



**Mae Fah Luang University's Notification
On Verification of Registration Results**

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In order to maintain orderliness of course registration in each semester, Mae Fah Luang University, empowered by Article 26 of the 1998 Mae Fah Luang University Charter and by the Academic Council's consent issued in meeting 1/2005 on 5 January 2005, hereby declares the procedure for verification of registration results.

1. Class enrollment verification period:

Weeks 1 and 3 for the first or the second semester

Weeks 1 and 2 for the summer session (if offered)

2. The course instructor shall, within the period prescribed in check the names of the students enrolled in each of his/her courses or sections. (This can be done on-line through [<http://reg.mfu.ac.th>], under the topic 'List of Students Enrolled' of the menu Teaching Load'.) Any student wishing to study the course must officially register for it within the registration period, after which the student will no longer be eligible to register.

3. A student having registered for a course must make certain, within the period prescribed in (1), that his/her name is on the course instructor's list; otherwise, the student must urgently present the proof of registration to the Division of Registration.

4. After the registration period (Friday of the second week of the first or the second semester, or Friday of the first week of the summer session), the student must verify his/her registration results on line at <http://reg.mfu.ac.th>, under the topic 'Registration Results'. In case something is wrong, the student must urgently present the proof of registration to the Division of Registration within the fourth week of the first or the second semester, or within the third week of the summer session. If the student does not query his/her registration results within the specified period, the results shall stand and cannot be amended in any way.

Issued this thirty-first date of January 2005.

Signed Vanchai Sirichana
(Associate Professor Dr.Vanchai Sirichana)
President, Mae Fah Luang University