



Notification of Suan Sunandha Rajabhat University  
Subject: Academic activity of academic year 2023  
Bachelor degree students

Whereas it is expedient to announce the academic activity schedule, the regulations of Suan Sunandha Rajabhat University Council of Fee for Undergraduate and Bachelor Degree (continuing) 2018 and Undergraduate and Bachelor Fees (continuing) special semester 2018., according to Suan Sunandha Rajabhat University's regulations regarding Undergraduate Education 2008, Bachelor's Degree 2015, and Bachelor's Degree 2018, The University hereby announces the period of academic calendar as follow:

No.	Academic activity	Period		
		First Semester	Second Semester	Summer Semester
1	<b>Paying tuition fee and Registration</b>			
	1.1 Students and lecturers download academic calendar on reg.ssru.ac.th	From 8 Feb. 2023		
	1.2 Last day for faculty/college to fill in class schedule at academic calendar on reg.ssru.ac.th	31 Jan. 2023	31 Aug. 2023	31 Jan. 2024
	1.3 Class schedule announcement on reg.ssru.ac.th	28 Feb. 2023	30 Sep. 2023	28 Feb. 2024
	1.4 Students code 58-65 meet their advisors for registration	1-30 Apr. 2023 (regular) 1-31 May. 2023 (special, Mon.- Fri./Sat.-Sun.)	1-31 Oct. 2023	1-31 Mar. 2024
	1.5 Students code 66 meet their advisors for registration	4-7 Jul. 2023 (regular) 1-2 Jul. 2023 (special, Mon.- Fri./Sat.-Sun.)	1-31 Oct. 2023	1-31 Mar. 2024
	1.6 Students request for course opening at their faculties/colleges	1 May.-10 Jun. 2023	1-31 Oct. 2023	1-31 Mar. 2024
	1.7 Registration for visiting students at their faculties/colleges	1 May.-10 Jun. 2023	1-31 Oct. 2023	1-31 Mar. 2024
	1.8 Students download payment of registration form on reg.ssru.ac.th	26 Jun.-3 Aug. 2023	20 Nov.2023- 3 Jan.2024	2 Apr.-8 May. 2024
	1.9 Paying tuition fee at Online Payment /banks/ service counters as specified	26 Jun.-3 Aug. 2023	20 Nov.2023- 3 Jan.2024	2 Apr.-8 May. 2024
	<b>1.10 Free Enrollment on reg.ssru.ac.th</b>			
	1) Students code 58-63 register/add-withdraw course(s)	26 Jun. From 09.00 a.m. -2 Aug. 2023	20 Nov. From 09.00 a.m. - 29 Dec. 2023	2 Apr. From 09.00 a.m. - 7 May. 2024
	2) Students code 64 register/add-withdraw course(s)	29 Jun. From 09.00 a.m. -2 Aug. 2023	21 Nov. From 09.00 a.m. - 29 Dec. 2023	3 Apr. From 09.00 a.m. 7 May.2024


No.	Academic activity	Period		
		First Semester	Second Semester	Summer Semester
	3) Students code 65 register/add-withdraw course(s)	30 Jun. From 09.00 a.m. - 2 Aug. 2023	22 Nov. From 09.00 a.m. - 29 Dec.2023	4 Apr. From 09.00 a.m. - 7 May.2024
	4) Students code 66 register/add-withdraw course(s)	4 Jul From 09.00 a.m. - 2 Aug. 2023	23 Nov. From 09.00 a.m. - 29 Dec.2023	5 Apr. From 09.00 a.m. - 7 May. 2024
	1.11 Students pay fine of late registration at One Stop Service (100 baht/day). After this, their registration will be cancelled	4-23 Aug. 2023	4-23 Jan 2024	9-28 May. 2024
	1.12 Students request for late registration at faculty/college and pay 200 baht fine at One Stop Service, 1 <sup>st</sup> floor, Educational Center, Office of the President Building	3-22 Aug. 2023	3-22 Jan 2024	8-27 May. 2024
	1.13 Students request for over required credit registration/internship registration for graduation request at their faculty/college	26 Jun.- 2 Aug. 2023	20 Nov.- 29 Dec. 2023	2 Apr.-7 May.2024
	1.14 Visiting students pay tuition fee at One Stop Service	26 Jun.-3 Aug. 2023	20 Nov.2023- 3 Jan. 2024	2 Apr.-8 May.2024
	1.15 Request for tuition fee refund in case of death/ academic assessment criteria/ students whose registration does not comply with the notification of faculties	10 Jul.-10 Aug. 2023	1-18 Dec. 2023	20 Apr.-17 May. 2024
	1.16 Lecturers download list of registered students reg.ssru.ac.th	From 8 Jul. 2023	From 29 Nov. 2023	From 19 Apr. 2024
	1.17 Last day for paying retaining student status at One Stop Service	24 Aug. 2023	23 Jan. 2024	29 May. 2024
2	<b><u>Classes and Examination</u></b>			
	2.1 First day of classes	10 Jul. 2023 (regular/special, Mon.-Fri.) 15 Jul. 2023 (special, Sat.-Sun.)	1 Dec. 2023 (regular/special, Mon.-Fri.) 2 Dec. 2023 (special, Sat.-Sun.)	22 Apr. 2024 (regular/special, Mon.-Fri.) 20 Apr. 2024 (special, Sat.-Sun.)
	2.2 Students submit request form for examination after at their faculties/colleges			
	1) Second semester 2022 and summer semester 2022	10 Jul-10 Aug. 2023	-	-
	2) First semester 2023	-	1-28 Dec. 2023	-
	3) Second semester 2023	-	-	20 Apr.-22 May. 2024
	2.3 Midterm examinations (the schedule will be announced later)	30-31 Aug.,-1 Sep. 2023 (regular/special, Mon.-Fri.) Arranged by lecturers (special, Sat.-Sun.)	24-26 Jan. 2024 (regular/special, Mon.-Fri.) Arranged by lecturers (special, Sat.-Sun.)	Arranged by lecturers
	2.4 Students evaluate lecturers and advisors on reg.ssru.ac.th	1-31 Oct. 2023	1-31 Mar. 2024	1-21 Jun. 2024
	2.5 Students dropping course(s) on reg.ssru.ac.th	2-25 Oct. 2023	1-20 Mar. 2024	20 May.-11 Jun. 2024

No.	Academic activity	Period		
		First Semester	Second Semester	Summer Semester
	2.6 Last day of classes	25 Oct. 2023 (regular/special, Mon.-Fri.) 22 Oct. 2023 (special, Sat.-Sun.)	20 Mar. 2024 (regular/special, Mon.-Fri.) 17 Mar. 2024 (special, Sat.-Sun.)	11 Jun. 2024 (regular/special, Mon.-Fri.) 9 Jun. 2024 (special, Sat.-Sun.)
	2.7 Make-up classes (if necessary and approved by University)	26-27,30-31 Oct 2023 (regular/special, Mon.-Fri.) 28-29 Oct 2023 (special, Sat.-Sun.)	21-22, 25-26 Mar. 2024 (regular/special, Mon.-Fri.) 23-24 Mar. 2024 (special, Sat.-Sun.)	12-14 Jun. 2024 (regular/special, Mon.-Fri.) 15 Jun. 2024 (special, Sat.-Sun.)
	2.8 Final examination week			
	1) Extra scheduled examination (arranged by lecturers)	Arranged by lecturers	Arranged by lecturers	Arranged by lecturers
	2) Scheduled examination (the schedule will be announced later)	1-3 Nov. 2023 (regular/special, Mon.-Fri.) 4-5 Nov. 2023 (special, Sat.-Sun.)	27-29 Mar. 2024 (regular/special, Mon.-Fri.) 30-31 Mar. 2024 (special, Sat.-Sun.)	17-18 Jun. 2024 (regular/special, Mon.-Fri.) 16 Jun. 2024 (special, Sat.-Sun.)
<b>3</b>	<b>Grade transfer</b>			
	3.1 Academic Year 2021 students			
	1) Last day for students to submit a request for grade transfer at their faculties/colleges	31 Mar. 2024 (regular/special, Mon.-Fri.) 20 Jun. 2024 (special, Sat.-Sun.)		
	2) Students pay fines of request form for late grade transfer at their faculties/colleges 300 Baht/copy	From 1 Apr. 2024 (regular/special, Mon.-Fri.) From 21 Jun. 2024 (special, Sat.-Sun.)		
	3) Last day for Faculty/college to submit a grade transfer approval at Educational Service Division	1 May. 2024 (regular/special, Mon.-Fri.) 21 Jul. 2024 (special, Sat.-Sun.)		
	3.2 Last day for Faculty/college submit a free enrolled grade transfer approval of students who will graduate at Educational Service Division	31 Oct. 2023	31 Mar. 2024	20 Jun. 2024
<b>4</b>	<b>Grade submitting</b>			
	4.1 Lecturers submit a grade change from "I" grade and etc. for students who are going graduate and students whose status will be terminated according to the university's assessment at faculty/college			
	1) Second semester 2022 and summer semester 2022	29 Sep. 2023	-	-
	2) First semester 2023	-	29 Feb. 2024	-
	3) Second semester 2023	-	-	30 May. 2024
	4) Faculty/college submit a grade change from "I" grade and etc. at rg.ssrु.ac.th	5 Oct. 2023	6 Mar. 2024	4 Jun. 2024
	4.2 Submitting grades			
	1) Lecturers submit grades at rg.ssrु.ac.th and download, and submit them at faculty/college	13 Nov. 2023	9 Apr. 2024	25 Jun. 2024

No.	Academic activity	Period		
		First Semester	Second Semester	Summer Semester
	2) Faculty/college submit grade into the registration system at rg.ssru.ac.th	17 Nov. 2023	17 Apr. 2024	1 Jul. 2024
	4.3 Students check their grades on reg.ssru.ac.th	24 Nov. 2023	23 Apr. 2024	8 Jul. 2024
<b>5</b>	<b><u>Announcement of student status termination and grades of the semester</u></b>			
	5.1 Announcement of student status termination for those who fail to pay the retaining fee by the deadline on reg.ssru.ac.th	15 Sep. 2023	31 Jan. 2024	10 Jun. 2024
	5.2 Announcement of student status termination for those who fail to graduate within the given period on reg.ssru.ac.th	15 Nov. 2023	2 Apr. 2024	23 Jun. 2024
<b>6</b>	<b><u>Graduation request</u></b>			
	6.1 Submitting a request form for graduation on reg.ssru.ac.th	10 Jul.-15 Aug. 2023	1 Dec.2023-15 Jan.2024	20 Apr.-19 May. 2024
	6.2 Submitting a request form for late graduation on reg.ssru.ac.th	16 Aug.-30 Nov. 2023	16 Jan.-19 Apr. 2024	20 May-9 Jul. 2024
	6.3 List of graduates announcement on reg.ssru.ac.th	25 Dec. 2023	27 May. 2024	26 Jul. 2024
	6.4 List of late graduates announcement on reg.ssru.ac.th	25 Jan. 2024	27 Jun. 2024	29 Aug. 2024
<b>7</b>	<b><u>Registration of academic year 2024</u></b>			
	7.1 Students and lecturers download academic calendar on reg.ssru.ac.th	From 6 Feb. 2024		
	7.2 Last day for faculty/college complete classes schedule on reg.ssru.ac.th	31 Jan. 2024	31 Aug. 2024	31 Jan. 2025
	7.3 Course schedule announcement on reg.ssru.ac.th	28 Feb. 2024	30 Sep. 2024	28 Feb. 2025
<b>8</b>	<b><u>Opening and closing date</u></b>			
	8.1 Close of academic year 2023	14 Nov. 2023	11 Apr. 2024	26 Jun. 2024
	8.2 First day academic year 2024	10 Jul. 2024 (regular/special, Mon.-Fri.) 13 Jul. 2024 (special, Sat.-Sun.)	2 Dec. 2024 (regular/special, Mon.-Fri.) 1 Dec. 2024 (special, Sat.-Sun.)	21 Apr. 2025 (regular/special, Mon.-Fri.) 20 Apr. 2025 (special, Sat.-Sun.)

**Note:** Fines are waived on government holiday/substitution holiday, and holiday of Office of the President's One Stop Service

Issued on 3 February B.E. 2566 (2023)



(Assoc. Prof. Dr.Chutikarn Sriviboon)

President