

# KMITL ACADEMIC REGULATIONS FOR UNDERGRADUATE STUDY

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# KMITL Academic Regulations (2016 revision)

- Each of you is given an English translation of
  - ▣ **KMITL Academic Regulations for Undergraduate Study (2016 Revision)**
  - ▣ **KMITL Academic Regulations for Graduate Study (2016 Revision)**
- This presentation highlights some important items from the regulations for undergraduate study.
- Graduate students are advised to study the regulations for graduate study from the document provided.

# Disclaimer

- The information in this presentation is my own incomplete summary of KMITL Academic Regulations for Undergraduate Study (2016 Revision) and may not be regarded as a substitute for the latter document.
- Should there be any discrepancy between the information in this presentation and that in the Regulations document, the latter shall prevail.

# Programs and Study Periods

- In most undergraduate (UG) programs, the **prescribed study period is 4 years.**
  - ▣ This excludes the 6-year Medicine program and some 5-year Architecture programs.
- If you take and pass all the courses according to the **recommended study plan** and satisfy the graduation requirements, you will be able to graduate within prescribed study period, i.e. 4 years.
- The **maximum study period is twice** the prescribed study period, i.e. **8 years** for most UG programs.

# Recommended Study Plans

- Each program provides the **recommended study plans** which tell what courses the students in the program should take in each semester.
  - ▣ You can find the recommended study plans of your program in the program specification or by consulting the staff members in charge of your program of study.
- \*\*\* If you don't take courses according to the recommended study plans, you might **not** be able to graduate within the prescribe study period.

Year 1 Semester 1

Code	Course Title	Credits
13006007	Calculus 1	3 (3-0-6)
13006107	Introduction to Computers and Programming	4 (3-2-7)
13006108	Basic Electricity and Electronics	3 (2-2-5)
13006208	Academic English 1	3 (3-0-6)
13006301	Introduction to Logic	3 (3-0-6)
13016235	C Programming	3 (3-0-6)
13016236	C Programming Laboratory	1 (0-3-2)
	Total	20

Year 1 Semester 2

Code	Course Title	Credits
13006008	Calculus 2	3 (3-0-6)
13006209	Academic English 2	3 (3-0-6)
130063__	Elective in Humanity	3 (x-x-x)
13016105	Discrete Mathematics	3 (3-0-6)
13016204	Digital Circuit and Logic Design	3 (3-0-6)
13016205	Digital Circuit Laboratory	1 (0-3-2)
13016209	Object-Oriented Concepts and Programming	3 (3-0-6)
13016210	Object-Oriented Programming Laboratory	1 (0-3-2)
	Total	20

# Courses, Credits, and Prerequisites

- Each course has an associated number of **credits**. The grade for a course with a higher credit contributes more to your cumulative GPA.
- Also, some course may specify **prerequisite courses** which you must pass before being allowed to that course.
- You can find the above details for each course from the program specification or from the class timetable provided on the website of the Office of the Registrar.



# Courses, Credits, and Prerequisites

**13006007      Calculus 1      3 (3-0-6)**

**Prerequisite:** None

Limits and continuity; Differentiation and its applications; Integration and its applications; Transcendental functions; Techniques of integration; Improper integrals.

**13006008      Calculus 2      3 (3-0-6)**

**Prerequisite:** 13006007 Calculus 1

Sequences and series of real numbers; Power series; Three-dimensional space; Vector-valued functions of one variables; Functions of several variables; Partial derivatives; Polar coordinate system; Double integrals; Introduction to Differential Equations.

# Grades

- For most courses, the grades you obtain are used in the calculation of your GPA. In this case, the possible grades are:

Grade Letter	Grade Value	Description
A	4.0	Excellent
B+	3.5	Very good
B	3.0	Good
C+	2.5	Fairly good
C	2.0	Fair
D+	1.5	Poor
D	1.0	Very poor
F	0.0	Failed

# Grades

- For some courses (such as summer internships), the results are not used in the calculation of your GPA. In this case, the possible grades are:

Grade Letter	Description
S	Satisfactory
U	Unsatisfactory

# GPS (Semester Grade Point Average)

- Your **Semester Grade Point Average (GPS)** of a semester is the weighted average of your grades for all the courses you took in that semester.

Course	Credit	Grade	Grade Value	Credit x Grade
Foundation English	6	C+	2.5	15
Mathematics 1	3	F	0	0
Introduction to Logic	3	B+	3.5	10.5
Intro. to Computers and Prog.	3	C	2	6
C Programming	3	D	1	3
C Programming Lab	1	A	4	4
<b>Total</b>	<b>19</b>			<b>38.5</b>

$$\begin{aligned}\text{GPS} &= 38.5 / 19 \\ &= 2.026\dots \\ &\approx 2.02\end{aligned}$$

# GPA and Program GPA

- At the end of a semester,
  - ▣ **Your GPA (Cumulative Grade Point Average)** is the weighted average of your grades for all the courses taken so far;
  - ▣ **Your Program GPA** is the weighted average of your grades for all the courses taken so far but **excluding the courses that are not part of the program requirements.**
- Your GPA and your Program GPA may be **different** if you take some courses that are extra to what required by the program.
  - ▣ For example, suppose the program requires 2 free electives, but you take 3 courses as your free electives, then only the 2 courses with the higher grades are counted in your Program GPA.

# Probation and Retired Status

- At any time, if your **GPA is below 2.00**, you will be under **probation** status.
- If, in the previous semester **you were under probation** and **your GPS for the current semester is below 2.00**, you will be “retired”, i.e. your status as a student will be terminated.
- You will **no longer be under probation** when your **GPA becomes 2.00 or higher**.

# F and U

- If you obtain **F or U** for a required course, you must take that course again (called **re-grade**) until you pass the course.
- You can also opt to **re-grade** any course that you obtained a grade D or D+.
- Your **original grade** for the course **and the results of all subsequent re-grades** are **counted** towards your GPA.

# Course Withdrawal

- You are allowed to **withdraw** (aka “**drop**”) a course during the **course withdrawal period**. In this case, the withdrawn course will not be shown on your transcript.
- You are required to **consult your academic advisor and the instructor** of the course before you proceed the withdrawal.
- If the course you have withdrawn is a prerequisite of another course in a subsequent semester, you will **not** be allowed to register the latter course.



# Final Exam and Class Attendance

- You **are required to take the final exam** for each course you are taking, otherwise you would get **grade F** for that course.
- In each course, if you **attend less than 80% of all the class sessions**, you may **not be allowed to take the final exam** and will be given the grade F.
- If you are **unable to take the final exam** for **one of the following reasons**,
  - ▣ Illness or accident (must provide a medical certificate)
  - ▣ Entering monkhood at a funeral
  - ▣ Serious illness or death of a parent, a legal guardian, a brother and a sister (must provide supporting evidence)

you may make a **request to withdraw the course** outside the course withdrawal period.

# Plagiarism and Exam Cheating

- **Plagiarism** is the practice of taking someone else's work or ideas and passing them off as your own.
- **Cheating in an exam** refers to any actual, intended, or attempted deception or dishonest action during an exam.

**KMITL has zero-tolerance towards to plagiarism and exam cheating.**

# Semester Leave

- If, for one of the reasons below, you have had difficulties in coming to study, you may request for a **semester leave**:
  - ▣ Illness (must provide a medical certificate from a hospital)
  - ▣ Accident requiring a recovery period of 20 days or longer
  - ▣ Military duty
  - ▣ Being awarded a scholarship to join a study-abroad program
- A leave request must be submitted to the Office of Registrar for approval within the period specified in the Academic Calendar.

# Transfer of Credits from Prior University Study

- If you studied some courses at a university level prior to entering your current UG program at KMITL, you may be able **to transfer those courses and the grades you obtained** to your current program of study.
- Grades of the transferred courses are **not counted** toward the GPA.
- Credit transfer request must be submitted and approved within the period specified by the Office of the Registrar.
- Consult the *Regulations* or the Office of the Registrar for guidance.

# Graduation

- **Requirements for graduation:**
  - **Pass all the courses** as specified by the program
  - Final GPA and Program GPA are **no less than 2.00**
  - **No outstanding debts** with the University
  - Has the **personal qualities** that make you deemed suitable to be a graduate of KMITL (see *Regulations* for details)
  - Satisfy **other requirements** specified by the program or the faculty/college

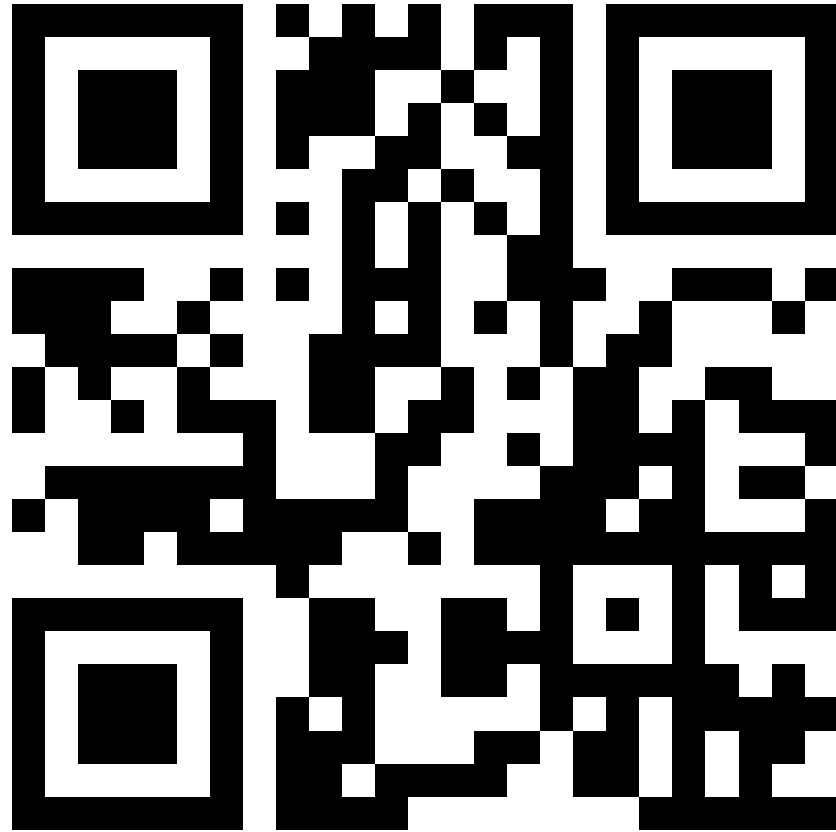
# Honors

- To obtain **an honor** when graduated, the following conditions apply:
  - ▣ Complete the program within the prescribed study period (**not** counting the period of exchange study/internship abroad that has been approved by the Office of the Registrar)
  - ▣ Never obtained grades F or U
  - ▣ Never re-graded
  - ▣ Never been asked to take a leave because of late registration

# Honors

- Conditions for **First Class Honors with a Gold Medal:**
  - ▣ Final GPA and Program GPA of **at least 3.75**
  - ▣ Has the **highest Program GPA** among all the graduates the program
  - ▣ Did **not transfer any course** from other institutions
  
- Conditions for **First Class Honors:**
  - ▣ Final GPA and Program GPA of **at least 3.50**
  - ▣ Did **not transfer any course with a grade below B** from other institutions
  
- Conditions for **Second Class Honors:**
  - ▣ Final GPA and Program GPA of **at least 3.25**
  - ▣ Did **not transfer any course with a grade below B** from other institutions

# Good Luck!



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