

Application Manual

to Enroll to Study at the Graduate Level

1. 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.



2. Document preparation

To apply for further study,

All applicants must upload the following documents:

1 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.

2 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.)

1 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.

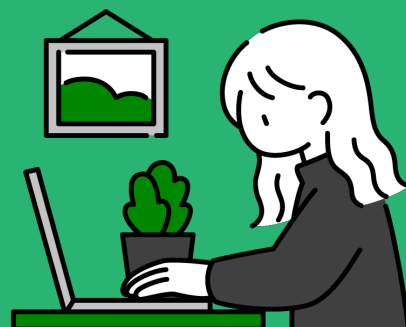
3. Applying through the application system

admissions.mju.ac.th/graduate

- 1 Choose to apply for 1 field of study/application round >> **Fill in the application information.**
- 2 **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.)
- 4 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.

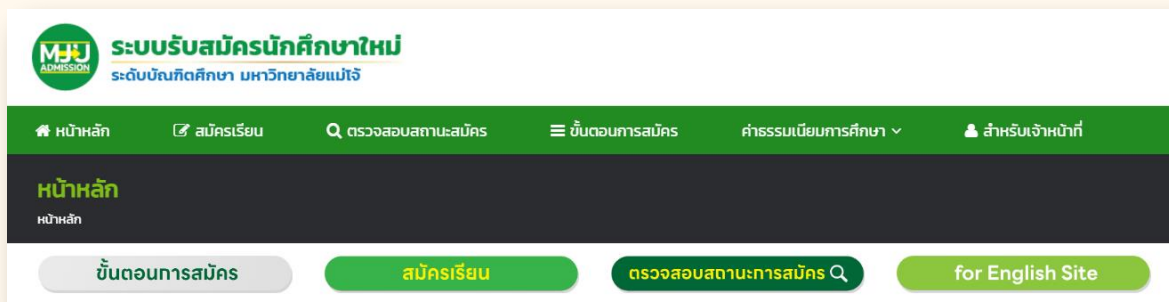


1 Fill out application information

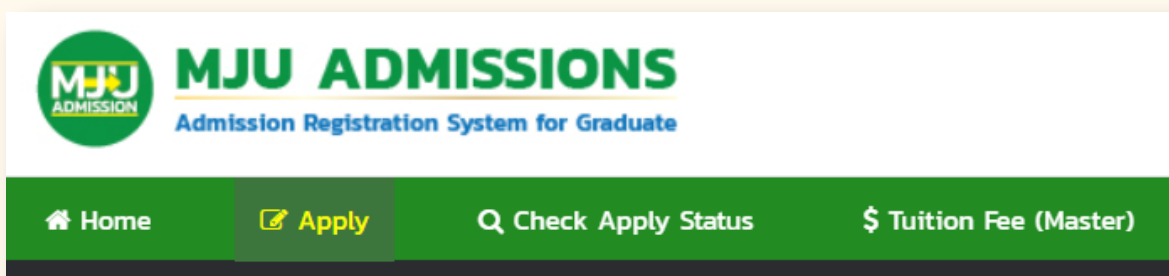
Step 1: Login >> at admissions.mju.ac.th/graduate



Step 2: Select the “for English Site” button.



Step 3: Select the Apply button.



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

MJU ADMISSIONS
Admission Registration System for Graduate

Home Apply Check Apply Status \$ Tuition Fee (Master)

Round
Home / Round

Round : 1/2567 Round 1

Apply Date : 25 Dec 2023 - 29 Feb 2024
Examination Eligibility List : 13 Mar 2024
Exam Date : 20 Mar 2024 - 24 Mar 2024
Announce Result : 12 Apr 2024
Pay Tuition Fee : 1 May 2024 - 5 May 2024
Remarks : -

Announcement Master Degree Doctoral Degree Result

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

MJU ADMISSIONS
Admission Registration System for Graduate

Home Apply Check Apply Status \$ Tuition Fee (Master) \$ Tuition Fee (Doctoral)

Program
Home / Round / Program

Master Degree

| # | Faculty | Program | Total Seat | Study Plan |
|---|-------------------------|---|------------|----------------------------|
| 1 | Agricultural Production | Resources Management and Development | 30 | Study Plan |
| 2 | Agricultural Production | Geosocial Based Sustainable Development | 25 | Study Plan |
| 3 | Agricultural Production | Soil Science | 10 | Study Plan |
| 4 | Agricultural Production | Horticulture | 6 | Study Plan |
| 5 | Agricultural Production | Agricultural Interdisciplinary | 4 | Study Plan |

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

MJU ADMISSIONS
Admission Registration System for Graduate

Home Apply Check Apply Status Tuition Fee (Master) Tuition Fee (Doctoral)

Study Plan
Home / Round / Program / Study Plan

Resources Management and Development

Exam Date: 11 Jun 2024 Time: 09.00 A.M.
Room: Zoom Meeting Online Format: Interview

Study Plan

| # | Degree | Faculty | Plan | Description | Study(year) | Apply |
|---|---------------|-------------------------|----------------------------------|-------------|-------------|-------|
| 1 | Master degree | Agricultural Production | Plan A type A1 (Regular Program) | Description | 2 | Apply |
| 2 | Master degree | Agricultural Production | Plan A type A2 (Regular Program) | Description | 2 | Apply |
| 3 | Master degree | Agricultural Production | Plan B (Regular Program) | Description | 2 | Apply |
| 4 | Master degree | Agricultural Production | Plan A type A1 (Special Program) | Description | 2 | Apply |
| 5 | Master degree | Agricultural Production | Plan A type A2 (Special Program) | Description | 2 | Apply |
| 6 | Master degree | Agricultural Production | Plan B (Special Program) | Description | 2 | Apply |

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

MJU ADMISSIONS
Admission Registration System for Graduate

Home Apply Check Apply Status Tuition Fee (Master) Tuition Fee (Doctoral)

Register
Home / Round / Program / Study Plan / Register

Program

Round: 1/2567 Round 2 Faculty: Agricultural Production
Degree: Master degree Program: Resources Management and Development Study Plan: Plan A type A1 (Regular Program)

Fill out applicant information

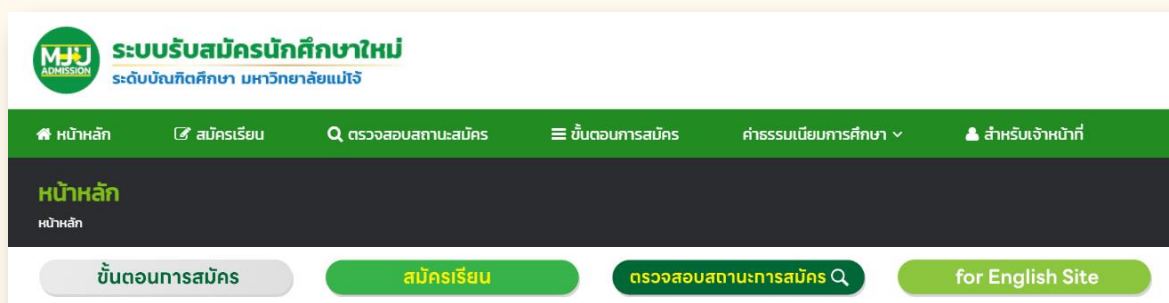
Passport: Passport No. Prefix: --Select-- Name: First Name Surname: Last Name
Mobile phone: Mobile phone no. E-mail: E-mail Ethnicity: Ethnicity Nationality: Nationality
Religion: --Select-- Birthdate: Sel Month: Sel Year: Sel Status: Select Confirm

2 Paying the Application Fee

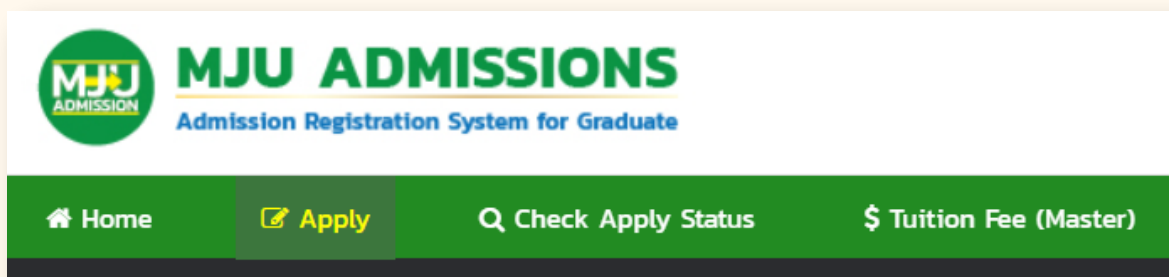
Step 1: Login >> at admissions.mju.ac.th/graduate



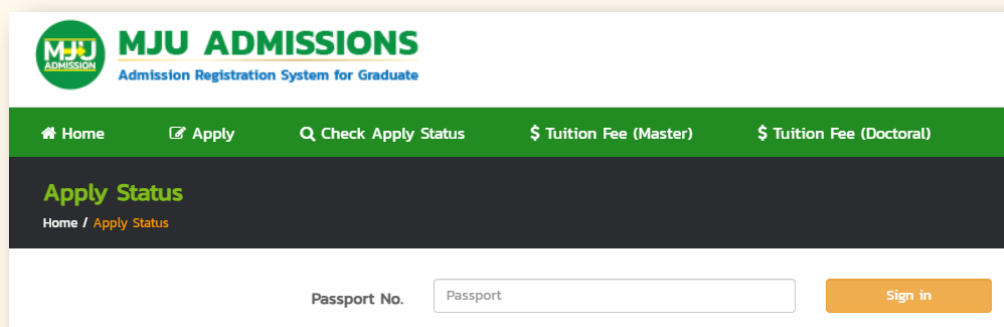
Step 2: Select the “for English Site” button.



Step 3: Select the Check Apply Status button.



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



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

| ≡ Apply Step | | | |
|--------------|--|--------------|---|
| # | Step | Status | Remarks |
| 1 | Fill out applicant information | ✓ Complete | |
| 2 | Pay apply fee | ✗ Not paid | Pay |
| 3 | Fill out personal information | ✗ Incomplete | Pay apply fee first |
| 4 | Fill out education information | ✗ Incomplete | Please fill out personal information first |
| 5 | Upload apply documents | ✗ Incomplete | Please fill out education information 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.


Scan QR Code Via Mobile Banking Only

Payment methods

Via Mobile Application

Scan QR Code via Mobile banking



Ref1 :

Ref2 :

Amount 500 Baht

Name

Payment must be made before
10:00PM only.

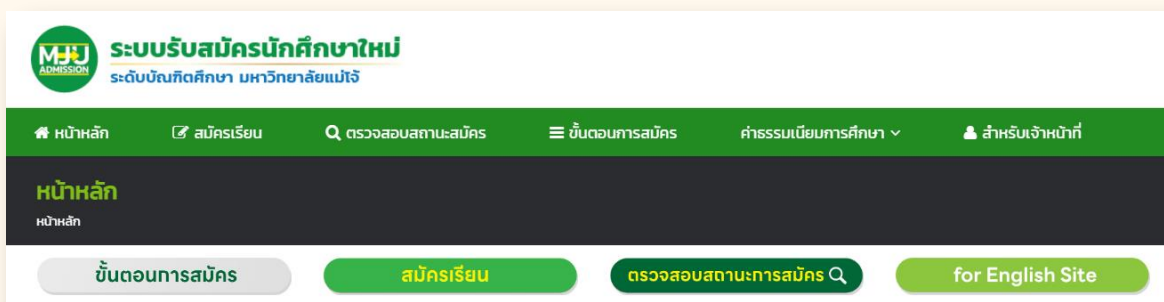
3 Fill in the Information and Upload Application Documents.

(After paying the application fee for 1 day)

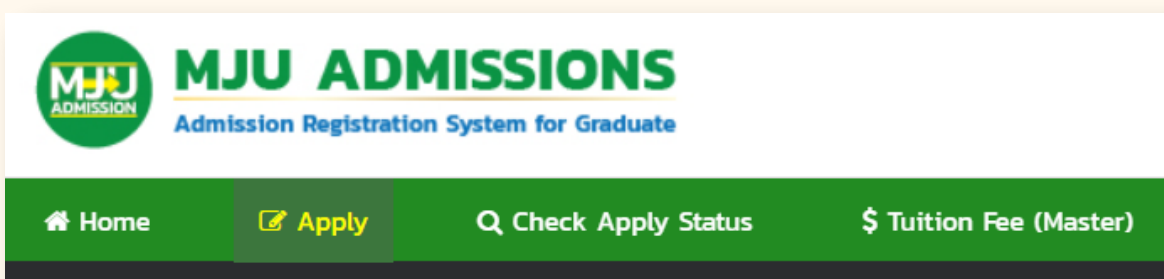
Step 1: Login >> at admissions.mju.ac.th/graduate



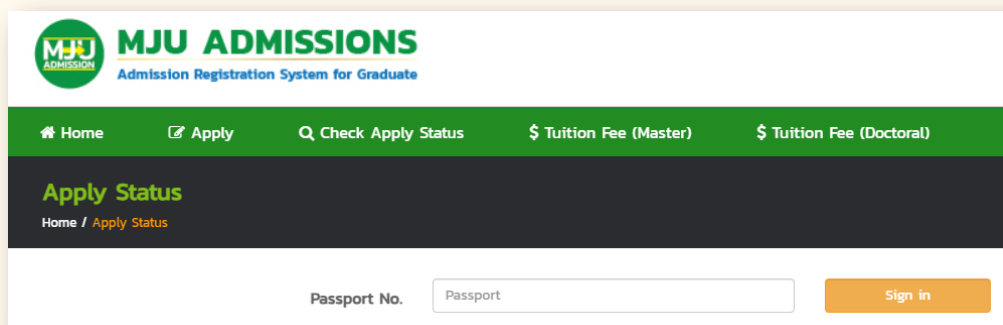
Step 2: Select the “for English Site” button.



Step 3: Select the Check Apply Status button.




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




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

| Apply Step | | | |
|------------|--|--------------|--|
| # | 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 11 Apr 2024 |
| 7 | Announcement Result | | Announce date 12 Apr 2024 |
| 8 | Accept Condition | 0 | |

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


Address
Back

Present Address


Work info & English test score

Work

Occupation

Position

Organization

Office address

Experience (year)

Experience (month)

English test score

Confirm

admissions.mju.ac.th says

Data saved.

OK

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

| Apply Step | | | |
|------------|--|--------------|---|
| # | 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 information first |
| 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 8: Fill in educational information >> Press Save >> Press Back

Education Background Back

Degree

--Select--

Graduated year

--Select--

University

University name

Major

Major

GPA

GPA

Remarks

-

Save

No data

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

| Apply Step | | | |
|------------|--|--------------|---------------------------|
| # | 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 Transcript (Master Degree) (File .pdf size not over 2MB)
Back

Choose File...

Choose file from your computer. And then click "Upload"

Upload

admissions.mju.ac.th says
 Upload successful
OK

| Apply Step | | | |
|------------|--|--------------|---------------------------|
| # | 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 | |

An Example of All Files Completely Uploaded

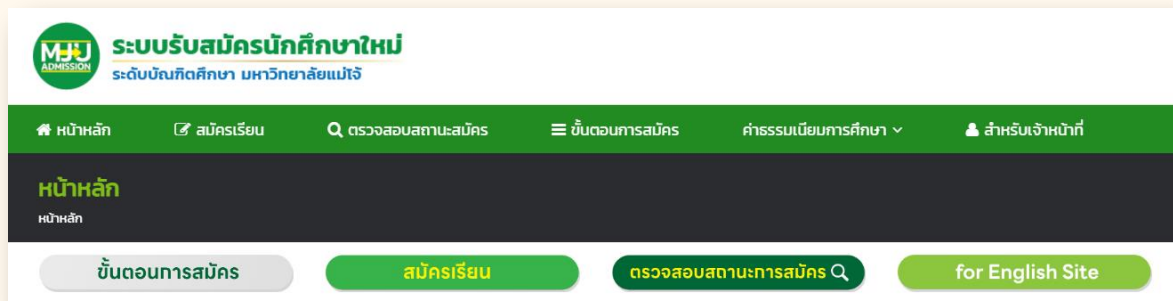
| Upload file | | | | | |
|-------------|------------------------------|-------------------------------|---------------------|---------|---------------------|
| # | Document | Status | Upload date | Remarks | |
| 1 | Passport | Waiting for officer to review | 10/04/2024 16:37:36 | | Upload |
| 2 | Photo | Waiting for officer to review | 10/04/2024 16:34:27 | | Upload |
| 3 | Transcript (Bachelor Degree) | Waiting for officer to review | 10/04/2024 16:39:00 | | Upload |
| 4 | Transcript (Master Degree) | Waiting for officer to review | 10/04/2024 16:40:42 | | Upload |

4 Checking Application Documents

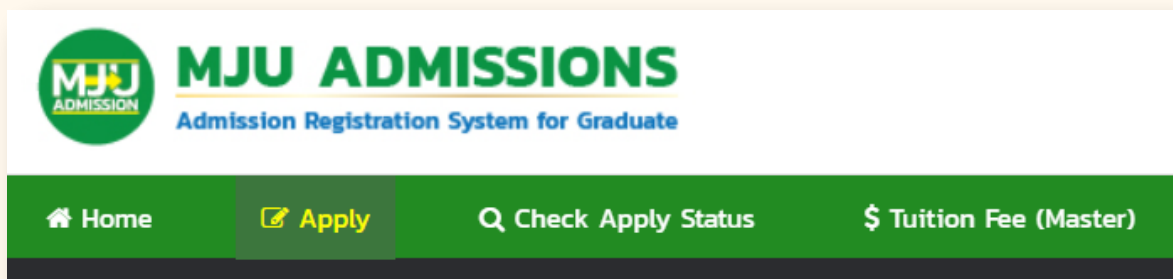
Step 1: Login >> at admissions.mju.ac.th/graduate



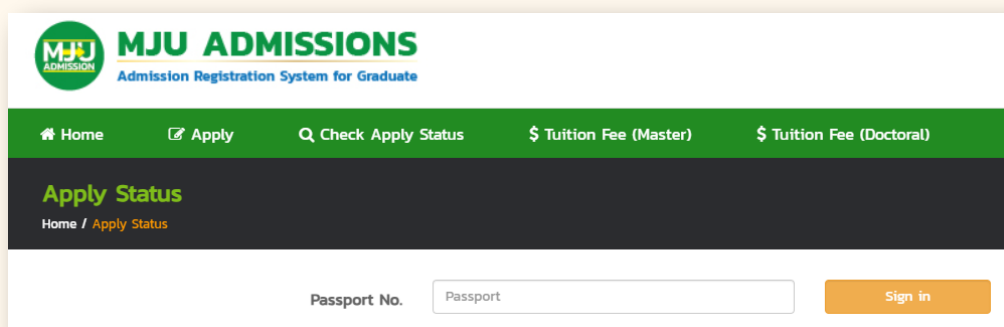
Step 2: Select the “for English Site” button.



Step 3: Select the Check Apply Status button.



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



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)

Apply Step

| # | Step | Status | Remarks |
|---|--|------------|---------------------------|
| 1 | Fill out applicant information | ✔ Complete | |
| 2 | Pay apply fee | ✔ Paid | Paid 02/22/1481 |
| 3 | Fill out personal information | ✔ Complete | Edit |
| 4 | Fill out education information | ✔ Complete | Edit |
| 5 | Upload apply documents | ✔ Complete | |
| 6 | Announcement of Qualified Candidates for Examination | ✔ Complete | Y |
| 7 | Announcement Result | | Announce date 12 Apr 2024 |

The document needs to be completed.

Select the **Upload** button in the Upload Apply documents list.

Apply Step

| # | 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 13 Mar 2024 |
| 7 | Announcement Result | | Announce date 12 Apr 2024 |
| 8 | Accept Condition | 0 | |

1. Wait for an official to check the documents


Upload file [Back](#)

| # | Document | Status | Upload date | Remarks | |
|---|--|-------------------------------|---------------------|---------|------------------------|
| 1 | Passport | Waiting for officer to review | 10/04/2024 16:37:36 | | Upload |
| 2 | Photo | Waiting for officer to review | 10/04/2024 16:34:27 | | Upload |
| 3 | Transcript (Bachelor Degree) | Waiting for officer to review | 10/04/2024 16:39:00 | | Upload |
| 4 | Transcript (Master Degree) | Waiting for officer to review | 10/04/2024 16:40:42 | | Upload |

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.)

| Upload file Back | | | | | |
|-------------------------------|---|-------------|---------------------|---|------------------------|
| # | 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 16:39:00 | | 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

 0 5387 3461

 Admission Graduate Studies MJU

 @Grad_MJU

