



Ubon Ratchathani University Announcement: The 2023 Undergraduate and Graduate Academic Calendar

To achieve academic objectives and efficient university operations pursuant to the resolution of the Ubon Ratchathani University administrative board meeting of December 6, 2022, Ubon Ratchathani University presents the 2023 undergraduate and graduate academic calendar:

No	Activities	Date/Month/Year		
		First semester	Second semester	Summer
1. New student activities prior to the start of the semester				
1.1	Undergraduate and graduate students (for students whose ID begins with #66) submit required documents for new student online registration (reg.ubu.ac.th).	1 June 23	2 November 23	-
1.2	New student orientation and advisor meetings (for all faculties and levels).	2 June 23	3 November 23	-
1.3	New student registration finalized.	6 June 23	6 November 23	1 April 24
2. First day of the semester		6 June 23	6 November 23	1 April 24
3. Request for student transfers to UBU, changes of program, course equivalencies, and credit transfers, resuming student status				
3.1	Last day to submit a transfer to UBU through a request form to the office of Student Registration and Processing, a sub-division of Academic Services.	21 April 23	22 September 23	16 February 24
3.2	Last day to submit program change request forms approved by program lecturers and committees.	21 April 23	22 September 23	16 February 24
3.3	Last day for students to submit a request form to their faculty for major, minor, and study schedule changes (requests must be approved by the program lecturer and dean).	19 May 23	20 October 23	15 March 24
3.4	Last day for students to submit a request form to their faculty for course equivalency approval and credit transfer. The request must be approved by the faculty committee.	21 April 23	22 September 23	16 February 24
3.5	Last day to submit resumption of student status request forms to the office of Student Registration and Processing, a sub-division of Academic Services. The request must be approved by the advisor and dean.	19 May 23	20 October 23	15 March 24
3.6	Last day for faculty to submit a decision regarding course equivalency approvals and credit transfers to the office of Student Registration and Processing, a sub-division of Academic Services.	16 June 23	17 November 23	5 April 24
4. Renewal of student status, intermission leave, maintaining student status, and extension of study time				
4.1	Last day for students with intermission leave (during the previous semester) to submit a form to the faculty to resume studies. The request must be approved by the advisor and dean.	26 May 23	27 October 23	22 March 24
4.2	Last day for non-UBU students to submit enrollment forms to the office of Student Registration and Processing, a sub-	16 June 23	17 November 23	5 April 24

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	division of Academic Services. The request must be approved by the course lecturer and dean.			
4.3	Online student status renewal (register through reg.ubu.ac.th).	1 May- 11 June 23	25 September- 12 November 23	-
4.4	Student status renewal (submit an online request form for enrollment with approval from course lecturers and advisors).	12-16 June 23	13-16 November 23	-
4.5	Last day to submit intermission leave request forms with all enrolled courses cleared from the academic record in the REG system, and approval from the advisor and the dean (tuition fees will be returned as credit payments).	23 June 23	24 November 23	5 April 24
4.6	Submit intermission leave request forms with enrolled classes recorded in the REG system, indicated by a W symbol with approval from the advisor and the dean (no tuition fees returned).	26 June-25 August 23	27 November 23- 26 January 24	9-26 April 24
4.7	Students who request intermission leave because of non-enrollment or who have completed all the required courses for a program of study, but it remains incomplete due to other requirements, must submit a request form to maintain student status. The form must be submitted to the office of Student Registration and Processing, a sub-division of Academic Services. Regardless of the number of years of study, students must submit the form by the following dates:			
	- Graduate	6 June-26 July 23	6 November 23- 4 January 24	-
	- Undergraduate	26 June-26 July 23	27 November 23- 4 January 24	-
4.8	Last day to submit a request for intermission leave to the office of Student Registration and Processing, a sub-division of Academic Services, for students who have not renewed their status or enrolled in any courses. (If the university discovers later that student status has been terminated, the intermission leave will be canceled and tuition fees will be refunded as specified by university regulations).	26 July 23	4 January 24	-
4.9	Termination of student status in the event that students do not enroll for courses, or submit a request for intermission leave and/or maintaining student status.	27 July 23	5 January 24	-
5. Course enrollment/enrollment for additional courses/section change				
5.1	First-year students (Student IDs beginning with #66) should check the class schedule for enrollment status, or enroll for more courses or change course sections through reg.ubu.ac.th (For the first semester, the enrollment will be done by the university).	6-11 June 23	16 October- 12 November 23	18 March- 7 April 24
5.2	Second year and post-second year students (Student ID begins with #65 or less) enroll, or enroll for more courses or change course sections through the REG system (reg.ubu.ac.th).	1 May- 11 June 23	16 October- 12 November 23	18 March- 7 April 24
5.3	Tuition fee payment at the bank counter or other methods specified in the invoice without a fine. (Students with	1 May-25 June 23	16 October- 26 November 23	18 March- 14 April 24

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	student loan funding do not need to pay the tuition fee, as it will be covered by the loan. However, if the tuition fees are higher than the amount allowed by the scholarship, the surplus amount can be paid the following semester without a fine).			
5.4	Last day for submitting a request form to the office of Student Registration and Processing, a sub-division of Academic Services, to pay debts from the previous semester.	2 June 23	3 November 23	29 March 24
5.5	Students may enroll for more courses or change course sections by submitting an online request form. They must obtain approval from the course lecturer and their advisor. (Students will not be allowed to enroll after these dates. Special consideration may be given to students with urgent needs at the president's discretion).	12-16 June 23	13-17 November 23	-
5.6	Last day to submit a request form to the office of Student Registration and Processing, a sub-division of Academic Services, for changing a course audit enrollment to any other enrollment.	16 June 23	17 November 23	12 April 24
5.7	Students submit an online request form for tuition-fee installments and delayed payments via reg.ubu.ac.th.	26 June-21 July 23	27 November-22 December 23	-
5.8	Fines of 50 baht per day may be charged for delayed payment (excluding holidays). The fine and the tuition fees may only be paid on the day the invoice is printed at the bank counter or by other methods specified in the invoice.	26 June-23 July 23	27 November-24 December 23	15-28 April 24
5.9	Last day to request courses in the event that students have not yet paid tuition fees nor requested intermission leave. The request must be approved by the advisor and dean.	27 July 23	5 January 24	-
5.10	Requests for the cancelation of a course (see 5.9) due to intermission leave, maintaining student status, and resignation with approval from their advisor and the dean, should be submitted to the office of Student Registration and Processing, a sub-division of Academic Services.	3 August-29 September 23	8 January-1 March 24	-
5.11	Due date for tuition-fee payments via the bank and other methods specified in the invoice without a fine (in the event that the request for tuition-fee installments and delayed payments are approved).	7 August-24 September 23	8 January-25 February 24	-
5.12	Enrollment for the next semester will be unavailable in the event that the debt has not been paid.	25 September 23	27 February 24	-
5.13	Termination of student status due to the cancelation of all enrolled courses and failure to obtain intermission leave as required by the university.	2 October 23	4 March 24	-
6. Withdrawal from enrolled courses				
6.1	Students may withdraw from courses at reg.ubu.ac.th without any withdrawal notice on the transcript. Students who pay tuition fees by course credits will only have the course credit fees refunded.	1 May-23 June 23	16 October-24 November 23	18 March-5 April 24
6.2	Course enrollment withdrawal through submission of an online course withdrawal form approved by the student's advisor and the course lecturer. The students will receive a W symbol on the transcript as a result of the withdrawal and no fees will be refunded.	26 June-8 September 23	27 November 23-9 February 24	9-26 April 24

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6.3	Course enrollment withdrawal for students who receive permission for intermission leave. The students will receive a W (withdrawal) symbol on their transcript and no fees will be refunded. The request form must be approved by the advisor and dean and the students must submit the request form to the office of Student Registration and Processing, a sub-division of Academic Services.	11-29 September 23	12 February-1 March 24	29 April-10 May 2024
7. Opening and closing dates for courses				
7.1	Last day for offering general education classes or changing class schedules (for faculties/departments).	30 May 23	30 October 23	25 March 24
7.2	Announcement of closed courses.	3 July 23	4 December 23	29 April 24
8. Examination dates, end of the semester, grade, and student status announcements, and dismissed classes				
8.1	UBU's Teacher Day and Isan Blessing Ceremony for first-year students (no classes).	29 June 23	-	-
8.2	Anniversary of the founding of UBU.	30 July 23	-	-
8.3	Mid-term examinations.	3-11 August 23	8-19 January 24	-
8.4	Two-day activities for National Science Day (general education courses offered by the Faculty of Science will be canceled).	17-18 August 23	-	-
8.5	Last day for graduate students to submit a request for a thesis advisor.	5 November 23	31 May 24	-
8.6	Last day of classes.	1 October 23	3 March 24	12 May 24
8.7	Final examinations.	2-12 October 23	4-15 March 24	13-17 May 24
8.8	Last day for student course evaluations.	25 September-3 November 23	26 February-29 March 24	6-31 May 24
8.9	End of semester.	13 October 23	16 March 24	18 May 24
8.10	Last day for faculty to submit grades approved by faculty committees to the Division of Academic Services.	30 October 23	25 March 24	27 May 24
8.11	Grade announcement on reg.ubu.ac.th.	31 October 23	26 March 24	28 May 24
9. Graduation				
9.1	Expected graduates are to submit a request form at reg.ubu.ac.th to register for BA, MA, and Ph.D. graduation and pay fees at the bank counter or by other methods specified in the invoice within the semester that the request is submitted.	6 June-24 September 23	6 November 23-25 February 24	1 April-2 June 24
9.2	Last day for graduation approval (undergraduate level) without having to pay a student status maintenance fee.	23 June 23	24 November 23	-
9.3	Last day for graduation approval by the respective faculty (graduate level) without having to pay a student status maintenance fee.	2 June 23	3 November 23	-
9.4	Last day for graduation approval by the respective faculty (graduate level) for students entering the university prior to the 2017 Academic Year. Students must pay a 2,500 baht fee for student status maintenance.	5 July 23	4 December 23	-
9.5	The Office of Student Registration and Processing submits the names of all students who have fulfilled all of the requirements for their respective degree program, to the faculty for approval for graduation (undergraduate level).	13 November-6 December 23	9 April-7 May 24	10 June-5 July 24
9.6	Names of the graduates are available and published on the REG system reg.ubu.ac.th (undergraduate level).	12 December 23	14 May 24	8 July 24

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10. Graduation Ceremony				
10.1	Last day for faculty committees to approve graduation eligibility status in order to attend the Academic Year 2022 ceremony (Graduate level).	31 July 2023		
10.2	Last day for graduation approval and committees to approve graduation eligibility status in order to attend the Academic Year 2022 ceremony (Undergraduate level).	31 July 2023		
10.3	Graduates reserve and order UBU graduation gowns at the Property and Concession Management Office.	March-November 2023		
10.4	Names of graduates who are eligible for the Academic Year 2022 graduation ceremony are published and visible on the REG system (reg.ubu.ac.th).	October-December 2023		
10.5	The schedule for the graduation ceremony is announced and registration is opened for eligible graduates via http://graduation.ubu.ac.th .	November 2023		
10.6	Graduation Day for Academic Year 2022 (Classes are canceled).	Weeks 1-3 of December 2023		

Note: This schedule is subject to change when the university deems this appropriate and those concerned will be informed immediately.

This announcement shall come into force from the date issued henceforth:

Issued January 4, 2023



Assistant Professor Nadh Ditcharoen
Vice President for Academic Affairs
Acting for Ubon Ratchathani University President