(Copy)

Announcement from Prince of Songkla University, Phuket Campus

Subject: Student Preparation in academic year 2018

As Prince of Songkla University has announced the names of the students who are eligible to enroll at Phuket Campus in academic year 2018, the following details are specified to ensure that the new students are well prepared.

1. Report Change of Address (Students residing in Thailand only)

To abide by the Phuket Announcement; Subject: To report a change of address in accordance with the Civil Registration Law dated 28 January B.E. 2541; and the Civil Registration Act B.E. 2543, as well as to consider the students' rights such as voting; requesting for an identity card; a health insurance card; and a copy of a house registration, Prince of Songkla University requires all eligible enrolled students to report a change of address at the district office, where their house registration issued, as follows:

Male students	report change of address to:
	80/1 Moo 1, Vichitsongkram Road, Tambon Kathu, Ampher Kathu, Phuket
Female students	report change of address to:
	80/2 Moo 1, Vichitsongkram Road, Tambon Kathu, Ampher Kathu, Phuket

Then the eligible enrolled students should keep a copy of their change of address form and submit two original copies of the change of address form to Division of Student Affairs, second floor, Office of the President, Phuket Campus, between now and on 15th September 2018.

Eligible enrolled students who wish to apply for a student loan (Kor. Yor. Sor.) must register to confirm their application via www.studentloan.or.th before reporting a change of house registration; otherwise their application might be affected.

For more information, contact Division of Student Affairs, Phuket Campus: Tel 0 7627 6531 and 0 7627 6061

2. Record a Personal Profile

To ensure that students' personal profiles are complete and accurate, Prince of Songkla University requires students to record their own personal profile via **www.psu1-2.psu.ac.th** from **1st July – 4th August 2018**, and print out a report to submit to a staff member on a reported day.

Those who fail to record their own personal profile accurately and completely within a required date will not be allowed to register as a student of the university.

For more information, contact the Registration Office: Tel 0 7627 6023-7.

3. Payment and registration

Students can pay tuition fees. **During July 2nd - 31th, 2018**, students can study the payment process at **http://www.phuket.psu.ac.th/registra** (Students who pay tuition fees if you do not enrollment or resign from being a student The University reserves the right not to refund this)

For more information, contact the Registration Office: Tel 0 7627 6023-7.

4. Student's Preparation

Faculty/Department	Date/Time	Content	Venue
Hospitality and Tourism	<u>1st round</u> 11 June - 9 August 2018	Activities / Academic preparation	To be notified later.
	<u>2nd round</u> 16 July - 9 August 2018	Activities / Academic preparation	To be notified later.
Technology and Environment	18 June - 26 July 2018	Activities / Academic preparation	To be notified later.
International Studies	16 - 25 July 2018	Activities / Academic	To be notified later.

		preparation	
College of Computing /Computer Engineering	26 July - 8 August 2018	Activities / Academic preparation	To be notified later.

For more information, contact Faculty of Hospitality and Tourism E-Mail: academicoffice.staff@gmail.com and Tel 0 7627 6825-6; Faculty of Technology and Environment: Tel 0 7627 6106; Faculty of International Studies: Tel 0 7627 660 0; College of Computing /Department of Computer Engineering: Tel 0 7627 6562.

5. English Proficiency Test (TOEIC)

Faculty	Date/Time	Item	Venue
Hospitality and Tourism	1st round 11 June 2018 2nd round 16 July 2018	Pre-Test TOEIC	To be notified later.
	1st round 29 June 2018 2nd round 4 August 2018	Post-Test TOEIC	To be notified later.
International Studies	30 July 2018	TOEIC Placement Test	Auditorium
College of Computing /Computer Engineering	15 August 2018	English Test (Tell Me More)	To be notified later.

To register for the TOEIC, students are required to bring a student's identity card and a citizen's identity card (international students use a passport instead of a citizen's identity card). If students fail to present any document, they will not be allowed to take the test.

6. Student's Report

Faculty/Department	Date/Time	Venue
Hospitality and Tourism	7 August 2018/ 1.30-3.30 PM	Chaofa Meeting Room, 5th floor, Office of the President
Technology and Environment	8 August 2018/ 11.00-12.00 AM	
International Studies	7 August 2018/ 9.00-11.00 AM	
College of Computing	9 August 2018/ 9.00-11.00 AM	

/Computer Engineering		

documents required are as follows :

1. A report print out via www.psu1-2.psu.ac.th   1 copy
2. Copy of a citizen's identity card (international students use a copy passport instead of a citizen's identity card)   1 copy
3. Copy of House Registration (Students residing in Thailand only)   1 copy
4. Copy of Transcript / Degree   2 copies

All documents please write a student identity number and program of study on it.

Read more information from the enclosure, and contact the Registration Office: Tel 0 7627 6023-7 for more information.

Students who cannot report to the university on the due date must submit a written explanation within 7 days of the due date. Otherwise, these students will be considered to have renounced their enrolment. In addition, if students fail to report to the university within 14 days after the due date, their enrolment will be terminated in any case.

7. Student's Identity Card (PSU ATM ID CARD)

Faculty/Department	Date/Time	Venue
Hospitality and Tourism	7 August 2018/ 1.30-3.30 PM	Chaofa Meeting Room, 5th floor, Office of the President
Technology and Environment	8 August 2018/ 11.00-12.00 AM	
International Studies	7 August 2018/ 9.00-11.00 AM	
College of Computing /Computer Engineering	9 August 2018/ 9.00-11.00 AM	

Documents required are as follows:

1. 1-inch-sized photo of a student wearing a uniform   1 copy
2. Copy of a citizen's identity card (for thai student) or copy of passport (for foreigner student) 2 copies

All documents please write a student identity number and program of study on it.

For more information, contact the Registration Office: Tel 0 7627 6023-7.

8. Ask for Advisors' Approval to Registration

Faculty/Department	Date/Time	Venue
Hospitality and Tourism	-	-
Technology and Environment	8 August 2018/ 1.00 PM onwards	To be notified later.
International Studies	8 August 2018/ 11.00 - 12.00 AM	To be notified later.
College of Computing /Computer Engineering	9 August 2018/ 3.30 - 5.00 PM	To be notified later.

9. Online Registration (Via student information system: sis.phuket.psu.ac.th)

Faculty/Department	Date/Time
Hospitality and Tourism	9 August 2018
Technology and Environment	Via : sis.phuket.psu.ac.th
International Studies	And see detail via :
College of Computing /Computer Engineering	www.phuket.psu.ac.th/registra/calendar.php

10. Student Orientation

Faculty/Department	Date/Time	Venue
Hospitality and Tourism	7 August 2018/ 9.00-12.00 AM	Auditorium
Technology and Environment	8 August 2018/ 9.00-10.00 AM	Chaofa Meeting Room
International Studies	8 August 2018/ 9.00-11.00 AM	To be notified later.
College of Computing /Computer Engineering	9 August 2018/ 1.30-3.30 PM	To be notified later.

11. Student Orientation

Student orientation for all faculties will be held **on Friday 10 August 2018** , Chaofa Meeting Room, 5th floor, Office of the President, Phuket Campus.

For more information, contact Division of Student Affairs, Phuket Campus: Tel 0 7627 6061.

12. Funding

Prince of Songkla University provides a variety of funding such as scholarships for less fortunate students, scholarships from the private sector and foundations, up to approximately 50 scholarships per year. Students can contact Division of Student Affairs on the 2nd floor of the

Office of the President, Phuket Campus for more information. The funding will be considered after the beginning of the semester. A schedule will be notified later. Students who wish to apply for student loans (Kor. Yor. Sor.) are required to register online via www.studentloan.or.th before reporting a change of address, or else their application might be affected.

For more information, contact Division of Student Affairs, Phuket Campus: Tel 0 7627 6061.

13. Medical Services

Prince of Songkla University provides medicine and medical supplies for all students at the infirmary, Phuket Campus, on the 1st floor of the Lecture Centre (Building 6). Furthermore, the university provides health insurance so that students can obtain medical treatment in any public hospital in Phuket. As well, personal accident insurance is provided for all students.

For more information, contact Division of Student Affairs: Tel 0 7627 6061.

14. Student Uniform

To honour the university's regulations and show respect for the condition of being a student of Prince of Songkla University, as well as to be economical, students are required to wear a uniform to class regularly, and on particular occasions. The following are details of the uniforms and accessories required.

Female students

1. White shirt with no designs, not transparent, respectable and not too close-fitting. No pictures or printed words. Shirt-tail worn inside skirt. The ends of short sleeves must be above the chest. Please wear the badge and buttons of the university.
2. Navy blue or dark skirt, opaque, no designs or lace, must be at least knee-length.
3. Black or brown leather belt with the symbol of the university on a buckle.
4. Dark or white respectable court shoes, no sandals

Male students

1. White shirt with no designs or pictures or printed words, shirt tail worn inside trousers
2. Dark, formal trousers.

3. Black or brown leather belt with the symbol of the university on a buckle.

4. Dark formal shoes with no designs. Dark socks. No sandals.

Student outfits for specific occasions

Students are allowed to wear some outfits that are convenient for them when having a workshop. This is to abide by faculty's or program's regulations. Shirts, skirts, and trousers are sold at the male student dormitory while badges and T-shirts for student activities are sold at the female student dormitories 1 and 2 from now onwards.

For more information, contact Division of Student Affairs, Phuket Campus: Tel 0 7627 6532; and Office of the Female Students' Dormitories 1,2: Tel 0 7624 8006-20.

Any previous announcements are superseded by this announcement with immediate effect from 1ˢᵗ April 2013. This announcement shall hereafter be considered to have been officially notified to all.

Signed: _ _ __ _ _ _ Rattana   Wetprasit _ _ _ _ _ _ _

(Asst. Prof. Dr. Rattana   Wetprasit)

Vice President for Academic Affairs and Graduate Studies, Phuket Campus