

Procedures for receiving Graduation Paper (Unofficial)

1. Students who have completed all the requirements in a chosen field of study in the curriculum in any semester, and expect to graduate, should attach all required documents. (Please see the form of request for graduation to what required documents to be submitted)
2. After the required documents have been submitted, student will be given the appointment date to receive the Graduation Certificate issued by the IIS-RU (Interim Document) after 15 working days, starting from the day this request form was submitted.

*** Student who will be able to receive the Graduation Certificate issued by the IIS-RU (Interim Document) within 15 working days, he/she will not have any problem regarding incomplete information of high school or upper secondary diploma and transcript of records; date of birth, and all grades from a chosen field of study.

*** Student who have any problem regarding incomplete information of high school or upper secondary diploma and transcript of records; date of birth, and all grades from a chosen field of study, it will cause delay in the process more than 15 working days. Student must contact directly to the program coordinator.

3. The examination results of the final semester will be recorded in Ramkhamhaeng University's registrar system for 55 working days at the end of each semester.
4. After 55 working days which the examination results of the final semester have been recorded in Ramkhamhaeng University's registrar system,

student can check the annual list of graduates which has been approved by the university council after 15 working days.

5. After the university council declared and approved the annual list of graduates, student must pay the graduation fees of 2,400 Baht at 1st Floor, The President Building.
6. After the graduation registration fee has been paid, student must bring the receipt to contact the counter No. 4, 1st Floor, the Admission and Record Office.