarded as students' responsibility.
4. Each student must process the online registration by himself/herself only.
5. Online registration must be processed during the registration period (as specified in the Registration Handbook).

Procedure for Online Registration

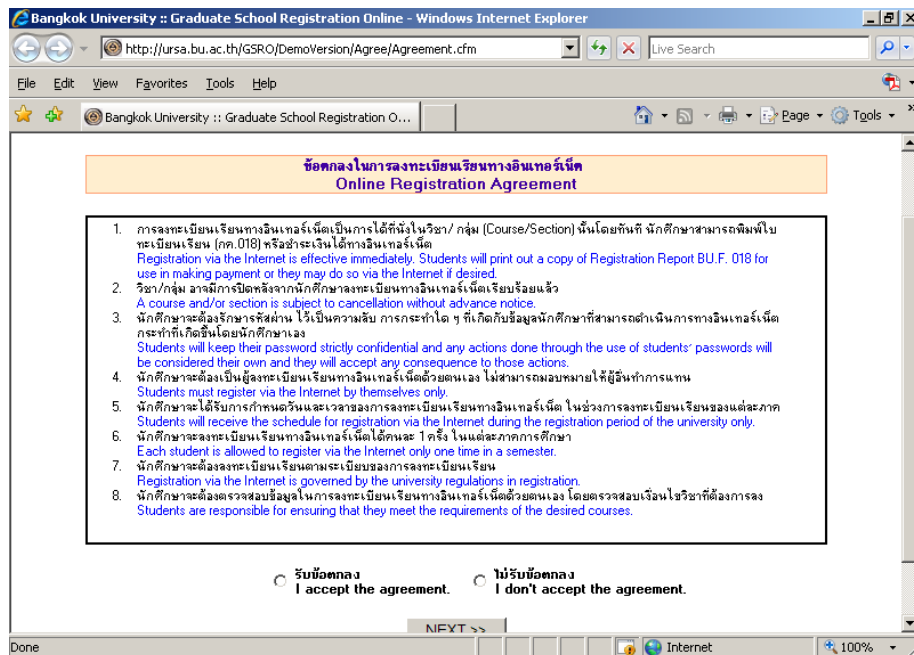
Bangkok University allows students to register online as follows:

1. Check registration details and regulations (available online) at URL: <http://recordsoffice.bu.ac.th/> or <http://graduateschool.bu.ac.th/>.
2. Register online by yourself only during the scheduled period.
3. Choose courses and sections from URSA for Graduate at Course/ Section Available or URL: <http://recordsoffice.bu.ac.th/>. Please check if you are qualified to register for the chosen courses/sections and if you have completed the prerequisite courses, if any. Students must comply with the registration requirements and registration regulations as stipulated by the University.
4. The preview and instructions on online registration can be seen at *URSA for Graduate* or URL: <http://ursa.bu.ac.th/GSRO> as follows:

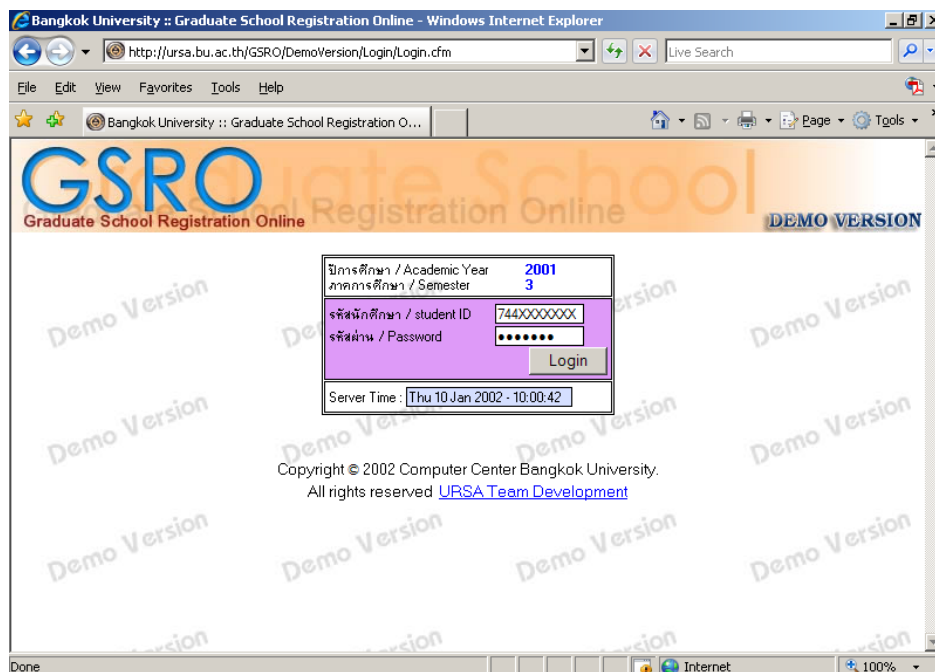
ทางอินเทอร์เน็ตได้จาก URSA for Graduate หรือ <http://ursa.bu.ac.th/GSRO/> ดังนี้



4.1 Read through the Agreement. If you agree, click “Agree”.



4.2 Choose the academic year/semester, then type student ID and password.



Remark: You have already registered and made payment. Any other transactions could be done during adding-dropping period.

4.3 If the data input is correct, the screen will display your student record (e.g. name, major, curriculum and GPA).

Bangkok University :: Graduate School Registration Online - Microsoft Internet Explorer

Address: <https://ursa.bu.ac.th/gso/Process/Process.cfm>

ปีการศึกษา (Academic Year)	2544 / 2001	ภาคการศึกษา (Semester)	3
ชื่อ นามสกุล (Name)	xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	รหัสนักศึกษา (Student ID)	xxxxxxxxxxxx
เกรดเฉลี่ยสะสม (CUM. GPA)	3.55	หน่วยที่สะสม (Total Credit Earned)	9.00
วิชา (Subject)	MBA (TP) Sak-Sun	สถานะนักศึกษา (Student Status)	Good Standing

รายวิชาที่ต้องชำระเงิน (Paid Course(s))

รหัสวิชา Course No.	กลุ่ม Section	ชื่อวิชา Course Title	หน่วย Credit (s)
หน่วยที่รวม (Total Credit (s)) 0			

1

รายวิชาที่จองไว้ (Reserved Course(s))

รหัสวิชา Course No.	กลุ่ม Section	ชื่อวิชา Course Title	หน่วย Credit (s)
หน่วยที่รวม (Total Credit (s)) 0			

2

โปรดกรอกรหัสวิชาและกลุ่มที่ต้องการลงทะเบียน (Specify course number and section.)

รหัสวิชา Course No.	กลุ่ม Section	ชื่อวิชา Course Title	หน่วย Credit (s)	จำนวนผู้จอง/รับได้ Seat (Applied/Accepted)	ยกเลิก Canceled
หน่วยที่รวม (Total Credit (s)) 0					

3

Course/Section Available << EXIT NEXT >>

1. Paid Course
2. Reserved Course
3. Specify course number section

Remark: The course reserved would be kept only 15 minutes, otherwise all will be lost

4.4 Choose courses/sections you wish to take and then click “Add”. Changes can be made to the chosen courses/sections by clicking “Delete”.

Bangkok University :: Graduate School Registration Online - Microsoft Internet Explorer

Address: <https://ursa.bu.ac.th/gro/Process/Process.cfm>

ปีการศึกษา (Academic Year)	2544 / 2001	ภาคการศึกษา (Semester)	3
ชื่อ นามสกุล (Name)	xxxxxxxxxxxxxxxxxxxxxxxxxxxx	รหัสนักศึกษา (Student ID)	xxxxxxxxxxxx
เกรดเฉลี่ยสะสม (CUM GPA)	3.55	หน่วยกิตสะสม (Total Credits Earned)	9.00
คณะ (School)	MBA (TP) Sat.-Sun.	สถานะนักศึกษา (Student Status)	Good Standing

รายวิชาที่ลงทะเบียนแล้ว (Paid Course(s))

รหัสวิชา (Course No.)	กลุ่ม (Section)	ชื่อวิชา (Course Title)	หน่วยกิต (Credit (s))
หน่วยกิตรวม (Total Credit (s)) 0			

โปรดกรอกรหัสวิชาและกลุ่มที่ต้องการลงทะเบียน (Specify course number and section.)

รหัสวิชา (Course No.)	กลุ่ม (Section)	ชื่อวิชา (Course Title)	หน่วยกิต (Credit (s))	จำนวนที่นั่ง (จำนวนผู้เลือก/รับได้) (Seat (Applied/Accepted))	ยกเลิก (Cancel)
FI628	7241	Budgeting	3	0 / 2	Delete
หน่วยกิตรวม (Total Credit (s)) 3					

รายวิชาที่จองไว้ (Reserved Course(s))

รหัสวิชา (Course No.)	กลุ่ม (Section)	เวลา/ที่นั่ง (Left Time/Seat)	หน่วยกิต (Credit (s))
หน่วยกิตรวม (Total Credit (s)) 0			

ด้านล่างมีกำหนดเวลา 15 นาที สำหรับยืนยันการลงทะเบียน

Course/Section Available << EXIT NEXT >>

4.5 The screen will display all courses chosen.

Bangkok University :: Graduate School Registration Online - Windows Internet Explorer

Address: <http://ursa.bu.ac.th/GSRO/DemoVersion/Process/Process.cfm>

ปีการศึกษา (Academic Year)	2544 / 2001	ภาคการศึกษา (Semester)	3
ชื่อ นามสกุล (Name)	xxxxxxxxxxxxxxxxxxxxxxxxxxxx	รหัสนักศึกษา (Student ID)	xxxxxxxxxxxx
เกรดเฉลี่ยสะสม (CUM GPA)	x.xx	หน่วยกิตสะสม (Total Credits Earned)	xxx
คณะ (School)	xxxxxxxxxxxx	สถานะนักศึกษา (Student Status)	xxxxxxxxxxxx

สรุปข้อมูลเกี่ยวกับการลงทะเบียนในครั้งนี้ (Registration)

รหัสวิชา (Course)	กลุ่ม (Section)	ชื่อวิชา (Course Title)	หน่วยกิต (Credit)	หมายเหตุ (Remarks)
BA511	7211	Behavioral Science in Business	3	SUCCESS
หน่วยกิตรวม (Total Credit)			3	

Add more course Cancel reserved course Confirm registered course

4.6 Type your password again to confirm your choices.

Bangkok University :: Graduate School Registration Online - Windows Internet Explorer

http://ursa.bu.ac.th/GSRO/DemoVersion/Process/Process.cfm

File Edit View Favorites Tools Help

Bangkok University :: Graduate School Registration O...

ปีการศึกษา (Academic Year)	2544 / 2001	ภาคการศึกษา (Semester)	3
ชื่อ-นามสกุล (Name)	xxxxxxxxxxxx xxxxxxxxxxxx	รหัสนักศึกษา (Student ID)	xxxxxxxxxx
เกรดเฉลี่ยสะสม (CUM. GPA.)	x.xx	หน่วยกิตสะสม (Total Credits Earned)	xxx
คณะ (School)	xxxxxxxxxxxx	สถานะนักศึกษา (Student Status)	xxxxxxxxxxxx

รหัสวิชา (Course)	กลุ่ม	ชื่อวิชา (Course)	หน่วยกิต (Credit)
BA511	7211	Behavioral Science in Business	3
หน่วยกิตรวม (Total Credit)			3

สรุปข้อมูลเกี่ยวกับการลงทะเบียนในครั้งนี (Registration)

เมื่อยืนยันความถูกต้องแล้วโปรดใส่รหัสผ่านอีกครั้ง
If the information is correct, enter password to confirm.

.....

<< BACK SUBMIT

Done

Internet 100%

4.7 The screen will display the registration report.

Bangkok University :: Graduate School Registration Online - Windows Internet Explorer

http://ursa.bu.ac.th/GSRO/DemoVersion/Payment/Payment.cfm

File Edit View Favorites Tools Help

Bangkok University :: Graduate School Registration O...

ปีการศึกษา (Academic Year)	2544 / 2001	ภาคการศึกษา (Semester)	3
ชื่อ-นามสกุล (Name)	xxxxxxxxxxxx xxxxxxxxxxxx	รหัสนักศึกษา (Student ID)	xxxxxxxxxx
เกรดเฉลี่ยสะสม (CUM. GPA.)	x.xx	หน่วยกิตสะสม (Total Credits Earned)	xxx
คณะ (School)	xxxxxxxxxxxx	สถานะนักศึกษา (Student Status)	xxxxxxxxxxxx

รหัสวิชา (Course)	กลุ่ม	หน่วยกิต (Credit)	ผลการลงทะเบียน (Registration)
BA511	7211	3	SUCCESS
หน่วยกิตรวม (Total Credit)			3

นักศึกษาต้องการดำเนินการดังนี้ (Select item to proceed)

☒ พิมพ์วิชาที่ลงทะเบียนได้ เพื่อนำไปชำระเงิน / Print report of success only

☐ ต้องการลงทะเบียนเพิ่ม / Add more courses

<< EXIT NEXT >>

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Done

Internet 100%

4.8 Print the registration report (BU.F.018) at URL: <http://bupay.bu.ac.th> and make the payment on the scheduled dates.

BU Graduate Students University Records System Access

Student Info.

- ☒ Personal Data
- ☐ Grade Report
- ☐ Prepaid Balance
- ☐ Details of Suspension of Services
- ☐ Bank Account Number

LOGIN

User name
Internet Password

GO!

Standard Service (Not Required Student ID)

- Records Office
- Check Modem Quota
- BU Forums (Webboard)
- Web-based E-mail
- Computer Center
- Library
- Access Report
- BU Announcement
- Online Assessment System
- Graduate School

ชำระเงิน (ทค.018) พบใบรายงานผลการลงคะแนน
Payment or Registration Slip (BU.F.018)

Print report (BU.F.018)

Comprehensive Exam Result
ผลสอบประมวล
ความรู้ New

พบไฟใบแจ้งการชำระเงิน
กรณีแบ่งชำระ
สำหรับนักศึกษา
ทุกชั้นปี

Registration for Comprehensive

คู่มือการติดตั้ง VPN
สำหรับ macOS Sierra และ iOS 10

CHECK OUT LIST
ตรวจสอบรายการ


BU Payment

Username

Password

Login

4.9 Print the Receipt <https://findocs.bu.ac.th/printreceipt/> after payment 2-3 days ago.



BU Receipt System

ระบบใบเสร็จรับเงิน

❏ คู่มือการใช้งานเว็บพิมพ์ใบเสร็จรับเงินสำหรับนักศึกษา


Login

User Name: ชื่อของท่าน .(จุด) นามสกุล 4 ตัวอักษร เช่น sommrudee.kiat

User Name: Your name, followed by a dot and first four letters from your last name

Password: Password ของท่านตามอีเมลของมหาวิทยาลัย (BU Email Account) กรณีสำเร็จการศึกษาแล้ว Password ของท่าน คือ เลขบัตรประชาชน กรณีนี้ศึกษาต่างชาติใช้เลขหนังสือเดินทาง

Your Password must be the same password you use for your BU Email Account If you already graduated from BU, please use the 13 digits of your National Identification Number as your password for Thai nationals. If you are an international student, please use your Passport Number as your password.

 For Admin Login

5. The registration will not be complete unless payment is made within the scheduled period.

Late payment means the cancellation of the registered courses. Students then need to do the registration again during Adding/Dropping period.

For more information on registration, please contact:

- **Graduate School Office** (for details on courses available) at 0-2407-3888 Ext.2210, 2213, 2214, 2215
- **Office of the Registrar** (for registration procedures) at 02-407-3888 Ext. 2551, 2552
- **Finance Department** (for payment details) at 02-407-3888 Ext. **2922, 2923**

Note: Students in Plan A (both Doctoral and Master's Programs)

who have registered for all thesis/dissertation credits but have not completed their thesis/dissertation are required to request for a Leave of Absence to maintain their student status. Submit the request form (RGS 904) during adding/ dropping period together with a payment for 1 credit of the thesis/dissertation credits.

A Fee to Maintain a Student Status					
Equivalent to 1 (one) credit of the thesis/dissertation credits					
Master Program (Thesis)			Doctoral Program (Dissertation)		
Other Programs	Program MA.(DMC)	Program M.ENG.	Other Programs Admitted prior to Academic Year 2017	Other Programs Admitted in Academic Year 2017 onwards	Program D.(ENG)
4,000 THB	1,000 THB	9,500 THB	7,000 THB	10,000 THB	9,500 THB

Method of payment to maintain student status :

Please do so by transferring the student maintenance fee to the bank account details below and send the LEAVE OF ABSENCE REQUEST FORM along with the transfer slip to records_office@bu.ac.th

Details of Bangkok University Bank Account are as follows

- Money transferred to "Bangkok University"
- Name of Bank: Bangkok Bank
- A/C number 222-3-03602-7
- Type of Account: Current Account
- SWIFT Code: BKKBTHBK (For International Transfer Money Only)
- Fee Charge for International Transfer Money: minimum 500 Baht, maximum 1,000 Baht per transaction while the sender is transferring money from overseas.

Procedure for Adding/Dropping

1. Register online by yourself only during the scheduled URL: <http://graduateschool.bu.ac.th/>
2. Fill in the form for the courses/sections of your choice. (You can use one form for both adding and dropping courses.)
3. After receiving the registration report (BU.F.018):

3.1 **Dropping:** The dropping of course(s) is effective immediately. However, the 40 % refund the student is entitled to receive will be kept in record as part of the student's tuition fee for the following semester.

3.2 **Adding:** The adding of course(s) will not be complete unless the following is done:

- 3.2.1 Taking the BU.F.018 slip to the Financial Department for an official signature.
- 3.2.2 Making a payment during the specified period; otherwise, the courses added will be cancelled.

(If you wish to file an Add/Drop request on the same day the payment for the registration of courses is made, take the receipt/payment slip to the Financial Department to record the payment.)

3.3 **Adding/Dropping** on one request:

Upon receiving the registration report (BU.F.018), additional payment, if any, should be made within the specified period. Otherwise, courses added will be cancelled, but the dropping of course(s) is immediately effective.

Procedure for Withdrawing

1. Pick up the withdrawal form (RGS102) at the Graduate School.
2. Fill in the form for the courses/sections you wish to withdraw. See your advisor for advice.
The Dean's approval is needed if students need to withdraw from all courses.
3. Submit your withdrawal form (RGS102) to the Records Division within the period specified. Once the form is submitted, the Records Division will withdraw the requested course. The letter grade "W" will be recorded on the student's transcript.

Cancellation of Registration

The registration will be cancelled if:

1. Students do not follow the registration procedure;
2. The numbers of credits registered are:
 - 2.1 Student before Year Admit Academic 2023 either less than 6 credits or over 15 credits in a regular semester; and over 6 credits in a summer session;
 - 2.2 Student since Year Admit Academic 2023 either less than 9 credits or over 15 credits in a regular semester; and over 6 credits in a summer session;
3. Students do not pass a prerequisite course.

Note:

- Students with a cumulative GPA lower than 3.25 but not lower than 3.00 who wish to enroll 15 credits in the First /Second Semester must seek an approval from the Dean of the Graduate School .
- Registration after the specified period is not allowed.
- Those who fail to proceed the registration within the specified period must file a request for academic leave to the Records Office within 30 days after the semester has started (except summer session). Otherwise, their student status will be terminated.

Vehicle Registration

Students who want to park their vehicles in the University's parking areas are required to Vehicles Registration for Students from bit.ly/vehicleRegis

Second Semester 2024
MBA – English Program

First Year (2024 Entrants)

Group 1

(Section 7211)

Core Courses

TBA 612	Financial Management	Section 7211
TBA 614	Marketing Management	Section 7211
TBA 716	Information Technology for Business Management	Section 7211
BA 717	International Business	Section 7211

Group 2

(Section 7212)

Core Courses

TBA 612	Financial Management	Section 7212
TBA 614	Marketing Management	Section 7212
TBA 716	Information Technology for Business Management	Section 7212
BA 717	International Business	Section 7212

(2019 – 2023 Entrants)

Plan B Independent Study

BA 715	Independent Study	Section 7211	Group 1
BA 715	Independent Study	Section 7212	Group 2

Remarks : Students who registered for Independent Study course are requested to submit Independent Study Form to the Graduate School not within one week after registration.

Plan A**Thesis**

BA 700	MBA Thesis	1 credit	Section 8001
BA 700	MBA Thesis	2 credits	Section 8002
BA 700	MBA Thesis	3 credits	Section 8003
BA 700	MBA Thesis	4 credits	Section 8004
BA 700	MBA Thesis	5 credits	Section 8005
BA 700	MBA Thesis	6 credits	Section 8006
BA 700	MBA Thesis	7 credits	Section 8007
BA 700	MBA Thesis	8 credits	Section 8008
BA 700	MBA Thesis	9 credits	Section 8009
BA 700	MBA Thesis	10 credits	Section 8010
BA 700	MBA Thesis	11 credits	Section 8011
BA 700	MBA Thesis	12 credits	Section 8012

Remarks : Students will be allowed to register for thesis credits only after the completion of at least one semester with no less than fifteen hours of graduate credits, and a minimum accumulative G.P.A. of 3.00 (3 or 12 credits for initial thesis registration, 1 – 9 credits left for the following semester).

Second Semester 2024
M.Com.Arts – International Program

First Year (2024 Entrants)

Professional Core Courses

ICA 656	Global Communication Policy and Implementation (Professional Core Course I)	Section 7311
ICA 658	Global Digital Media and Innovation Management (Professional Core Course III)	Section 7311
ICA 659	Global Brand Communications Strategy (Professional Core Course IV)	Section 7311

Plan B

ICA 701	Independent Study	Section 7316
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Remarks : Students who registered for Independent Study course are requested to submit Independent Study Form to the Graduate School not within one week after registration

Plan A

Thesis

ICA 700	M.Com.Arts Thesis	1 credit	Section 7001
ICA 700	M.Com.Arts Thesis	2 credits	Section 7002
ICA 700	M.Com.Arts Thesis	3 credits	Section 7003
ICA 700	M.Com.Arts Thesis	4 credits	Section 7004
ICA 700	M.Com.Arts Thesis	5 credits	Section 7005
ICA 700	M.Com.Arts Thesis	6 credits	Section 7006
ICA 700	M.Com.Arts Thesis	7 credits	Section 7007
ICA 700	M.Com.Arts Thesis	8 credits	Section 7008
ICA 700	M.Com.Arts Thesis	9 credits	Section 7009
ICA 700	M.Com.Arts Thesis	10 credits	Section 7010
ICA 700	M.Com.Arts Thesis	11 credits	Section 7011
ICA 700	M.Com.Arts Thesis	12 credits	Section 7012

Remarks : Students will be allowed to register for thesis credits only after the completion of at least one semester with no less than fifteen hours of graduate credits, and a minimum accumulative G.P.A. of 3.00 (3 or 12 credits for initial thesis registration, 1 – 9 credits left for the following semester).

(2019 – 2023 Entrants)**Plan B**

ICA 701	Independent Study	Section 7316
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Remarks : Students who registered for Independent Study course are requested to submit Independent Study Form to the Graduate School not within one week after registration.

Plan A**Thesis**

ICA 700	M.Com.Arts Thesis	1 credit	Section 7001
ICA 700	M.Com.Arts Thesis	2 credits	Section 7002
ICA 700	M.Com.Arts Thesis	3 credits	Section 7003
ICA 700	M.Com.Arts Thesis	4 credits	Section 7004
ICA 700	M.Com.Arts Thesis	5 credits	Section 7005
ICA 700	M.Com.Arts Thesis	6 credits	Section 7006
ICA 700	M.Com.Arts Thesis	7 credits	Section 7007
ICA 700	M.Com.Arts Thesis	8 credits	Section 7008
ICA 700	M.Com.Arts Thesis	9 credits	Section 7009
ICA 700	M.Com.Arts Thesis	10 credits	Section 7010
ICA 700	M.Com.Arts Thesis	11 credits	Section 7011
ICA 700	M.Com.Arts Thesis	12 credits	Section 7012

Remarks : Students will be allowed to register for thesis credits only after the completion of at least one semester with no less than fifteen hours of graduate credits, and a minimum accumulative G.P.A. of 3.00 (3 or 12 credits for initial thesis registration, 1 – 9 credits left for the following semester).

Tuition and Fee 2/2024 Master's Degree (2020-2023 Entrants)					
	Year of Entrants	2020	2521	2022	2023
Tuition & Fees					
Tuition	(baht/credit)	3,500	3,500	3,500	3,500
Thesis	(baht/credit)	4,000	4,000	4,000	4,000
Educational Fees (MBA, MBI)	(baht/semester)	15,000	15,000	15,000	15,000
Educational Fees		13,800	13,800	13,800	13,800
Other Fees					
Accident Insurance		-	-	-	400
Only for students who did not register for the first semester of 2024					
Honorarium for Independent Study Committee	(baht/per course)	2,500	2,500	2,500	2,500
Plagiarism Check Fee		5,000	5,000	5,000	5,000
(A one-time fee to be paid when enrolling in Independent study or Dissertation Course)					

PAYMENT	Year of Entrants	2020	2021	2022	2023
- Master of Engineering M.ENG (ECE) สำหรับนักศึกษาไทย		ชำระงวดที่เหลือ			
- Master of Engineering M.ENG (ECE) For international students		Pay the remaining installments			
- Master in Business Innovation (MBI) สำหรับนักศึกษาไทย		ชำระงวดที่เหลือ			
- Master in Business Innovation (MBI) For international students		Pay the remaining installments			

Laboratory fee		
AD 604 Advertising Creativity and Production	baht (per course)	1,000
CA 593 Production for Strategic Communication	baht (per course)	1,000
CA 595 Corporate Print and Online Publication	baht (per course)	1,000
CE 405 Computer Application	baht (per course)	1,000
PR 604 Public Relations Creativity and Production	baht (per course)	1,000
ITM 401 Computer Programming I	baht (per course)	1,000
ITM 401 Computer Programming II	baht (per course)	1,000
PL 143 Computer Aided Design	baht (per course)	1,000
Remarks :		
Students admitted before 2023 who desire to take the accident insurance must contact the Finance Department		
From the 2021 Academic Year onwards, international students will be charged an additional non-residential fee of 300 Baht per credit from the fee rate charged to Thai students.		

An additional fee for non-credit courses will be calculated by comparing their charges to the fee-per-credit rate of major requirement courses in the degree program.

มหาวิทยาลัยจะเรียกเก็บค่าธรรมเนียมสำหรับนักศึกษาต่างชาติ (Non-residential Fees)

เป็นรายหน่วยกิตจากนักศึกษาต่างชาติที่เข้าเรียนตั้งแต่ปีการศึกษา 2564 ตามจำนวนหน่วยกิตที่ลงทะเบียนเรียนในแต่ละภาคการศึกษา

โดยเรียกเก็บเพิ่มในอัตรา 300 บาท ต่อหน่วยกิตจากอัตราที่เรียกเก็บจากนักศึกษาไทย

สำหรับรายวิชาที่ไม่นับหน่วยกิต จะใช้หลักการเทียบเคียงค่าใช้จ่ายของวิชาดังกล่าวกับอัตราค่าหน่วยกิตที่หลักสูตรเรียกเก็บ เพื่อใช้คำนวณอัตราค่าธรรมเนียมสำหรับนักศึกษาต่างชาติที่จะเรียกเก็บจากรายวิชาที่ไม่นับหน่วยกิตดังกล่าว

Tuition and Fee 2/2024 Master's Degree (2024 Entrants)		
	Year of Entrants	2024
1.) Tuition & Fees		
Tuition (MBA-I)	(baht/credit)	6,000
Tuition (Other course)	(baht/credit)	3,500
1.1 Thesis Fees		
Thesis (MBA-I)	(baht/credit)	6,500
Thesis *ECE600 (M-Eng)	(baht/credit)	7,500
Thesis (Other course)	(baht/credit)	4,000
1.2 Preliminary course fee (Only for students who did not register for the first semester of 2024)		
Preliminary course fee (M-Eng)	(baht/subject)	6,500
Preliminary course fee (Other course)	(baht/subject)	4,000
English language tuition fees *EPT1 (MBA-I)	(baht/subject)	10,000
English language tuition fees (Other course)	(baht/subject)	4,000
2.) Educational Fees (MBA, MBA-I, M-Eng)	(baht/semester)	15,000
Educational Fees (Other course)	(baht/semester)	13,800
3.) Other Fees (Only for students who did not register for the first semester of 2024)		
Accident Insurance		400
Student Identification Card		400
Damage Deposit (refundable upon graduation)		2,000
Orientation Program		2,000
Fees for Preliminary Courses		700
Project Administrative Fees (only MBA-I) (Only for students who did not register for the first semester of 2024)		2,000
4.) Expert fees (only Plan-B)		-
5.) Plagiarism Check Fee		
Plagiarism Check Fee (M.Com.Arts) (Payment when registering for Thesis & IS courst Pay only once)		5,000
-	-	-

Laboratory fee		
AD 604 Advertising Creativity and Production	baht (per course)	1,000
CA 593 Production for Strategic Communication	baht (per course)	1,000
CA 595 Corporate Print and Online Publication	baht (per course)	1,000
CE 405 Computer Application	baht (per course)	1,000
PR 604 Public Relations Creativity and Production	baht (per course)	1,000
ITM 401 Computer Programming I	baht (per course)	1,000
ITM 401 Computer Programming II	baht (per course)	1,000
DC 670 Search and Biddable Media Marketing	baht (per course)	2,000
DC 674 Integrated Digital Marketing Communications Seminar	baht (per course)	2,000
DC 661 Digital Commerce	baht (per course)	2,000
<u>Remarks :</u>		
-		
Students admitted before 2023 who desire to take the accident insurance must contact the Finance Department		
From the 2021 Academic Year onwards, international students will be charged an additional non-residential fee of 300 Baht per credit from the fee rate charged to Thai students.		

Second Semester 2024
Doctor of Communication Arts
in Global Communication
(International Program)

First Year (2024 Entrants)

Core Courses

COS 903	Integrated Approach to Communication Theory and Research	Section 9311
COS 904	Digital Communication Regulations and Ethics	Section 9311

Third Year (2022 Entrants)

Academic Track

COS 990	Dissertation for Academic Track	Section 9006
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Professional Track

COS 991	Dissertation for Professional Track 1	Section 9008
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Second Semester 2024
Ph.D. in Communication Arts
(International Program)

(2017 Entrants)

(Section 9311)

Dissertation

CA 990	Dissertation	1 credit	Section 9001
CA 990	Dissertation	2 credits	Section 9002
CA 990	Dissertation	3 credits	Section 9003
CA 990	Dissertation	4 credits	Section 9004
CA 990	Dissertation	5 credits	Section 9005
CA 990	Dissertation	6 credits	Section 9006
CA 990	Dissertation	7 credits	Section 9007
CA 990	Dissertation	8 credits	Section 9008
CA 990	Dissertation	9 credits	Section 9009
CA 990	Dissertation	10 credits	Section 9010
CA 990	Dissertation	11 credits	Section 9011
CA 990	Dissertation	12 credits	Section 9012

Tuition and Fee 2/2024						
Doctoral Program						
Ph.D.in communication (2017,2022,2023,2024 Entrants)						
Year of Entrants			Communication			
			2017	2022	2023	2024
1. Tuition & Fees						
Tuition	(baht per credit)		10,000	10,000	10,000	10,000
Dissertation	(baht per credit)		10,000	10,000	10,000	10,000
2. Educational Fees			16,900	17,600	17,600	17,600
3. Other fees						
Course materials	(baht/ semester)		1,500	-	-	-
Qualifying Examination fee (D.Com.Arts 2024)	(baht)		-	-	-	-
Candidacy Oral Examinatiion (D.Eng 2024)	(baht)		-	-	-	-
Proposal defense	(baht)		-	-	-	-
Final defense	(baht)		-	-	-	-
Plagiarism Check Fee	(baht)		-	-	-	-

Remarks:-

1. Students admitted before 2022 who desire to take the accident insurance must contact Finance Department

Tuition and Fee 2/2024 Doctoral Program Ph.D. in Knowledge Management and Innovation Management (2021-2024 Entrants) Ph.D. of Engineering (Electrical and Computer Engineering) (2021-2023 Entrants)					
PAYMENT	Year of Entrants	2021	2022	2023	2024
Ph.D.(KIM)		Pay the remaining installments	120,000	120,000	250,000
Ph.D. of Engineering 3-year program (สำหรับนักศึกษาไทย)		ชำระงวดที่เหลือ	45,000	64,000	
Ph.D. of Engineering 3-year program (For international students)		Pay the remaining installments	46,600	65,600	
Ph.D. of Engineering 4-year program (สำหรับนักศึกษาไทย)		64,000	64,000	64,000	
Ph.D. of Engineering 4-year program (For international students)		65,800	65,800	65,800	

Remarks :

From the 2021 Academic Year onwards, international students will be charged an additional non-residential fee of 300 Baht per credit from the fee rate charged to Thai students.


PAYMENT
- Ph.D. in Knowledge Management and Innovation Management(KIM)
- Doctor of Engineering (Electrical and Computer Engineering)Year Entry 1/17
- Doctor of Engineering (Electrical and Computer Engineering)Year Entry 2/17
- Doctor of Engineering (Electrical and Computer Engineering)Year Entry 1/18
- Doctor of Engineering (Electrical and Computer Engineering)Year Entry 2/18

Remarks:-

1. Students admitted before 2017 who desire to take the accident insurance must contact Finance Department

Payment for Registration

Bangkok University offers different methods of payment for tuition and fees as follows:

1. Counter Payment (cash only) at any branch of  Bangkok Bank,



Kasikorn Bank,



Siam Commercial Bank,



TMBThanachart Bank,



Bank of Ayudhya,




United Overseas Bank (Thai),



Counter Service, and. Please bring

confirmation slip (BU.F.018) part 1 and part 2 to the bank when making the payment. The students are not obliged to pay any fee (The University will be responsible for the bank's fees).

2. Counter Payment (cash only) at any branch of  Counter Service, and. Please bring confirmation slip (BU.F.018) part 1 and part 2 to the bank when making the payment. students should pay the service charge.

3. ATM Banking Payment

3.1 Bangkok Bank

(Service is available from 6 a.m. to 9 p.m.)

- Select "Payment"
- Educational Institution "Bangkok University"
- Enter Customer No. (Ref. #1) xxxxxxxxxx (10-digit student ID no.)
- Enter Reference No. (Ref. #2) xxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

3.2 **Kasikorn Bank** (Service is available from 6 a.m. to 9 p.m.)

- Select “Payment”.
- Enter Bangkok University code “32704”.
- Enter Customer No. (Ref.1) xxxxxxxxxx (10-digit student ID no.)
- Enter Bill No. (Ref.2) xxxxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

3.3 **Siam Commercial Bank** (Service is available from 6 a.m. to 9 p.m.).

- Select “Products & Services Payment”.
- Enter Bangkok University account no. “0353014766”.
- Enter Customer No. (Ref. 1) xxxxxxxxxx (10-digit student ID no.)
- Enter Reference No. (Ref. 2) xxxxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

3.4 **TMBThanachart Bank** (Service is available from 6 a.m. to 9 p.m.).

- Select “Products & Services Payment”.
- Select “Others”
- Select “Admission”
- Educational Institution “Bangkok University Raugsit” Code “0210”
- Enter Customer No. (Ref. 1) xxxxxxxxxx (10-digit student ID no.)
- Enter Reference No. (Ref. 2) xxxxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

3.5 **Bank of Ayudhya** (Service is available from 6 a.m. to 9 p.m.).

- Select “Products & Services Payment”.
- Select “Others”
- Educational Institution “Comp Code 51081”
- Enter Customer No. (Ref. 1) xxxxxxxxxx (10-digit student ID no.)
- Enter Reference No. (Ref. 2) xxxxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

4. **Internet Banking Payment** (Printer is recommended in order to print out the proof of payment)

Students must have a bank account and apply for the internet banking service (Bualuang i-banking, K-Cyber Banking, SCB Easy Net, TMB Internet Banking or UOB Cyber Banking) with the bank in advance.

4.1 **Bangkok Bank** (Service is available from 6 a.m. to 9 p.m.)

- Go to www.bangkokbank.com/ibanking.
- Select “Bill Payment” and enter Bangkok University
- Enter Customer No. (Ref. #1) xxxxxxxxxx (10-digit student ID no.)
- Enter Reference No. (Ref. #2) xxxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

4.2 **Kasikorn Bank** (Service is available from 6 a.m. to 9 p.m.)

Users must have a saving or current of this bank and open service K-Cyber Banking

- Go to www.kasikornbank.com.
- Enter Bangkok University code “32704”.
- Enter Customer No. (Ref.1) xxxxxxxxxx (10-digit student ID no.)
- Enter Bill No. (Ref.2) xxxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

4.3 **Siam Commercial Bank** (Service is available from 6 a.m. to 9 p.m.)

- Go to www.SCBEASY.com.
- Enter Bangkok University account no. “0353014766”.
- Enter Customer No. (Ref. 1) xxxxxxxxxx (10-digit student ID no.)
- Enter Reference No. (Ref. 2) xxxxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

4.4 **TMBThanachart Bank** (Service is available from 6 a.m. to 9 p.m.)

- Go to www.tmbdirect.com.
- Select “Services Payment”.
- Select “Products & Services”.
- Educational Institution “Bangkok University Raugsit” Code “0210”
- Amount of money
- Enter Customer No. (Ref. 1) xxxxxxxxxx (10-digit student ID no.)
- Enter Reference No. (Ref. 2) xxxxxxxxxx (9-digit reference no.).
- Confirm payment

4.5 **United Overseas Bank (Thai)** (Service is available from 6 a.m. to 9 p.m.)

- Go to www.UOB.co.th.
- Enter Customer No. (Ref. 1) xxxxxxxxxx (10-digit student ID no.)
- Enter Reference No. (Ref. 2) xxxxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

5. **Mobile Application** (Printer is recommended in order to print out the proof of payment)

Students must have a bank account and apply for the Mobile Application service (Bualuang m-banking,

KMA-Krungsri Mobile, SCB Easy, TMB Touch or K-PLUS) with the bank in advance.

5.1 **Mobile Bualuang – m-Banking** (Service is available from 6 a.m. to 9 p.m.)

- Select “Pay Bill”
- Search Enter “Bangkok University”
- Enter Customer No. (Ref. #1) xxxxxxxxxx (10-digit student ID no.)
- Enter Reference No. (Ref. #2) xxxxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

5.2 **KMA-Krungsri Mobile**

(Service is available from 6 a.m. to 9 p.m.).

- Select “Pay Bill”
- Enter Bangkok University “Comp Code 51081”
- Enter Customer No. (Ref. 1) xxxxxxxxxx (10-digit student ID no.)
- Enter Reference No. (Ref. 2) xxxxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

5.3 **SCB Easy**

(Service is available from 6 a.m. to 9 p.m.)

- Select “Bill Payment”
- Enter Bangkok University account no. “0353014766”.
- Enter Customer No. (Ref. 1) xxxxxxxxxx (10-digit student ID no.)
- Enter Reference No. (Ref. 2) xxxxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

5.4 **ttb touch**

(Service is available from 6 a.m. to 9 p.m.)

- Select “Bill Payment”
- Educational Institution “Bangkok University Raugsit” Code “0210”
- Amount of money
- Enter Ref. 1 xxxxxxxxxx (10-digit student ID no.)
- Enter Ref. 2 xxxxxxxxxx (9-digit reference no.).
- Confirm payment

5.5 **K-PLUS**

(Service is available from 6 a.m. to 9 p.m.)

- Select “Payment”
- Enter Bangkok University code “32704”.
- Enter Customer No. (Ref.1) xxxxxxxxxx (10-digit student ID no.)
- Enter Bill No. (Ref.2) xxxxxxxxxx (9-digit reference no.).
- Amount of money
- Confirm payment

6. **Credit Card Payment**



The Financial Affairs Office welcomes registration payment made by

Bangkok Bank’s credit card or any Visa or Master credit cards. The service is available at the Financial Department, 1st Floor, Building A3, Rangsit Campus

Please note that additional fees will be charged for the payment made by credit card. For further information, please contact the Financial Department, City Campus.

7. **SCB Credit Card (Dee Jung) Payment**



The Financial Affairs office offers an additional channel for tuition and fees payment by installments for the students. The payment can now be made monthly in installments through Dee Jung system of SCB Credit Card (a selection of 3 months installments) with the interest rate of 0% per month. The service is available at the Financial Department, 1st Floor, Building A3, Rangsit Campus

8. **Bangkok Bank Credit Card (Be Smart) Payment**

The Financial Affairs office offers an additional channel for tuition and fees payment by installments for the students. The payment can now be made monthly in installments through Be Smart system of Bangkok Bank Credit Card (a selection of 4 to 10 months installments) with the interest rate of 0.69% per month. The service is available at the Financial Department, 1st Floor, Building A3, Rangsit Campus

9. **UOB Credit Card (UOB I Plan) Payment**

The Financial Affairs office offers an additional channel for tuition and fees payment by installments for the students. The payment can now be made monthly in installments through UOB I Plan system of UOB Credit Card (a selection of 3 months **installments**) with the interest rate of 0% per month. The service is available at the Financial Department, 1st Floor, Building A3, Rangsit Campus

Notes:

- The registration payment to the University must be made in full amount, no installments.
- Payment must be made within the date specified in the registration slip (BU.F.018), otherwise the registration for the semester will be invalid and the student subject to an academic leave. In that case, he/she must report to the Records Office (or Graduate School for graduate students) by the date specified in the registration handbook. Failure to do so will result in termination of student status unless he/she brings the expired registration slip to the Records Office (or Graduate School for graduate students) during Adding/Dropping period to redo the registration.
- Once the payment of tuitions and fees has been made, the University reserves the right not to refund such payment in any circumstance.
- The University held no responsibility for any problems or damages to the registration due to the student's failure to complete the payment process.