PRE-REGISTRAION PROCESS

1. Select the menu of **Request for enrollment**
2. There is a study plan's course, reserved course and selected course available in advance.

3. Select the blue-highlight course from the **Reserved course**

Note: The 1st round of pre-registration can be enrolling in reserved courses and free elective courses only, if students want to enroll in other subjects, please wait for the 2nd round or late registration period.

| » Course in studyplan |
| » Course List |
| » Request for enrollment |
| » Check request for enrollment approvement |
| » Check the history of enrollment and verification |

Reserved course

Select	No.	Course code	Course title	Section	Credit	Grade	Class timetable
🔍 SELECT	1	1006337	Academic Writing	06	3 (3-0-6)	A - F	TUE 08:00 am - 10:50 am
🔍 SELECT	2	1006338	English Phonology	06	3 (3-0-6)	A - F	FRI 08:00 am - 10:50 am
🔍 SELECT	3	1006339	English Syntax	06	3 (3-0-6)	A - F	THU 08:00 am - 10:50 am
🔍 SELECT	4	1006350	Study of Narrative	06	3 (3-0-6)	A - F	FRI 12:00 pm - 02:50 pm
🔍 SELECT	5	1006377	Interlingual Communication 2	01	3 (3-0-6)	A - F	MON 08:00 am - 10:50 am

Selected course

➕	No.	Course	Credit	Grade	Class timetable	Section	Course status	Co

PRE-REGISTRAION PROCESS

4. After selecting the courses, the **Selected course** menu will be automatically added.

Reserved course

	Select	No.	Course code	Course title	Section	Credit	Grade	Class timetable
🔍	SELECT	1	1006337	Academic Writing	06	3 (3-0-6)	A - F	TUE 08:00 am - 10:50 am
🔍	SELECT	2	1006338	English Phonology	06	3 (3-0-6)	A - F	FRI 08:00 am - 10:50 am
🔍	SELECT	3	1006339	English Syntax	06	3 (3-0-6)	A - F	THU 08:00 am - 10:50 am
🔍	SELECT	4	1006350	Study of Narrative	06	3 (3-0-6)	A - F	FRI 12:00 pm - 02:50 pm
🔍	SELECT	5	1006377	Interlingual Communication 2	01	3 (3-0-6)	A - F	MON 08:00 am - 10:50 am

Selected course

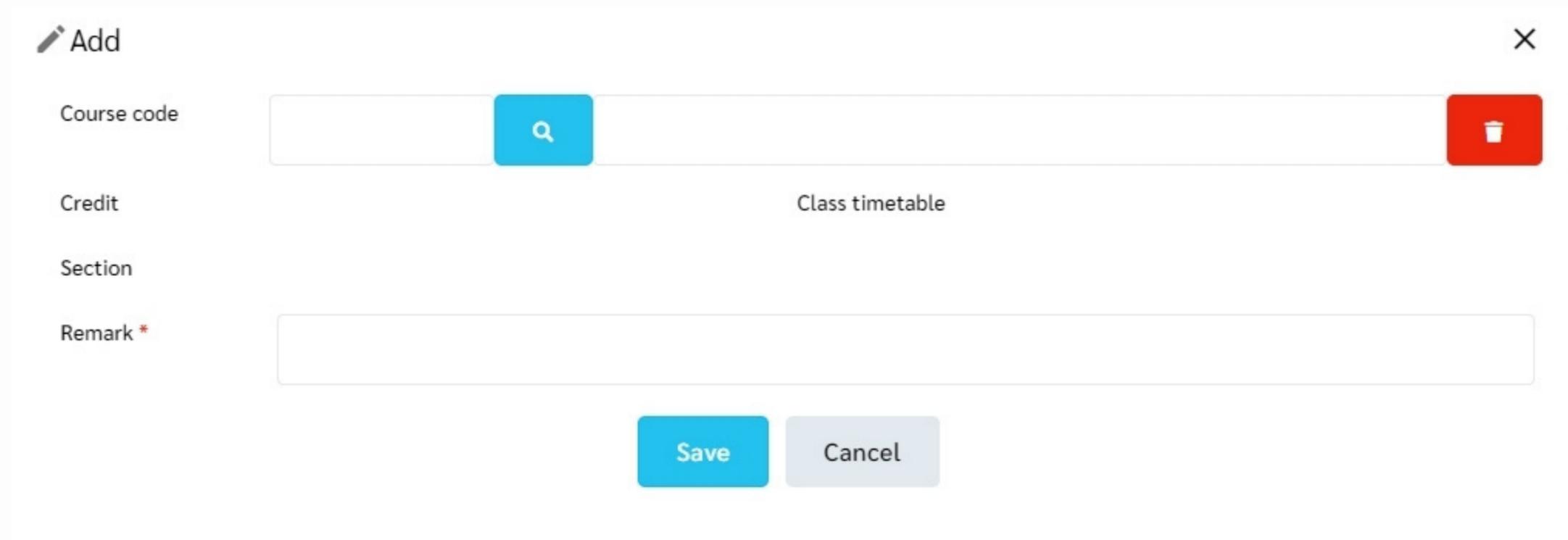|		No.	Course	Credit	Grade	Class timetable	Section	Course status	Confirm
🔍	🗑	1	1006337 : Academic Writing	3 (3-0-6)	A - F	TUE 08:00 am - 10:50 am	06 🔄		Not Confirm
🔍	🗑	2	1006338 : English Phonology	3 (3-0-6)	A - F	FRI 08:00 am - 10:50 am	06 🔄		Not Confirm
🔍	🗑	3	1006339 : English Syntax	3 (3-0-6)	A - F	THU 08:00 am - 10:50 am	06 🔄		Not Confirm
🔍	🗑	4	1006350 : Study of Narrative	3 (3-0-6)	A - F	FRI 12:00 pm - 02:50 pm	06 🔄		Not Confirm
🔍	🗑	5	1006377 : Interlingual Communication 2	3 (3-0-6)	A - F	MON 08:00 am - 10:50 am	01		Not Confirm

5. Students can add a course by pressing the (+) icon.

Selected course

		No.	Course	Credit	Grade	Class timetable	Section	Course status	Confirm
🔍	🗑	1	1006337 : Academic Writing	3 (3-0-6)	A - F	TUE 08:00 am - 10:50 am	06 ↻		Confirm
🔍	🗑	2	1006338 : English Phonology	3 (3-0-6)	A - F	FRI 08:00 am - 10:50 am	06 ↻		Confirm
🔍	🗑	3	1006339 : English Syntax	3 (3-0-6)	A - F	THU 08:00 am - 10:50 am	06 ↻		Confirm
🔍	🗑	4	1006350 : Study of Narrative	3 (3-0-6)	A - F	FRI 12:00 pm - 02:50 pm	06 ↻		Confirm
🔍	🗑	5	1006377 : Interlingual Communication 2	3 (3-0-6)	A - F	MON 08:00 am - 10:50 am	01		Confirm

6. Pressing the (+) icon will display the image below.

7. Enter the **Course code** and press the **Search** icon to display the courses.

8. After pressing the **Search** icon, the image below will display.

9. Pressing the **course code number** that you prefer to enroll.

🔍 Courses namelist

Course code	1005121
Course title	
School	---Not specified---
Major	---Not specified---
Course category	---Not specified---
Level of study	3 : Undergraduate

Search   Clear data   ⬤ Program structure's course only

Remark: please click at 'course code' 🔍 To show course information

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	No.	Course code	Course title	Section	Credit	Grade	Class timetable
🔍	1	1005121	Thai Language Conversation in Daily Life	02	3 (2-2-5)	A - F	WED 12:00 pm - 01:50 pm WED 02:00 pm - 03:50 pm
🔍	2	1005121	Thai Language Conversation in Daily Life	03	3 (2-2-5)	A - F	MON 12:00 pm - 01:50 pm MON 02:00 pm - 03:50 pm
🔍	3	1005314	Thai Wisdom	01	3 (3-0-6)	A - F	WED 04:00 pm - 06:50 pm
🔍	4	1005471	Thai Folktales	01	3 (3-0-6)	A - F	TUE 04:00 pm - 06:50 pm

10. Explain why you enroll this course in the **Remark** section.

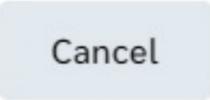11. Pressing the **Save** icon to complete the adding process.

12. Pressing the **Confirm request for selected courses** icon to complete the pre-registration process.

Selected course

		No.	Course	Credit	Grade	Class timetable	Section	Course status	Confirm
🔍	🗑	1	1006337 : Academic Writing	3 (3-0-6)	A - F	TUE 08:00 am - 10:50 am	06 ↻		Not Confirm
🔍	🗑	2	1006338 : English Phonology	3 (3-0-6)	A - F	FRI 08:00 am - 10:50 am	06 ↻		Not Confirm
🔍	🗑	3	1006339 : English Syntax	3 (3-0-6)	A - F	THU 08:00 am - 10:50 am	06 ↻		Not Confirm
🔍	🗑	4	1006350 : Study of Narrative	3 (3-0-6)	A - F	FRI 12:00 pm - 02:50 pm	06 ↻		Not Confirm
🔍	🗑	5	1006377 : Interlingual Communication 2	3 (3-0-6)	A - F	MON 08:00 am - 10:50 am	01		Not Confirm

Number of selected course	5 Course	Selected credit	15 Credi
Confirmed course	0 Course	Confirmed credit	0 Credi

View all selected course

Confirm request for selected course

13. After pressing the image below will display.

		No.	Course	Credit	Grade	Class timetable	Section		Course status	Confirm
🔍	🗑	1	1006337 : Academic Writing	3 (3-0-6)	A - F	TUE 08:00 am - 10:50 am	06	↻		Confirm
🔍	🗑	2	1006338 : English Phonology	3 (3-0-6)	A - F	FRI 08:00 am - 10:50 am	06	↻		Confirm
🔍	🗑	3	1006339 : English Syntax	3 (3-0-6)	A - F	THU 08:00 am - 10:50 am	06	↻		Confirm
🔍	🗑	4	1006350 : Study of Narrative	3 (3-0-6)	A - F	FRI 12:00 pm - 02:50 pm	06	↻		Confirm
🔍	🗑	5	1006377 : Interlingual Communication 2	3 (3-0-6)	A - F	MON 08:00 am - 10:50 am	01			Confirm

Selected course

Number of selected course	0 Course	Selected credit	0 Cred
Confirmed course	5 Course	Confirmed credit	15 Cred

View all selected course   **Confirm request for selected cours**

14. Pending means waiting approval

Note: After get approval then go confirm the course at **Enrollment** icon (during registration period).

	Remark: After students got "Approved" in any course(s) of the request for enrollment, students must confirm the course (s) in menu "Enrollment" again

No.	Course code	Course title	Section	Remark	Pre-Registration Period	Confirm	Approving result
1	1006337	Academic Writing	6	วิชาที่ได้สำรองสิทธิ์	Normal	Confirm	Pending
2	1006338	English Phonology	6	วิชาที่ได้สำรองสิทธิ์	Normal	Confirm	Pending
3	1006339	English Syntax	6	วิชาที่ได้สำรองสิทธิ์	Normal	Confirm	Pending
4	1006350	Study of Narrative	6	วิชาที่ได้สำรองสิทธิ์	Normal	Confirm	Pending
5	1006377	Interlingual Communication 2	1	วิชาที่ได้สำรองสิทธิ์	Normal	Confirm	Pending