

Request for Changing of Elective Courses

1. Schedule for submitting a claim.

Submit a request within 10 days of the start of the semester.

2. Criteria for submitting a request to change elective subjects.

2.1 Students who receive F U W grades in elective courses

2.2 The course for which the student requests a change is enrolled in the semester in which the request is made and does not yet have a grade level. character

2.3 The courses are in the same structured category, for example, a student received a grade of letter F in the free elective course category and wishes to Request to change.

The elective course that is requested to be changed must be a course. also, in the free choice category.

2.4. The number of credits for the courses to be substituted is the same, such as 3 credits. and 3 credits.

3. Application submission process for students

3.1 Complete the form in the request to change elective subjects (T.13).

3.2 Submit the request to the field of study to the advisor for approval. and the subject head/curriculum chair approves.

3.3 Submit the approved application to the student registration department. General Education Building 2

3.4 Check the results of changing elective subjects in the registration and evaluation system after 10 weeks from the start of the semester.

Note: Students from the academic year 2023 onwards do not need to submit a request to change elective subjects because according to the regulations, section 12.3.2, students may re-register for any course.

Section 12.3.3 Registration according to Section 12.3.1 and Section 12.3.2 shall use the best letter grade level. For calculating cumulative grade point average points and recording academic results every time you register to study in the academic record system.