



**Graduate School, Khon Kaen University Announcement  
(No. 89/2023)**

**On The Change of Educational Level in Graduate Studies**

-----

To ensure that the process of changing the educational level in graduate studies attains the graduate educational quality standard of Khon Kaen University, by virtue of Section 40 of Khon Kaen University Act B.E. 2558 and the Regulations of Khon Kaen University on Graduate Education Level, B.E. 2566 Article 30. Adhere to the agreement of the Committee Board of Graduate School Meeting at the 11/2023 by circular resolution on June 20, 2023, has therefore issued this announcement as follows:

Clause 1 This announcement shall be called “Graduate School, Khon Kaen University Announcement (No. 89/2023) On The Change of Educational Level in Graduate Studies”

Clause 2 This announcement is effective from the issued date onwards.

Clause 3 The previous Graduate School, Khon Kaen University Announcement (No. 27/2017) on The Change of Educational Level in Graduate Studies is no longer applied.

Clause 4 In this announcement:

“University” refers to Khon Kaen University

“Faculty” refers to any faculty, college, or other unit which offers graduate program.

“Student” refers to a graduate student of Khon Kaen University

“Course” refers to the various academic courses taught in graduate level curriculum.

“Former program” refers to the program in which students were currently enrolled.

“New program” refers to the program in which students wish to change the educational level for.

“The change of educational level” refers to a transition in a student’s status within a program, to either a lower or higher level within the same program.

Clause 5 Qualifications of changing educational level.

5.1 Students enrolled in a master's degree can request to change their educational level to a doctoral program in the same field, or doctoral students can request to change their educational level to a master's program in the same field. All requests must adhere to the regulations of the curriculum.

5.2 In the case of requesting a change of educational level from a master's degree program to a doctoral program, the students must have qualifications as follows:

5.2.1 Being a master’s student in Plan 1 Type A2, who has registered for at least 12 credits with grades A, B+, B, C+, C, D+, D, or F, and achieved a cumulative grade point average (GPA) of not less than 3.50 in the last semester before the Qualifying Examination. Alternatively, being a student in Plan 1, Type A1 with high-potential research that can develop into a doctoral dissertation.

5.2.2 Passing the Qualifying Examination for doctoral students in the certain program.

5.2.3 Having an English proficiency test result according to the Graduate School’s requirements.

5.3 A doctoral student may request to change their educational level to a master's program in the same field of study. The request must adhere to the regulations of the curriculum under the following circumstances:

5.3.1 Did not pass the Qualifying Examination

5.3.2 Did not pass the dissertation proposal defense.

5.3.3 Did not pass the final dissertation defense.

5.3.4 The qualifications do not meet the graduation criteria of a doctoral degree.

Clause 6 Criteria and procedures regarding changing educational level

6.1 The request for a change of educational level for each student can be made only once.

6.2 Credit and course grade transfer

6.2.1 For courses that students have registered in the previous program and are identical to courses in the new program, credit transfer is allowed for every course with a grade of B or S. The grades will be used to calculate the cumulative grade point average.

6.2.2 For courses that students have registered for in the previous program, which are not identical to courses in the new program but share content with some courses in the new program, credit transfer may be considered by the Program Administrative Committee.

6.2.3 The transfer of thesis credits is under the discretion of the Program Administrative Committee of the new program.

### 6.3 Counting the duration of the study

6.3.1 The changing educational levels from a lower-level program to a higher-level program, the duration of study shall be counted according to the duration of the new program. The total duration is counted from the first registration in the former program.

6.3.2 In the case of changing educational levels from a higher-level program to a lower-level program, the duration of study shall be counted according to the duration of the former program. However, the remaining duration of study after the change must not exceed the duration specified by the new program.

6.4 The students who change their educational level will be assigned a new student ID based on the academic year of their initial registration in the former program, and certain parts of the student ID will be adjusted according to the new educational level and new program.

6.5 The change of educational level must be completed before the start of the semester in the new program, and the approval results shall be reported to the Bureau of Academic Administration and Development.

Clause 7 Students wishing to change their educational level must submit a request for the change of educational level with the approval of their advisor, the Program Administrative Committee of the former program, the Program Administrative Committee of the new program, and the Faculty Committee.

Clause 8 The Dean of the faculty which the program is affiliated must approve the change of educational level and shall notify the result to the Graduate School and the Bureau of Academic Administration and Development.

Clause 9 The fees for changing the educational level shall comply with the university's announcement.

Clause 10 The Dean of the Graduate School shall be in charge of this announcement. In case the principles or guidelines are not defined, or if any dispute arises from this announcement, the Dean of the Graduate School has the final authority regarding arbitration, and his/her decision is final.

Announced on June 21, 2023

Signed  
(Assoc. Prof. Kiatichai Faksri)  
Dean of Graduate School