

Application Manual

to Enroll to Study at the Graduate Level

Descriptions of the study plan

Doctoral program

- **Type 1 or Plan 1,** is a study plan focusing on a dissertation. The university may require applicants to take additional courses or do academic activities without counting credits.
- **Type 2 or Plan 2,** is a study plan for applicants to conduct a dissertation and to study some additional courses as specified by the university.

Master's degree program

- Plan A, Form A (1), or Plan 1.1, is an academic plan focusing on a thesis. The university may require applicants to take additional courses or do academic activities without counting credits.
- Plan A, Form A (2), or Plan 1.2, is an academic plan focusing on a thesis. The university may require the applicants to take some additional courses.
- Plan B or Plan 2, is a professional plan that requires the applicants to take courses of study and do Independent Studies.







All applicants must upload the following documents:

A copy of the passport

- **Step 1:** Make a photocopy of your passport.
- **Step 2**: Sign to certify that it is a true copy (by hand).
- **Step 3**: Scan it into a PDF file of A4 size (according to the document size). The file size must not exceed 1 MB and upload it in the application system.

A 1-inch full-face photo (600x800 pixels), not wearing a hat, not wearing dark glasses, taken within the past 6 months (not allowed to use a gown photo)



Example Man



Example Woman

Step 1: Use an image file from a photo store. Save it as a JPG extension file with a size not exceeding 1 MB, then upload it to the application system.

3 Proofs of Education

Doctoral program

1. A copy of the academic report (Transcript) at the master's degree level that has been certified by a Thai embassy (except for Plans 1.2 and 2.2)

2. A copy of the academic report (Transcript) at the bachelor's degree level certified by a Thai embassy.



Master's degree program

A copy of the academic report (Transcript) at the bachelor's degree level certified by a Thai embassy.

- **Step 1:** Make a photocopy of the academic report documents.
- **Step 2:** Sign on the document to certify it is a true copy (by hand).
- **Step 3:** Scan the document and save it as a PDF file in A4 size (according to the document size). The file size should be 1 MB and uploaded into the application system.

Upload some documents

(according to the details attached to the announcement of each field of study.)

A letter of recommendation

written by one of your supervisors, former instructors, or persons who know you very well.

- **Step 1:** Download the letter of recommendation form from the Student Admissions Department when uploading application documents.
- **Step 2**: Fill out the form completely.
- **Step 3:** Scan the completed form into a PDF file of A4 size (according to the size of the document); the file size should be at most 1 MB, and upload it into the admissions system.

2 Interested Research Topics or Concept Paper

- **Step 1:** Type the research topic of interest or Concept Paper
- **Step 2:** Save the document as a PDF file with an image size equal to A4 (according to the document size). The file size should be 1 MB and uploaded into the application system.





3. Applying through the application system

admissions.mju.ac.th/graduate

1 Choose to apply for 1 field of study/application round >> Fill in the application information.

2

(4)

Pay an application fee of 500 baht by scanning a QR Code and pay it via a Mobile Banking Application from any bank (no service fee) within 10:00 p.m. on the last day of application.

3 One day after paying the application fee, upload documents with all fields complete. (If incomplete documents are submitted, they will not be considered, and the applicant is deemed to have waived the right to be selected.)

After sending the documents, it takes 2 - 3 business days for the applicant to check the application documents.

Edit: Make corrections according to the notes specified in the application system. (If not corrected, it will be considered that the applicant has waived their right to be selected.)

Complete: Wait for the announcement of the names of those eligible to take the exam according to the application round.





Fill out application information

Step 1: Login >> at admissions.mju.ac.th/graduate



Step 2: Select the "for English Site" button.

	มบรับสมัครนัก มบัณฑิตศึกษา มหาวิทย				
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Step 3: Select the Apply button.



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Step 4: Select the application period you want to apply for >> Select the level you want to study at.

Home	An other states in the second second		
	Apply	Q Check Apply Status	\$ Tuition Fee (Master)
ound			
ome / Round			
■ Round	: 1/2567 Round	1	
Apply Det	te : 25 Dec 2023 -	20 Feb 2024	
Examinati	ion Eligibility List		
	e : 20 Mar 2024 -	24 Mar 2024	
Exam Dat			
	Result : 12 Apr 20	024	
Announce			

Step 5: Select the field of study you want to apply for >> Choose a study plan

Ho	me 🕼 Apply	Q Check Apply Status	\$ Tuition Fee (Master)	\$ Tuition Fee (Doctoral)		
Prop	gram					
ome .	/ Round / Program					
25						
103	ster Degree					
#	Faculty		Program		Total Seat	Study Plan
			Program Resources Management and De	evelopment	Total Seat 30	Study Plan
	Faculty		and the second sec			Cextra Mileson
#	Faculty Agricultural Production		Resources Management and De		30	Study Plan
# 1 2	Faculty Agricultural Production Agricultural Production		Resources Management and De Geosocial Based Sustainable D		30 25	Study Plan Study Plan

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Step 6: Read the study plan descriptions. >> Choose a study plan >> Select Apply

i Ha	me 🕼 Apply	y Q. Check Apply Status	\$ Tuition Fee (Master)	\$ Tuition	n Fee (Doctoral)		
itu	dy Plan						
ome	/ Round / Program / Stu	dy Plan					
es	ources Manag	ement and Developmer	ıt				
	Exam Date	11 Jun 2024		Time	09.00 A.M.		
	Room	Zoom Meeting Online		Format	Interview		
tu	dy Plan						
	Degree	Faculty	Plan		Description	Study(year)	Apply
¥.			Plan A time A1 (R	egular Program) Description	2	Apply
	Master degree	Agricultural Production	Full A type AT th				
	Master degree Master degree	Agricultural Production	Plan A type A2 (F	Regular Program) Description	2	Apply
2				arterboksel	Description	2	Apply
2	Master degree	Agricultural Production	Plan A type A2 (F	rogram)	Description		
# 1 2 3 4	Master degree Master degree	Agricultural Production	Plan A type A2 (R Plan B (Regular P	rogram) pecial Program	Description	2	Apply

Step 7: Fill in the applicant's information >> Press Confirm >> Press OK.

Home 🕈	Apply	Q Check Apply	Status	\$ Tuition F	ee (Master)	\$ Tuition Fee (Docto	ral)
Register							
Home / Round /	Program / Study Plan	/ Register					
Program							
Round			Faculty				
1/2567 Round	2		Agricultur	al Production			
Degree			Program			Study Plan	
Master degree	1		Resources	Management a	nd Development	Plan A typ	e Al (Regular Program)
Fill out a	pplicant info	ormation					
	_		-				
Passport		Prefix			Name		Surname
Passport No.		Select-	2	*	First Name		Last Name
		E-mail			Ethnicity		Nationality
Mobile phone		E-mail			Ethnicity		Nationality
Mobile phone	no.						
Mobile phone Mobile phone Religion	no.	Birthdate	Month	Year	Status		

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Paying the Application Fee

Step 1: Login >> at admissions.mju.ac.th/graduate



Step 2: Select the "for English Site" button.

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Step 3: Select the Check Apply Status button.

	ADMISSION		ISSIONS	
A Home C Apply Q Check Apply Status \$ Tuition Fee (Mast	<table-of-contents> Home</table-of-contents>	C Apply	Q Check Apply Status	\$ Tuition Fee (Master)

Step 4: Fill in Passport No. >>Choose Sign in.

Home	🕼 Apply	Q Check Apply S	Status	\$ Tuition Fee (Master)	\$ Tuition Fee	(Doctoral)
oply St	atus					
ome / Apply 1						
		Passport No.	Passport			Sign in

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admissions.mju.ac.th/graduate



Step 5: Select the Pay button in the Pay Apply fee list.

#	Step	Status	Remarks
1	Fill out applicant information	Complete	
2	Pay apply fee	X Not paid	Pey
3	Fill out personal information	× Incomplete	Pay apply fee first
4	Fill out education information	X Incomplete	Pleas fill out personal information first
5	Upload apply documents	× Incomplete	Please fill out education infomation first
6	Announcement of Qualified Candidates for Examination		Announce date 7 Jun 2024
7	Announcement Result		Announce date 21 Jun 2024

Step 6: Scan the QR Code to pay the application fee.





B Fill in the Information and Upload Application Documents.

(After paying the application fee for 1 day)

Step 1: Login >> at admissions.mju.ac.th/graduate



Step 2: Select the "for English Site" button.

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หน้าหลัก					

Step 3: Select the Check Apply Status button.

ADMISSION		ISSIONS	
🖷 Home	🕼 Apply	Q Check Apply Status	\$ Tuition Fee (Master)

Step 4: Fill in Passport No >> Press Sign in

Home	🕼 Apply	Q Check Apply	Status	\$ Tuition Fee (Master)	\$ Tuition Fee (Doctoral)	
Apply St	atus					
tome / Apply 1						

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Step 5: Select the Fill out button in the Fill out personal information list.

ŧ	Step	Status	Remarks
1	Fill out applicant information	Complete	
2	Pay apply fee	Paid	Paid 4/9/1481
3	Fill out personal information	× Incomplete	FILL OUT
4	Fill out education information	× Incomplete	Pleas fill out personal information first
5	Upload apply documents	× Incomplete	Please fill out education infomation first
6	Announcement of Qualified Candidates for Examination		Announce date II Apr 2024
7	Announcement Result		Announce date 12 Apr 2024
8	Accept Condition	o	

Step 6: Fill in applicant information >> Press Confirm >> Press OK.

Present Address						
fill out present address						
B Work info & Engl	ish test so	ore				
Work	Occu	pation		Position		
Select	~ occi	upation		job position		
Organization				Office address		
organization				office address		
Experience (year)	Expe	rience (month)		English test score		
Select	¥5	elect	~	Select	~	Confirm



Step 7: Select the Fill out button in the Fill out education information list.

ŧ.,	Step	Status	Remarks
1	Fill out applicant information	Complete	
2	Pay apply fee	Paid	Paid 4/9/1481
3	Fill out personal information	Complete	Edit
4	Fill out education information	× Incomplete	Fill out
5	Upload apply documents	× Incomplete	Please fill out education infomation first
5	Announcement of Qualified Candidates for Examination		Announce date 11 Apr 2024
7	Announcement Result		Announce date 12 Apr 2024
8	Accept Condition	0	

Step 8: Fill in educational information >> Press Save >> Press Back

egree	Graduated year		University	
Select ~	Select	~	University name	
ajor	GPA		Remarks	
Major	GPA.		-	Save

Step 9: Upload all documents >> Press Upload in the Upload Apply documents list.

¥	Step	Status	Remarks
1	Fill out applicant information	Complete	
2	Pay apply fee	Paid	Paid 4/9/1481
3	Fill out personal information	Complete	Edit
4	Fill out education information	Complete	Edit
5	Upload apply documents	× Incomplete	Upload
6	Announcement of Qualified Candidates for Examination		Announce date 11 Apr 2024
7	Announcement Result		Announce date 12 Apr 2024
8	Accept Condition	0	

Step 10: Upload documents by pressing the Choose File button >> Select the prepared file >> Press the Upload button.

Upload File Apply status / Upload file		
Upload Transcri	ot (Master Degree) (File .pdf size not over 2MB)	Beck
Choose File	Choose file from your computer. And then click "Upload"	Upload
	admissions.mju.ac.th says	
	Upload successful	

ŧ	Step	Status	Remarks	
1	Fill out applicant information	Complete		
2	Pay apply fee	Paid	Paid 4/9/1481	
з	Fill out personal information	Complete	Edit	
4	Fill out education information	Complete	Edit	
5	Upload apply documents	× Incomplete	Upload	
6	Announcement of Qualified Candidates for Examination		Announce date 11 Apr 2024	
7	Announcement Result		Announce date 12 Apr 2024	
8	Accept Condition	0		

An Example of All Files Completely Uploaded

	Document	Status	Upload date	Remarks	
	Passport	Waiting for officer to review	10/04/2024 16:37:36		Upload
	Photo	Waiting for officer to review	10/04/2024 16:34:27		Upload
	Transcript (Bachelor Degree)	Waiting for officer to review	10/04/2024 16:39:00		Upload
ţ.	Transcript (Master Degree)	Waiting for officer to review	10/04/2024		Upload

Checking Application Documents

Step 1: Login >> at admissions.mju.ac.th/graduate



Step 2: Select the "for English Site" button.

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น้าหลัก					
ในาหสก บ้าหลัก					

Step 3: Select the Check Apply Status button.

ADMISSION	MJU ADMISSIONS Admission Registration System for Graduate						
🖀 Home	Apply	Q Check Apply Status	\$ Tuition Fee (Master)				

Step 4: Fill in Passport No >> Press Sign in

Home	Apply				
	on these	Q Check Apply 9	Status	\$ Tuition Fee (Master)	\$ Tuition Fee (Doctoral)
Apply Statu					

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Step 5: Check the status of the complete document (Waiting for the announcement of the names of those eligible to take the exam according to the application round)

Step	Status	Remarks
Fill out applicant information	Complete	
Pay apply fee	Paid	Paid 02/22/1481
Fill out personal information	Complete	Edit
Fill out education information	Complete	Edit
Upload apply documents	Complete	
Announcement of Qualified Candidates for Examination	Complete	Y
Announcement Result		Announce date 12 Apr 2024

The document needs to be completed.

Select the Upload button in the Upload Apply documents list.

#	Step	Status	Remarks
1	Fill out applicant information	Complete	
2	Pay apply fee	Paid	Paid 4/9/1481
з	Fill out personal information	Complete	Edit
4	Fill out education information	Complete	Edit
5	Upload apply documents	× Incomplete	Upload
6	Announcement of Qualified Candidates for Examination		Announce date 13 Mar 2024
7	Announcement Result		Announce date 12 Apr 2024
8	Accept Condition	0	

1. Wait for an official to check the documents

Document	Status	Upload date	Remarks	
Passport	Waiting for officer to review	10/04/2024 16:37:36		Upload
Photo	Waiting for officer to review	10/04/2024 16:34:27		Upload
Transcript (Bachelor Degree)	Waiting for officer to review	10/04/2024 16:39:00		Upload
Transcript (Master Degree)	Waiting for officer to review	10/04/2024		Upload

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2. Edit the documents according to the notes. (If not corrected, it will be considered that the applicant has waived their right to be selected.)

	Document	Status	Upload date	Remarks	
1	Passport	Complete	10/04/2024 16:37:36		Close
2	Photo	Complete	10/04/2024 16:34:27		Close
3	Transcript (Bachelor Degree)	Complete	10/04/2024 15:39:00		Close
4	Transcript (Master Degree)	Complete	10/04/2024 16:40:42		Close
5	Recommendation Form Sample file	Please edit	11/04/2024 11:59:04	Edit : to have someone sign and certify it.	Upload

Contact : Student admissions and course public relations department

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