



Khon Kaen University Notification (Issue No. 1668/B.E. 2557)
The Criteria for the Integrated Learning Activity Participation for
Khon Kaen University Students

Khon Kaen University aims to qualify students with the desired traits, knowledge, manner, and wisdom; all of which respond to the aim of the university's instructional management at the undergraduate level.

By virtue of Section 20 and Section 23 (4) of Khon Kaen University Act B.E. 2541, and Item 29.6 of Khon Kaen University Regulations on Undergraduate Studies B.E. 2555, in conjunction with the resolutions of the third meeting of the Administration and Management Committee for Integrated Activity Participation for Khon Kean University students 2014 on 14th May 2014 and the resolutions of the sixth University Administrative Board 2014 on 13th June 2014; Khon Kaen University hereby prescribes the notification as follows:

Clause 1 This Notification shall be called “Khon Kaen University Notification (Issue No. 1668/B.E. 2557) on the Criteria for the Integrated Learning Activity Participation for Khon Kaen University Students.”

Clause 2 Khon Kaen University Notification (Issue 1414/ B.E. 2557) shall be superseded by this notification.

Clause 3 This Notification shall come into force for undergraduate students of Khon Kaen University who have been enrolled since the academic year of 2009.

Clause 4 In this Notification:

“University” means Khon Kaen University;

“Faculty” means a faculty or an institute, which is equivalent to the faculty, including the institute which is the owner of the project;

“Dean” means a dean, a director of center, institute or bureau, which is equivalent to the faculty, including the head of institute who is the owner of the project;

“Committee” means the Administration and Management Committee for Integrated Activity Participation for Khon Kean University Students;

“Activity” means an extra curriculum activity, which is not a part of the curriculum, held by the university, the faculties, the activity organizations or the external organizations;

“Activity Credit” means a unit for calculating activity credit which is derived from the actual period of student’s participation in each activity. The specification of the activity credit is subjected to the committee’s consideration.

“External organization” means a state agency or a private agency which is not under the university’s control;

“Activity organization” means a student activity group including Student Union, Student Council, Students’ Dormitories, Clubs, Students’ Group, Faculty’s Student Club, and Group.

Clause 5 There shall be a university’s designation for the committee which has the compositions and the duties as follows:

5.1 The compositions of the committee:

5.1.1 The University President or designated Vice Presidents as the President of the Committee;

5.1.2 Associate Deans or Administrators, who are assigned, from each faculty as the committee;

5.1.3 Not more than three qualified persons involved in student development as the committee;

5.1.4 The Director of the Bureau of Academic Administration and Development as the committee;

5.1.5 The Director of the Division of Student Affairs as the committee and secretary.

5.2 The committee shall have the following duties:

5.2.1 To specify the regulations for the Integrated Learning Activity Participation for Khon Kaen University students;

5.2.2 To specify and grant approval for the activity credits of each project, compare an experience value of an activity organization leader, and transfer the activity credits;

5.2.3 To designate a subcommittee for performing duties instead of the committee in the scope of the duties of the committee;

5.2.4 To supervise, follow up, and assess the result of student's activity participation;

5.2.5 To present an action report, give information and advices to the university;

5.2.6 To perform other duties as assigned by the University President.

Clause 6 There shall be the designation for the Administration and Management Committee for Integrated Learning Activity Participation for Khon Kean University students in a faculty, which has its own students, to perform the following duties:

6.1 To compile an activity arrangement plan from the faculties, faculty student clubs, and clubs in order to categorize as the activity types in Item 7;

6.2 To specify the activity credits of each project and the value, transfer the experience of student's activity participation according to the university's regulations, and submit to the committee for granting approval;

6.3 To publicize, supervise, follow up, and assess the results of student's activity participation;

6.4 To perform other duties as assigned by the dean of the faculty.

Clause 7 Students have to participate in the following activity types:

7.1 Self-Potential Development - the activities that aim to develop students' self-potential in various aspects, namely, leadership, personality, lifelong learning, foreign languages skill, information technology (IT), communication, including health, sports and recreation;

7.2 The Upholding of the Nation, Religions, the Royal Institution and Promoting the Pride of the University and the Faculty- the activities that aim to promote the pride of the nation, the religions, the democratic regime of government with the King as Head of the State, being a good citizen of the nation and the world community, preserving of the university's identity, supporting fraternity and good relations with the university and the faculty;

7.3 Promoting Volunteering and Public Awareness- the activities that aim to raise students' awareness of helping other people, generosity, voluntary-mindedness, and responsibility towards society and public properties;

7.4 Promoting Virtue, Ethic and Morality- the activities that aim to train students to be a good person, be able to live happily, and promote the code of ethics;

7.5 Conserving of Arts and Culture and Local Knowledge-the activities that aim to implant attentiveness about and raise awareness of the values of arts and culture and local knowledge, promote the Sufficiency Economy lifestyle and the preservation of natural resources and environment.

Clause 8 Students who shall be graduated must possess the required qualifications according to the condition Item 29 of Khon Kaen University Regulations on Undergraduate Studies B.E. 2555, participate in every type of activity according to No.7.1 thru No.7.5, and pass the following criteria:

8.1 Students who are in a 2-year or 2-year and a half program have to participate in every type of activities. At least 30 total activity credits are required.

8.2 Students who are in a 3-year or 3-year and a half program have to participate in every type of activities. At least 45 total activity credits are required.

8.3 Students who are in a 4-year, 5-year, or 6-year program have to participate in every type of activities. At least 60 total activity credits are required.

8.4 Disabled or handicapped students have to participate in every type of activities. At least a half of total activity credits mentioned in each program in Items 8.1 – 8.3 are required.

8.5 For students studying in the double-degree program or the joint curriculum program between the institutions, in which the student is required to study abroad for some period; the activity credits will be counted according to the length of study program spent at Khon Kean University in Items 8.1 - 8.4 or subjected to the foreign institution's criteria.

Clause 9 The participation of projects and activities, and the approval for activity participation

9.1 Activities held by Faculties or Activity Organizations

9.1.1 Students have to register and participate in the activities;

9.1.2 Faculties or Activity Organizations that are the organizer of the activities verify students' activity participation;

9.1.3 Dean of the Faculty, or Head of Activity Organization, or the person who is designated from the individuals, are authorized for granting approval for students' activity participation.

9.1.4 Authorized officers in the faculties are responsible for recording students' activity participation in a Student Activities Record system.

9.2 Activities held by External Organizations

Students who participate in activities with external organizations have to submit the request forms together with other evidences, stamped with the external organization's official stamp (if any) and certified by the head or organizer of the project. The documents must be submitted to the Division of Student Affairs so as to request for the activity credits within 15 working days after participating in the activities. If it is later than this period, it shall be regarded as the student not wishing to request for the activity credits.

Clause 10 The calculation of activity credits

In order to calculate the activity credits, one hour is worth 0.33 activity credit. The activity credits shall be calculated not more than 9 hours for one day. Only the actual working period is calculated, the travelling period and preparing period are excluded. Besides, students must follow terms and conditions which are issued by the projects or the activities.

Clause 11 For those students who are in the following positions, activity credits shall be given as follows:

11.1 The President of Student Union, the President of Student Council, the President of the Faculty's Student Club and the President of Students' Dormitory Committee shall be given 15 activity credits in the Self-Potential Development type;

11.2 The Student Union Administration Committee, the Student Council Committee and the President of Club shall be given 10 activity credits in the Self-Potential Development type;

11.3 The President of Students' Group, the Faculty's Student Club Committee, the Student Council members, and the President of Group and Students' Dormitory Committee shall be given 5 activity credits in the self-Potential Development type.

In case that the aforementioned persons cannot hold the office until the expiration, the activity credits shall be calculated according to the actual working period. The evidences used for the request of the activity credits in Items 11.1 to 11.3 are:

- 1) The request form for activity credits;
- 2) The official commands or official notifications from the University, Faculties, Activity Organizations or other accepted evidences.

For the positions which are not defined above, the request for activity credits shall be examined by the Administration and Management Committee of Integrated Learning Activity Participation for Khon Kean University Students.

Clause 12 Transfer of Activity Credits

Students who changed faculty or field of study, including a new student who used to study in Khon Kaen University, the activity credits are transferable. Student has to submit the request form for activity transfer to the Division of Student Affairs within 1 semester as of the date of admission to the new field or the new faculty. The activity credits shall be examined by the Administration and Management Committee of Integrated Activity Participation for Khon Kean University Students. For those who do not submit the documents within the specified period, it shall be regarded as they do not wish to transfer the activity credits.

Clause 13 The Verification of Data in Student Activities Record system

13.1 The Division of Student Affairs prepares the database for student activity participation which is accessible for students to verify the activity participation status;

13.2 If students have problems with Student Activities Record or want to verify the activity credits, they should submit the request form to their Faculty or the Division of Student Affairs within 60 days after the projects or the activities are completed. If it is later than this period, it shall be regarded as the activity credits in that project or activity is valid.

Clause 14 The Verification of Activity Credits for Graduation

There shall be a faculty as an examiner and certifier of students' activity participation as provided by Khon Kaen University Notification on the Criteria for the Integrated Learning Activity Participation for Khon Kaen University Students.

Clause 15 The Issuing of Student Activities Transcript

The Division of Student Affairs is the issuer of student activities transcript. Student Activities Transcript must be issued within 3 days since the request form have been submitted. The procedures and the assembled evidences are as follows:

15.1 Student fills in the request form and submits the request form to the Division of Student Affairs;

15.2 Student pays the fee as specified in the University's Regulations at the Division of Student Affairs;

15.3 Division of Student Affairs issues the student activities transcript and submits it to the registrar or the assistant registrar, who is designated by the University President to be responsible for the Integrated Learning Activity Participation for Khon Kean University students, for approval signature.

Clause 16 The University President has the power and control of the executive of this notification. The president shall have the authority to issue the criteria, the official command, or the regulations concerning the action which is not inconsistent or contrary to this notification.

In case of difficulty interpreting or pursuing of this notification, the University President shall act as the ruler. The rule of the University President is a complete judgment.

Announced on the 25 day of July B.E. 2557 (2014)



Assoc. Prof. Dr. Kittichai Triratanasirichai
President