



- Translated Version -

Announcement of Suranaree University of Technology

RE: Guidelines for SUT Students on Taking Online Examination B.E. 2564 (2021)

In order to develop guidelines for SUT students to take online examination with effectiveness, by virtue of Section 21 and Section 24 of the Suranaree University of Technology Act, B.E. 2533 (1990) in conjunction with the Notification of the Office of the Prime Minister on the Appointment of the Rector of Suranaree University of Technology issued on 28 August B.E. 2560 (2017) and the Resolution of the Meeting of the Suranaree University of Technology Academic Senate No. 5/B.E. 2564 (2021) on 27 May B.E. 2564 (2021), SUT hereby issues the Announcement as follows:

Article 1 This Announcement is called “Announcement of Suranaree University of Technology RE: Guidelines for SUT Students on Taking Online Examination B.E. 2564 (2021)”.

Article 2 This Announcement shall come into force following the date of its issue.

Article 3 The online examination as stated in SUT exam schedule shall be organized via SUT e-learning system.

Article 4 SUT students need to use Desktop PC, laptop, or tablet in taking online examination. These platforms need to possess camera, microphone, and speaker, and be internet connectible.

Article 5 SUT students need to install the Zoom video communication program in the platforms used for taking online examination, check for exam date and time in the exam schedule, and for Zoom Meeting ID and password at website: <http://reg.sut.ac.th>.

Article 6 SUT students need to sign in to the Zoom program approximately fifteen minutes prior to the schedule started time.

/ **Article 7** During...

Article 7 During examination process, SUT students need to keep Zoom program signed in, create Zoom username in compliance with the pattern determined by SUT, keep camera available to confirm their presence to examination proctor committee. In this regard, disclosure of student identification card to verify presence is required.

Article 8 SUT students attending the online examination more than fifteen minutes late are not permitted to take the exam.

Article 9 SUT students are not permitted to sign out of the Zoom program before the schedule finished time or without permission of examination proctor committee.

Article 10 During examination process, SUT students are not permitted to use earphones and contact other people than the online examination proctor committee via any platforms.

Article 11 In the case SUT students face difficulties or force majeure events during the online examination process, SUT students need to raise hands or inform examination proctor committee via microphones or message boxes of the Zoom program.

Article 12 SUT students need to wear properly.

Article 13 Photos, sound, and behaviors created by SUT students during the examination process shall be recorded as evidence. In this regard, SUT students committing exam malpractice or are convicted to commit as such shall be punished based on SUT regulations.

Article 14 SUT students with exam schedule conflicts need to take examination at the on-site venue as declared by the Center for Educational Service only.

Article 15 In the event difficulties arisen as a consequence of this Announcement, the Rector of SUT shall hold authority to make decision. The decision of the Rector of SUT is final.

For your information and complying with the Announcement.

Issued on 11 June B.E. 2564 (2021)

- signed -

(Assoc. Prof. Dr. Weerapong Pairsuwan)

Rector of Suranaree University of Technology