Academic Year 2024 (B.E. 2567)

Graduate Student Handbook

ENGINEERING
CHIANG MAI UNIVERSITY

Foster Engineering Excellence

Welcome Message

Dear incoming graduate students of the academic year 2024 at Chiang Mai University's Faculty of Engineering,

A warm welcome awaits you as you embark on your academic journey with us. As we stride into the future, know that our faculty stands ready to offer you an exceptional educational experience.

In response to the challenges of recent years, we have embraced innovation and transitioned many services online, from teaching to registration and document management. The implementation of online procedures, including the thesis proposal submission system, reflects our commitment to supporting your academic pursuits while aligning with the Sustainable Development Goals.

This handbook, now in its 4th edition, is tailored to guide both new and returning students through the latest updates outlined in the Chiang Mai University Regulations on Graduate Education. It serves as an indispensable resource, providing essential information and guidance for your journey ahead.

We trust that you will find all the necessary tools and support to thrive within the Faculty of Engineering at Chiang Mai University. May each of you carve out your own path to success as you navigate the challenges and opportunities that lie ahead.

About this handbook

Faculty of Engineering Graduate Student Handbook
4th Edition, Academic year 2024 (B.E.2567)

Prepared by Assoc. Prof. Dr. Ukrit Mankong, Assistant Dean

As we mark the 55th anniversary of our faculty this year, it serves as more than just a reflection on our past triumphs. It stands as a tribute to the unwavering dedication, tireless efforts, and visionary spirit of everyone who has contributed to our remarkable journey – faculty members, staff, students, alumni, and supporters alike. As we celebrate this milestone, let us also cast our gaze forward with hope and resolve. Let us persist in our commitment to innovation, cultivate collaboration, and ignite the passion of future engineers to confront the challenges of the future with bravery and creativity.

Academic Calendar
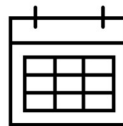
Students should consult the updated academic calendar at the following links. There may be new updates as the year progresses.

THAI VERSION: https://www.reg.cmu.ac.th/webreg/th/calendar/
ENG VERSION: https://www.reg.cmu.ac.th/webreg/en/academic-calendar/

Rules and Regulations

The following regulations apply to new student of 2024. (clickable links)

- *Chiang Mai University Regulation on Graduate Education 2566 B.E. (For student code 66 onwards)/ข้อบังคับมหาวิทยาลัยเชียงใหม่ ว่าด้วยการศึกษาระดับบัณฑิตศึกษา พ.ศ. 2566* (THA version)

  (This regulation applies to new students starting in year 2023 including 2024)

  Note that currently only the Thai version of the new regulation exists. For non-Thai speakers please consult your own program/department for advice.

- *Foreign Language Conditions for Graduate Students* (ENG+THA) This is new regulation for new students starting in academic year 2021 or later (applicable to 2023).

- *Steps and Guidelines in Doing Thesis (2021)* (THA): This is the new guidelines for all current students.

  Steps and Guidelines in Doing Thesis Issue 1 (2022) (THA-ENG): This is the amendment of some articles in the above guidelines

- *Criteria and Operating Procedure for Thesis Publication* (ENG+THA): The new criteria for thesis publication apply to all students.

- *Measures on Prevention of Corruption in Education and Intellectual Property Infringement in the Thesis 2021* (ENG+THA)

Thesis formats

- According to the "Steps and Guidelines in Doing Thesis (2021)". Students can use two formats for thesis (REF: https://w3.grad.cmu.ac.th/thesis)
    - Front matter: Thai, English
    - Chapters template: Format 1, Format 2

Websites
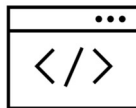
The following are useful websites that you will need during your study.

Faculty of Engineering: https://eng.cmu.ac.th/

Faculty of Engineering Education Services: https://reg.eng.cmu.ac.th/

Graduate School (Regulations, Guidelines, Forms etc.):

https://w3.grad.cmu.ac.th/regulations-announcement-guidelines

University Registration Office: https://www.reg.cmu.ac.th

Graduate Student Course/Service Enrollment (THA):

https://www1.reg.cmu.ac.th/webreg/th/graduate/?T=U

Graduate Student Course/Service Enrollment (ENG):

https://www1.reg.cmu.ac.th/webreg/en/graduate-students/

University Library: http://www.library.cmu.ac.th

Language Institute: http://www.li.cmu.ac.th

Information Technology Service Center (Software, Email etc.):

http://itsc.cmu.ac.th

Department Websites

Civil Engineering: http://civil.eng.cmu.ac.th/

Computer Engineering: https://www.cpe.eng.cmu.ac.th/

Electrical Engineering: http://ee.eng.cmu.ac.th/

Environmental Engineering: http://env.eng.cmu.ac.th/

Industrial Engineering: http://ie.eng.cmu.ac.th/

Mechanical Engineering: http://me.eng.cmu.ac.th/

Mining and Petroleum Engineering: http://mining.eng.cmu.ac.th/

Data Science: http://datascience.cmu.ac.th/

Personnel and Contacts

Graduate students **are encouraged to consult the administrative staff at their respective departments as the first point of contact.**

If necessary, the faculty staff below (at the Education Service Office) may further assist you.

Academic and Program Services (งานบัณฑิตศึกษา):

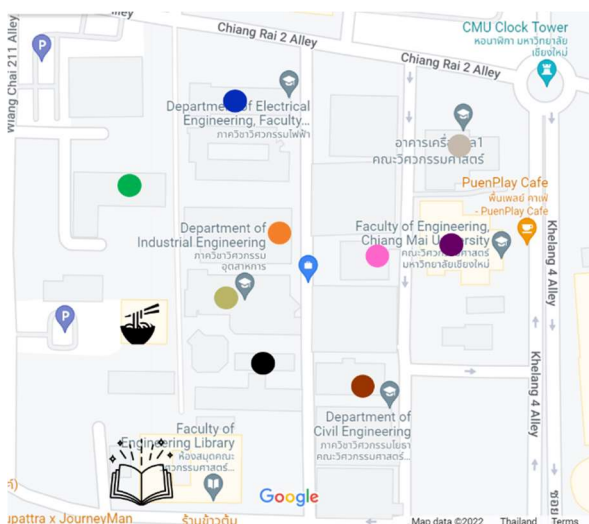Ms.Phinyaphat Yutabootr (พี่ลอร์ด) Tel.053 944179 ext.116

Registration/**Enrollment Services** (ลงทะเบียน)**:**

Mrs.Kanchana Napranboon (พี่นิล) Tel. 053 944179 ext.118

Exam Enquiry (การสอบ):

Ms.Nataree Tunja-Ai (พี่เอ๋) Tel. 053 944179 ext.105

Map of Engineering Faculty

- ● Education Service Office
- ● Civil Engineering
- ● Computer Engineering
- ● Electrical Engineering
- ● Environmental Engineering
- ● Industrial Engineering
- ● Mechanical Engineering
- ● Mining Engineering
- ● RTT Building
- ● CM-IES
- Library
- Cafeteria

Available programs and links

The following programs are effective for new students of Academic Year 2024 (B.E. 2567), whose student codes are 67XXXXXXX.

| Department	Programs	Current Edition (clickable link)
Civil Engineering	Master of Engineering Program in Civil Engineering	2023 (B.E. 2566)
	Master of Engineering Program in Construction Engineering and Management	2023 (B.E. 2566)
	Doctor of Philosophy Program in Civil Engineering	2023 (B.E. 2566)
Computer Engineering	Master of Engineering Program in Computer Engineering	2021 (B.E. 2564)
	Doctor of Philosophy Program in Computer Engineering	2021 (B.E. 2564)
Data Science (Program)	Master of Science Program in Data Science	2023 (B.E. 2566)
	Doctor of Philosophy Program in Data Science	2021 (B.E. 2564)
Electrical Engineering	Master of Engineering Program in Electrical Engineering	2021 (B.E. 2564)
	Doctor of Philosophy Program in Electrical Engineering	2021 (B.E. 2564)
Environmental Engineering	Master of Engineering Program in Environmental Engineering	2022 (B.E. 2565)
	Doctor of Engineering Program in Environmental Engineering	2022 (B.E. 2565)
Industrial Engineering	Master of Engineering Program in Industrial Engineering	2023 (B.E. 2566)
	Master of Engineering Program in Logistics Engineering and Supply Chain Management	2023 (B.E. 2566)
	Master of Science Program in Industrial Management	2021 (B.E. 2564)
	Doctor of Philosophy Program in Industrial Engineering	2022 (B.E. 2565)
Mechanical Engineering	Master of Engineering Program in Mechanical Engineering	2023 (B.E. 2566)
	Master of Engineering Program in Energy Engineering	2022 (B.E. 2565)
	Master of Engineering Program in Agricultural Engineering	2023 (B.E. 2566)
	Master of Engineering Program in Advanced Computational Engineering and Design	2022 (B.E. 2565)
	Doctor of Philosophy Program in Mechanical Engineering	2023 (B.E. 2566)
	Doctor of Philosophy Program in Energy Engineering	2022 (B.E. 2565)
Mining Engineering	Master of Engineering Program in Georesources Engineering for Sustainability (International program)	2024 (B.E. 2567)

Education service website (Engineering)

Graduate Systems

Faculty of engineering graduate system is the online system that the students and the department use to submit and track the progress of the
thesis proposal examination and approval

Website: https://graduate.eng.cmu.ac.th
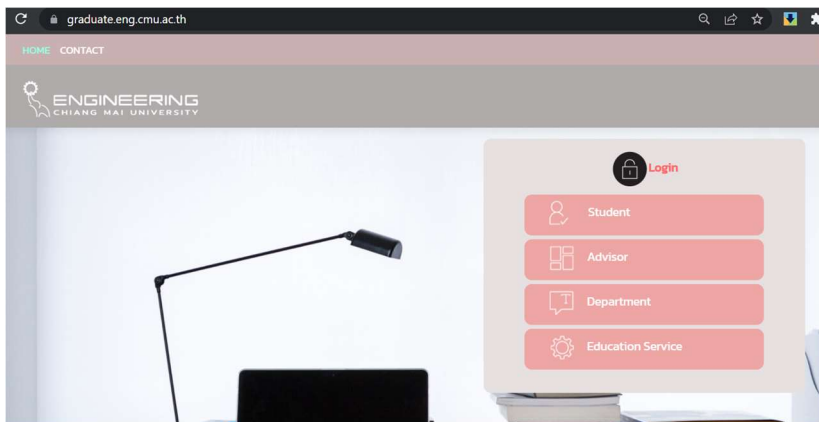
Manual:

To use this system students need to read the manual.
https://reg.eng.cmu.ac.th/reg_eng/document/graduate_manual.pdf

Education service website (Graduate study service unit)

https://reg.eng.cmu.ac.th

Link to the graduate student service unit

Graduate study service page

**https://reg.eng.cmu.ac.th/reg_graduate/index.php**

Translated menu

1. Graduate student handbook
2. Manual for the graduate system (graduate.eng.cmu.ac.th website) For thesis/Is proposal & submission of English test result
3. Manual for the Quick Win system of the graduate school
4. Manual for the system to submit a student's research publications

Graduate study service page
https://reg.eng.cmu.ac.th/reg_graduate/index.php
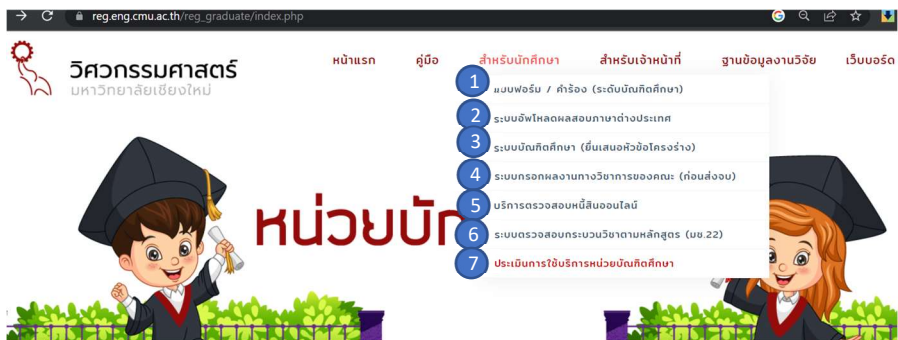
Translated menu
1. Download forms / request forms for graduate studies
2. Upload English language test results
3. Graduate system https://graduate.reg.eng.cmu.ac.th (For submission of thesis proposal / Independent Study proposal)
4. Submission of student's research publications (before graduation)
5. Check any outstanding debts that a student owes the university (before graduation)
6. Check the transcript / enrolled courses as required by the program
7. Survey and feedback of the graduate system

Student portal (graduate school website)
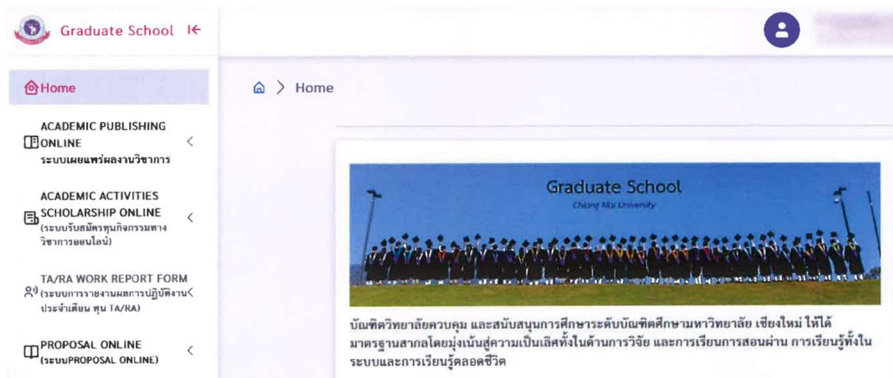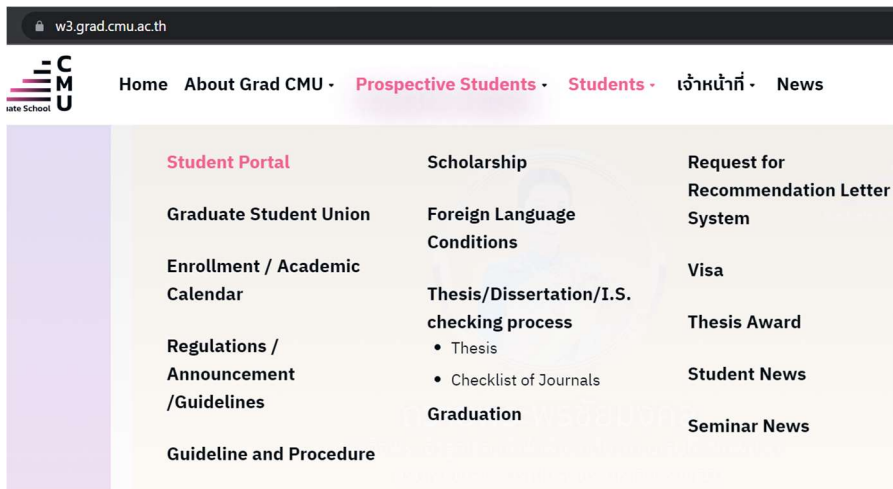
This system is used by the student to:

1. Record information about research publications as required by the program.
2. Apply for financial support for academic activities such as attending a conference.
3. Submit TA/RA monthly reports.
4. Submit the approved thesis proposal (after it has been approved by the faculty).
5. Submit the English language test result.

Manual: https://reg.eng.cmu.ac.th/reg_eng/document/Quick_Win.pdf

Financial Support

International Conference (from Faculty of Engineering)

Support for registration fee not exceeding THB 15000

Proceedings of the conference must be listed in SCOPUS database

Application should be made to the Research Administration, Academic Services and International Relations Section, of the faculty

TA/RA, CMU presidential scholarships

TA/RA and CMU presidential scholarships must be applied during admission application. The faculty closely monitors the progress of a scholarship student.

Graduate Student Activities and support

https://www.facebook.com/Stdgradcmu

Grad Std Development Cmu (PR Graduate School)

2.8K friends • 6 mutual

INTERNATIONAL STUDENTS


CHIANG MAI INTERNATIONAL ENGINEERING SCHOOL (CM-IES) is an office in faculty of engineering who provide services for all internation students within the faculty. Matters such as advices on lives in Chiang Mai, visa application, visa extension etc. are provided at CM-IES. There are information on activities for both international and local students there.

https://cmies.eng.cmu.ac.th/

General Study Plan (Master's degree)

General rules of thumb are.

1. A student must pass English language condition before Thesis proposal. (except type 3, where a student may pass English language condition at any time before graduation)
2. Thesis proposal must be approved within 2 years, otherwise the student status will be terminated.
3. Normal study period is 2 years. (Student may complete their study within 5 years)
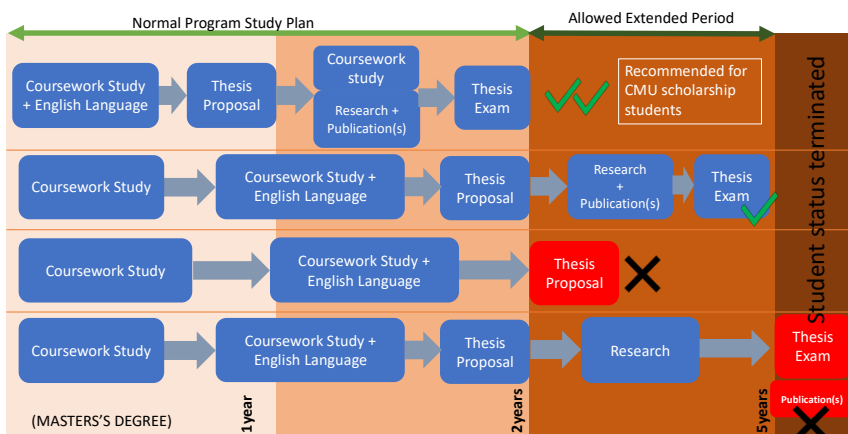
Maximum study period 5 years (10 regular semesters)

It may be possible to extend your study period under exceptional circumstances, beyond 5 years. Please contact your own department of your condition.

Scholarship students (TA-RA, Presidential) for Master's degree must complete thesis proposal in the 1st year to continue scholarship eligibility in the 2nd year.

All scholarships are only granted for maximum 2 years.

The faculty works closely with the department to ensure that all students receive gratifying academic and social experiences during their time with us.

Regular seminars and meetings are organized by the programs and the faculty. Some students are required to attend them as part of their curriculum.

Scholarship students and students of some programs will be required to submit regular progress report to the graduate school (via the faculty), either every month or every semester.

*New Regulation (For new students in 2023, with student code 66XXXXXXX only !)*

Students can take a Leave While Holding Student Status (Before the final semester of the 5th year study period), while the leave period will not count towards the total study period.

For example, study 3 years + leave 1.5 years + study 1.5 years = total study period 4.5 years

General Study Plan (Ph.D.)

General rules of thumb are.

1. A student must pass English language and Qualifying Exam before Thesis proposal.
2. Thesis proposal must be approved within 3 years, otherwise the student status will be terminated.
3. Normal study period is 3 years (Type X.1) and 5 years (Type X.2). [A student may complete their study within 6 years (Type X.1) and 8 years (Type X.2)]
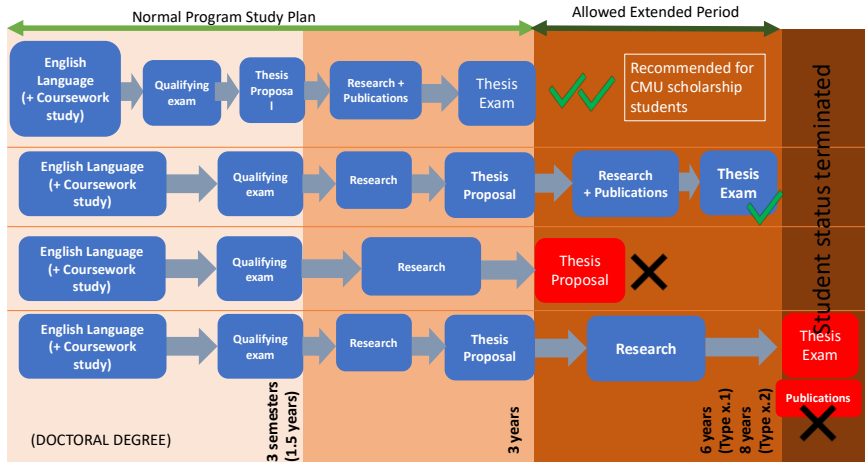
Maximum study period

Type 1.1,2.1   6 years (12 regular semesters)

Type 1.2,2.2   8 years (16 regular semesters)

To extend your study period under exceptional circumstances. Please contact your own department of your condition.

Scholarship students (TA-RA, Presidential) for Ph.D. must complete thesis proposal in the 3 semesters (1.5 years) to continue scholarship eligibility.

All scholarships are only granted for maximum 6 years (type X.1) and 8 years (type X.2).

The faculty works closely with the department to ensure that all students receive gratifying academic and social experiences during their time with us.

Regular seminars and meetings are organized by the programs and the faculty. Some students are required to attend them as part of their curriculum.

Scholarship students and students of some programs will be required to submit regular progress report to the graduate school (via the faculty), either every month or every semester.

New Regulation (For new students in 2023, with student code 66XXXXXXX only !)

Students can take a Leave While Holding Student Status (Before the final semester of study period), while the leave period will not count towards the total study period.

For example (type 1.1) study 4 years + leave 1.5 years + study 1.5 years = total study period 5.5 years

Provisional students

Provisional students (PS) are those who were accepted to study but have not yet satisfied all entry requirements for their graduate programs.

You must refer to the admission announcement. There are 4 types of PS.
A student with each type of PS status must provide necessary documentation within the specified period, otherwise their student status will be terminated.

TYPE	Required document / conditions	Period
PS 1	Transcript of the previous degree (with graduation date specified)	1st semester
PS 2	English language entry condition (Ph.D. or International Program)	1st academic year
PS 3	Authentic identification document (e.g. passport)	1st semester
PS 4	Condition per program requirement	1st academic year

Student status extension and returnees

If you have not graduated within the maximum study period, an extension must be applied (within the specified deadline: 1 semester before the termination). You must consult your department or program in advance if you believe that you will need longer time to study. Failure to apply for the appropriate extension will result in student status termination.

From 2024 you will be able to return to your previous study program immediately after such termination (with a new student code). Reduced tuition fees will apply according to the new regulation. However, there are many deadlines and procedures to follow, please consult closely with the department and faculty about it.

Course Enrollment

New Regulation (For new students in 2024, with student code 67XXXXXXX only !)
There are no minimum and maximum credits that students can enroll in each semester

In the case that all the required credits have been earned, **a student must enroll for University Service** (or Request for a leave While Holding Student Status), in every semester until degree completion.
Enrollment & Fee payment must be completed within the dedicated period as specified in the academic calendar. (You must check always check the updated calendar).

Late enrollment and late fee payment will result in student status termination. !!
If you have difficulty with enrollment or fee payment (including scholarship students who are still waiting for the fund), you must contact the faculty BEFORE the deadline.
Website: https://www.reg.cmu.ac.th

> Students in **Thesis only programs** (such as M.Eng. type 1, Ph.D. type 1.x) who already paid the fee for the first semester.
> ➔   Must also enroll for university services (schedule below)

Important dates for students

17 JUN

First semester/2024

Enrollment	Add/Drop, Change section	Tuition fee payment	Request for V / I
Apr 29 - May 5, 2024 Pre-Enrollment Menu: Course enrollment/Course withdrawal (without receiving grade W)			
June 10 - 23, 2024 ** Regular enrollment Menu: Course enrollment/Course withdrawal (without receiving grade W)	**June 10 - 23, 2024 **** Add/Drop, Change section on REG system Menu: Course enrollment/Course withdrawal (without receiving grade W)		
June 10 - 28, 2024 ** University service enrollment (For Undergraduate students) Menu: Enrollment for the university service			
June 15 - 28, 2024 ** University service enrollment and pay the fee. (For Graduate students) Menu: Enrollment for the university service			
June 13 - 14, 2024 Course enrollment (For new students code 67...) Menu: Course enrollment/Course withdrawal (without receiving grade W)			
June 24 - 27, 2024 Course enrollment by responsible departments Menu: Course addition and section changing by responsible departments	**June 24 - 27, 2024** Course addition and section changing by responsible departments Menu: Course addition and section changing by responsible departments		
July 1 - 12, 2024 Late enrollment /Late university service enrollment (with fine) Menu: Late enrollment	**July 1 - 12, 2024** Late course addition Late section changing Menu: Late enrollment	**July 1 - 5, 2024** Tuition fee payment Menu: Summary of enrollment results/ Payment of tuition fees/ Print CMR 50 form/ Print a receipt (QR Code)	**July 15 - 19, 2024** Request for grade V or changing grade V to regular evaluation grade Menu: Request for grade V (Visiting)
	July 1 - Sep 13, 2024 Course withdrawal receiving grade W Menu: Course withdrawal (receiving grade W)	**July 8 - 12, 2024** Late tuition fee payment (with fine) Menu: Payment of tuition fees with fine	**Oct 8 - 29, 2024** Request for grade I Menu: Request for grade I (Incomplete)

> For new students who have paid tuition fee for semester 1/2023 during the 1st and 2nd round registrations, another payment is not required this semester

** The system will open on June 10, 2024 and processing will begin on June 15, 2024.

REG

Data as of Apr 26, 2024

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For new students who have paid tuition fee for semester 1/2023 during the 1st and 2nd round registrations, another payment is not required this semester

CREDITS are earned when a student receives A,B+,B,C+,C or S grades. The grades for all Required Courses in your program must be ≥C, otherwise such courses must be retaken.

Thesis Proposal Procedure

student	Department/program	Faculty	Grad school
Login & fill out info +print form +submit English language results → submit →	Proposal exam (by exam committee)		
correction for re-exam ← failed	passed ↓ Approval by program committee →	Accept documents	
		At least 8 days	
Corrections ← Yes ←	Advisor consider making changes ← comments ←	Approval at graduate program committee meeting	This stage Within 2 years (Masters) 3 years (Ph.D.)
	No	Approved as is	
Print documents - Sign documents Submit electronically →	Department approve →	Appointment of Advisor(s)	Submit To Graduate School
Download and +submit documents →	Submit documents on the quickwin system (grad school website) →		

◆ Completed on https://graduate.eng.cmu.ac.th   ◆ Completed on https://cmu.to/cmuquickwin

A student must have passed English language condition before submitting their research proposal.
The meeting schedule for the Graduate Program Committee of Faculty of Engineering is on
the first Wednesday of each month.

Login to submit proposal at https://graduate.eng.cmu.ac.th
Graduate system manual :
https://reg.eng.cmu.ac.th/reg_eng/document/graduate_manual.pdf

English language

Provisional Ph.D. student has 1 year to pass English language test (CMU-eTEGS ≥ 45)
English test scores required for thesis proposal
        Master's (CMU eTEGS ≥ 60)
        Ph.D. & Master's (Inter program) (CMU eTEGS ≥ 65)
Students can use results of other standard tests such as TOEFL, IELTS, TOEIC **(some Master's programs includig most Engineering Type 3),** etc. Details found in the new
Language condition (link on page 2)

Students need to submit language test results here: **https://student.grad.cmu.ac.th/**
and here: **https://graduate.eng.cmu.ac.th**

Research publication

Research publication is required for all graduate students as per the degree conditions. The number and types of publications for each program type are summarized below. More details given in this announcement, Criteria and Operating Procedure for Thesis Publication . However, your own program may state them differently, students must recheck with their own program curriculum.

Table of minimum publication requirements
(2022 updates)

Degree and Type	Inter Journal (in Database)	Inter Journal	TCI Tier 1 Journal	Inter Conference With proceedings	National Conference	CMU Grad School Journal or other method (accepted by the program)	Total
M.Eng. & M.Sc. Type 1			1*, †	1*	1		2
M.Eng. & M.Sc. Type 2			1*	1*			1
M.Eng. & M.Sc. Type 3						1	1
Ph.D. Type 1.1	1	1		1			3
Ph.D. Type 1.2	2			1			3
Ph.D. Type 2.1	1			1			2
Ph.D. Type 2.2	1**	1		1			3 (or 2)

Notes: 1) * either one is accepted
2) ** if the journal paper is in ISI Q1/Q2, then only 1 journal paper is sufficient.
3) International Journal Databases include ISI, IEEE, Scopus, PubMed, Web of Science
4) At least one (main) publication must specify the student as the first author and the student's affiliation as "สาขาวิชา/ภาควิชา………………คณะ/วิทยาลัย/สถาบัน…………… มหาวิทยาลัยเชียงใหม่" or "Program/Department of …… Faculty/College/School of ……., Chiang Mai University".
5) Publication must not be in the list of Predatory Publishers.
6) † International journal can be used instead of TCI Tier1 Journal

Thesis Exam Procedure
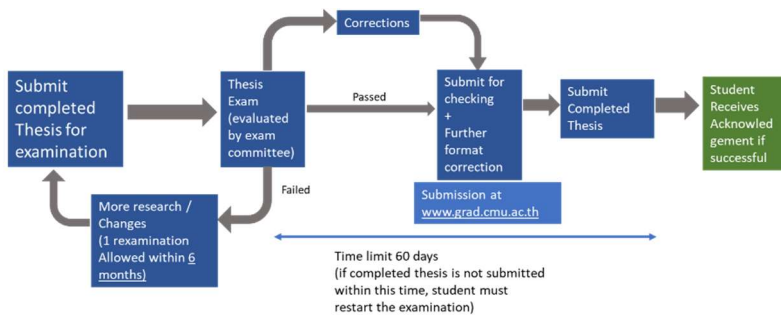
Thesis submitted for examination must be accompanied by a Turnitin plagiarism check report.

Graduation

- A student may apply for graduation if they fulfill all program requirements
- General requirements include
    - Overall GPA ≥ 3.00 (and Field specialized courses GPA ≥ 3.00)
    - Comprehensive examination passed (Master's type 3 and if specified by the program)
    - Thesis examination passed
    - Research publications

Determination and perseverance are key to your success.

Thesis advisor is there to help and guide you in your research. It is important to build and maintain good relationship with the advisor.

A student should make academic plan and discuss their research work with the advisor regularly.

Maintaining your student status

Graduate students maintain their status as students <u>unless</u> they fall under one of the following exceptions.

- Student fails to complete course enrollment or university service enrollment within the allowed period at the start of each semester (1 and 2). Summer semester (3) does not count.
- Student has not earned any credits after 2nd semester. (Except in a Thesis only program)
- Student's thesis proposal has not been approved after 2 years (Master's) or 3 years (Ph.D.)
- Student has failed qualifying exam (Ph.D.), even after re-exam
- Student has failed comprehensive exam (Master's type 3), even after re-exam.
- Reach the end of study period and is unable to extend their study. (5 years for Master's, 6 or 8 years for Ph.D.)
  (*Not counting the leave period for students with code 66xxxxx onwards*)

Importance of CMU email

CMU account login xxx@cmu.ac.th is used for all university and faculty online services such as

- Course enrollment
- Graduate school student portal
- Graduate system (faculty of engineering)
- Receive news and notifications in the CMU mail inbox

Students must check their email inbox regularly. Password should be kept secured.

Contact

EDUCATION SERVICE (FACULTY OF ENGINEERING) งานบริการการศึกษาคณะวิศวกรรมศาสตร์ **Tel: 053 944179** **Website: https://reg.eng.cmu.ac.th** **Facebook :** งานบริการการศึกษา คณะวิศวกรรมศาสตร์ มหาวิทยาลัยเชียงใหม่	**DEPUTY DEAN (FOR ACADEMIC AFFAIRS)** **Email: uttapol.s@cmu.ac.th** **ASSISTANT DEAN (FOR GRADUATE PROGRAMS)** **Email: ukrit.m@cmu.ac.th**
GROUP CONTACT FOR SCHOLARSHIP STUDENTS (2024) TA/RA scholarship students and CMU Presidential Scholarship students 2024 Line open chat Please set your name to Student code	**GROUP CONTACT FOR ALL NEW STUDENTS** All new graduate students in 2024 Line open chat Please set your name to Student code

ENGINEERING
CHIANG MAI UNIVERSITY