

(TRANSLATION)

## Chulalongkorn University Regulations on Student Examinations, 2021

As it is deemed appropriate to amend the Chulalongkorn University Regulations on Undergraduate Student Examinations, under the powers prescribed in Article 21(2) of the Chulalongkorn University Act BE 2551, the University Council, from meeting #847 on 28 January 2021, has approved the following regulations:

**Article 1.** These regulations are titled “Chulalongkorn University Regulations on Student Examinations, 2021”.

**Article 2.** These regulations are effective as of the day after announcement date onwards.

**Article 3.** All other rules, regulations, announcements, orders, resolutions and other guidelines subsumed in the aforementioned regulations or which either contradict or conflict with these regulations shall be replaced by these regulations.

**Article 4.** In these regulations:

“Student” means student of Chulalongkorn University

“Examination” means taking an examination in an examination room, taking an examination outside of an examination room, taking an examination via electronics means or other methods specified by the instructor to measure or decide the grade result

“Department” means departments or offices where instruction is being performed.

**Article 5.** Course examination is examination to measure the knowledge of a student in that course, which may take the form of a written examination, a performance examination, or other method of measuring the grade.

The semester's schedule for course examinations shall follow the schedule announced by the university or department prior to the examinations for the semester.

The schedule for course examinations during the semester shall be under discretion of the instructor, program administrative board, or department administrative board.

Course examinations in paragraph 2 or paragraph 3 must be notified to students in advance at the start of the semester or summer session. If there are subsequent changes, these must be notified to students in advance as soon as possible.

**Article 6.** For any course with multiple instructors, the department shall specify one instructor as the coordinator for that course.

**Article 7.** The department administrative board shall appoint an examination board for the academic year, consisting of a chairman, an appropriate number of board members, and the academic director of the department shall serve as secretary. An assistant secretary may also be appointed.

**Article 8.** The examination board for the academic year has the following authorities and duties:

(1) Specify a person to perform the duties of conducting and controlling the examinations, and present to the head of the department to appoint as a subcommittee member or an official

(2) Oversee student examinations to be in an orderly fashion as specified in announcements by the university or the department

(3) Make a decision over occurring problems relating to the examination and present to the department administrative board to consider

(4) Specify practices for organizing examinations in courses where the instructors are organizing the examination themselves.

(5) Perform other duties assigned by the department administrative board.

**Article 9.** For any examination organized by the instructor themselves outside of the examination schedule announced by the university or the department, the instructor shall request approval from the head of the department within 4 weeks after the start of a semester, or two week after the start of a summer session.

If the examinations in the first paragraph are organized via electronic means, the instructor must notify the format, tools, and programs used for the examination to the students in advance no less than two weeks before the examination. If there is necessity as specified by the

examination board of the semester, it may be notified to the students no less than two days in advance, or the examination may be postponed.

**Article 10.** In case of emergency or other extreme circumstances that prevent the examination from being conducted as scheduled, or there are reasons to suspect there has been cheating in the examination, the chairman of the examination board for the academic year shall make a decision to issue appropriate orders, considering the effectiveness and fairness in conducting the examination.

**Article 11.** Students are required to have registered for a course to take its examination, unless those responsible for the course allow students to take the examination, and must follow the university or department announcements.

**Article 12.** During examinations both inside and outside of an examination room, the students and the officials controlling the examinations shall perform as specified in university or department announcements, or as specified by the instructor.

During individual examinations, at minimum, the student must be forbidden from receiving assistance to obtain the answers in any form from other persons, forbidden from having other persons take the examination, forbidden from assisting other persons taking the examination, and forbidden from copying the examination, answers, or approaches to answering, except where permitted.

**Article 13.** In the case of difficulties during the examination, the student shall contact the official controlling the examination immediately.

**Article 14.** The University President shall maintain these regulations

The University President shall be authorized to issue university announcements, or allow the department administrative board to issue department announcements, to perform actions relation to student examinations as per these regulations.

In case that interpretation is necessary, or in case there are issues complying with these regulations, the University President shall make the final decision or issue commands as necessary

## Temporary Provisions

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**Article 15.** The Chulalongkorn University Announcement on Conduct of Officials Controlling Examinations, 1982, and its amendments shall be enforced mutatis mutandis until further announcements thereof.

Announced on 12 March 2021  
(Professor Emeritus Phirom Kamolratanakul, MD)  
Chairman of University Council

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