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Prince of Songkla University Announcement Re: Guidelines for Graduate Studies during the Coronavirus Disease (COVID-19) Pandemics

The coronavirus disease (COVID-19) pandemics in Thailand and overseas has widely affected way of life, work, academic affairs and graduate studies. PSU, therefore, issues the announcement on guidelines for graduate studies during the COVID-19 pandemics as follows:

Application, Admission Examination, Enrollment and Orientation

1. Application: Application shall be submitted through the online admission system of the Graduate School for both Thai and international applicants.

2. Admission Examination: Both in-class examination requiring applicants to take the test at the same time in the University and face to face interview should be changed to take home examination or online interview or other methods not likely to cause disease spreading.

In case in-class examination or face to face interview is considered necessary, the committees are allowed to arrange the examination according to the PSU Announcement on Guidelines for Teaching, Learning and Examination during the COVID-19 Pandemics, and have to inform to the Graduate School on the test date.

3. English Proficiency Test for Admission of Ph.D. Applicants: In case the applicants for Ph.D. program have no scores on English proficiency test due to the cancellation or postponement of such tests arranged by various organizations due to the COVID-19 pandemics, the Graduate School would provide English proficiency testing using the Tell Me More® program. The Program Committee could employ the result of such test for admission consideration according to the PSU Graduate School Announcement on English Proficiency Requirement for Admission of Ph.D. applicants issued on August 31, BE 2561.

4. Issuance of Letter of Acceptance (LoA)/Other Documents: In case the students are admitted to the program, the Graduate School would issue a letter of acceptance (LoA) for Thai and international applicants downloadable from the online admission system of the Graduate School.

International applicants admitted to the program in PSU need to present a fit-to-fly health certificate or not being infected by the COVID-19 issued no more than 72 hours prior to the departure date together with insurance policy specified the minimum of medical coverage in Thailand of Coronavirus Disease (COVID-19) in the amount not less than 100,000 USD. After entering to the Kingdom of Thailand, international eligible applicants must strictly conduct according to the Thai government's official statements.

5. Enrollment/Registration: Enrollment/registration should conform to the regulations of Registra's Division or responsible offices in each campus

6. Orientation: For new Thai students, the Graduate School will broadcast the orientation online via Facebook Live of the Graduate School on July 10, 2020. For new international students, the Graduate School will organize this event after ends of the COVID-19 pandemics. New students can assess the information on orientation at <https://grad.psu.ac.th/en/>

Cancellation/ Postponement of Academic Conferences

1. Graduate students planning to graduate in the 2nd semester of academic year 2019 by using the articles presented in national and international conferences, but such conferences were canceled/postponed due to the COVID-19 pandemics, are allowed to use such articles for graduation even not being presented in the conferences under the following conditions:

1.1 The students could provide the evidence on application to attend the conferences being canceled/ postponed due to the COVID-19 pandemics.

1.2 The article had been reviewed from reviewers and accepted by the conferences.

1.3 The article had been published in documents or electronic version or had been disseminated in any searchable methods.

Graduate students could file the general request form (RF 1), the information of publication (GS 4/1) and evidences relating to 3 conditions stated above to their faculty who will forward all documents to the Graduate School for consideration.

2. In case of not conforming with 3 stated conditions above in item 1, the Graduate School encourages students to submit articles being planned to present in the academic conference (but being canceled) to the journals indexed in TCI tiers 1 or 2 or other journals in allowable databases, especially the journals operated by PSU. Apart from this, the Graduate School will disseminate news of online academic conferences as soon as the Graduate School being informed.

Extension of Study Duration and Waive of Tuition Fee/ Fee for Maintaining Student Status

1. Students spending the time of study in academic year 2019 reaches the maximum limit of study duration according to the Standard Criteria on Graduate Studies, who are unable to graduate in the 2nd semester of academic year 2019 due to the COVID-19 pandemics, could file the extension of study duration request form with reasons together with required documents to the Graduate School.

Students are eligible for extension of study duration due to the COVID-19 pandemics should fulfill the criteria as follows: 1) having approved research proposal, 2) being on the process of conducting research on thesis/minor thesis approved and 3) having continuous progress on thesis/ minor thesis.

In case of approval for extension of study duration according to the item 1, fee for maintaining student status/tuition fee could be waived by the University for 1 semester, i.e., 1st semester of academic year 2020.

2. Students spending the time of study has not reached the maximum year of studies according to the Standard Criteria, and with sufficient progress in study for potential graduation before the end of 2nd semester of academic year 2019 but unable to graduate due to the COVID-19 pandemics, could file the general request form with reasons together with required documents to the Graduate School for consideration. In case the Graduate School has considered the COVID-19 pandemics as the major cause to delay graduation, fee for maintaining student status/tuition fee could be waived by the University for 1 semester, i.e., 1st semester of academic year 2020.

Qualifying Examination/ Comprehensive Examination/ Thesis or Minor Thesis Proposal Examination/ Thesis or Minor Thesis Defense

1. In-class examination for qualifying examination and comprehensive examination should be changed to take-home examination or on-line interview or other methods not likely to cause disease spreading. The examination shall be appropriately arranged under the program committee's discretion.

2. Thesis or Minor Thesis Proposal Examination/ Thesis or Minor Thesis Defense should be conducted online or other methods not likely to cause disease spreading. The examination shall be appropriately arranged under the program committee's discretion.

The program committees must arrange the examination according to the PSU Announcement on Guidelines for Teaching, Learning and Examination during the COVID-19 Pandemics and supervise the examination to conform to the objectives of examination specified in the PSU Graduate Studies Regulations.

English Proficiency Test as Graduation Requirement

1. The Graduate School will arrange the special English test for eligible graduate students under the following conditions:

1.1 Students who had already fulfilled all graduation requirements specified by the University and are expected to graduate in the 2nd semester of Academic Year 2019, but had no the results of English proficiency test and,

1.2 Students with the evidences showing that they had applied for English proficiency test of any testing centers such as CU-TEP, PSU-TEP, TOEFL-ITP, or others and had already paid the application fee for testing that was canceled or postponed due to the COVID-19 pandemics.

Time and date/procedure/passing criteria/ fee and other related information of the test will follow the announcement of Graduate School. Testing procedure will conform to the PSU Announcement on Guidelines for Teaching, Learning and Examination during the COVID-19 pandemics.

2. Students with study duration left not over 1 semester or with study duration over 1 semester but not more than 1 academic year according to the maximum limit of study duration in the Standard Criteria, must follow up the requirement of Graduate School on the special assessment of English proficiency.

3. Other cases being affected by the COVID-19 pandemics not specified in items 1 and 2 will be considered under the discretion of the Graduate School's Dean.

Other Cases Affected by the COVID-19 Pandemics

Students whose their study affected by the COVID-19 pandemics in some ways not mentioned above in this Announcement, leading to the delay of graduation or expiration of student status or other impacts, could file the general request form (RF1) with reasons and evidence to the Graduate School for consideration. In case the Graduate School has considered the COVID-19 pandemics as the major cause for such impacts, the University could alleviate some requirements under the University's authority for the students.

If the problems arise in the interpretation regarding to this announcement, it shall depend on the consideration of the President.

This announcement takes effect on the date of issuance unless otherwise announced.

Please be informed and act accordingly.

Issued on April 1, 2020.

(Signed) Niwat Keawpradub
(Asst. Prof. Dr. Niwat Keawpradub)
President of Prince of Songkla University

Sirinan/draft/type
Panattha/revise/translate