



Welcome to the PC!

**PC Class Representative
Meeting # 1**

Quarter 3/2018

June 26, 2018





หัวข้อประชุม

1. แนะนำผู้ประสานงาน Level ให้นักเรียนทราบ
- 2.ชี้แจงหน้าที่และความรับผิดชอบ
3. ติดตามงานหน้าที่รับผิดชอบ
4. เรื่องอื่นๆ
 - กำหนดการสอบกลางภาค Q3/2018
 - กำหนดการรายงานตัวเข้า MUIC สำหรับ PC4
 - วันหยุดราชการ
 - Math Clinic
 - การยื่นเอกสารสมัครสอบเพิ่มเติม
 - รายละเอียดการเปลี่ยน Major
 - บัตรนักเรียน (บัตรหาย/บัตรแทน)
 - ช่องทางการติดต่อสำนักงาน PC: (Email icpc@mahidol.ac.th)
 - การสูบบุหรี่ในวิทยาเขต
 - Maxima for Intensive Math students
 - Counseling



หน้าที่และความรับผิดชอบ

- ประสานงานกับเพื่อนในห้องเรียนเรื่องต่างๆ เช่น การ Make up และ Cancel การส่งเอกสารเพิ่มเติม
- แจ้งการชำรุดของอุปกรณ์ต่างๆ ภายในห้องเรียน
- เป็นสื่อกลางในการประสานงานระหว่างเจ้าหน้าที่และเพื่อนในห้อง
- หาผู้ช่วยหรือรองตัวแทนนักเรียนเพื่อช่วยในการประสานงาน และแจ้งชื่อภายในวันที่ **27 มิถุนายน 2561** ทาง LINE ของพี่ Staff ประจำ Level



MUIC Entrance Examination



- ส่งเอกสารการสมัครและชำระค่าธรรมเนียมการสมัครสอบด้วยตนเองที่ จุดรับสมัครอาคารอติตยาทร ชั้น 1 ตั้งแต่วันที่

2 – 20 กรกฎาคม 2561 เวลา 8.00 – 16.00 น.

(วันเสาร์ เวลา 9.00 – 15.00 น.)

โดยผู้สมัครต้องแต่งกายชุดนักเรียน หรือชุดสุภาพ

- กำหนดการสอบ **วันเสาร์ที่ 4 สิงหาคม 2561.**



MUIC Admissions Office has been relocated at 3rd Floor, Aditayathorn Building





PC Current Student Retaking MUIC Entrance Examination on August 4, 2018: IELTS/TOEFL/SAT Result Returning Policy

- A PC current student who wish to obtain the IELTS/TOEFL/SAT Result Report to apply for MUIC Entrance Examination during **July 2-20, 2018** MUST submit a request for an official COPY of the result report to icpc@mahidol.ac.th.

Once the request has been received, the applicant will be appointed to collect the document at the office of PC.



Deferral PC Interview (Quarter 4/2018: September 17 – November 23, 2018)

- An eligible PC Interviewee who cannot be present at the actual PC Interview date on **Saturday, August 25, 2018** MUST submit a request for a *deferral interview* to icpc@mahidol.ac.th after receiving the MUIC Entrance Examination result on August 22, 2018 at 1:00 PM.

Once the request for a deferral interview has been received, the applicant's interview will be rescheduled to another date and time!!!



PC Service Channels

1. WALK-IN: PC Office and Service area/PC Library

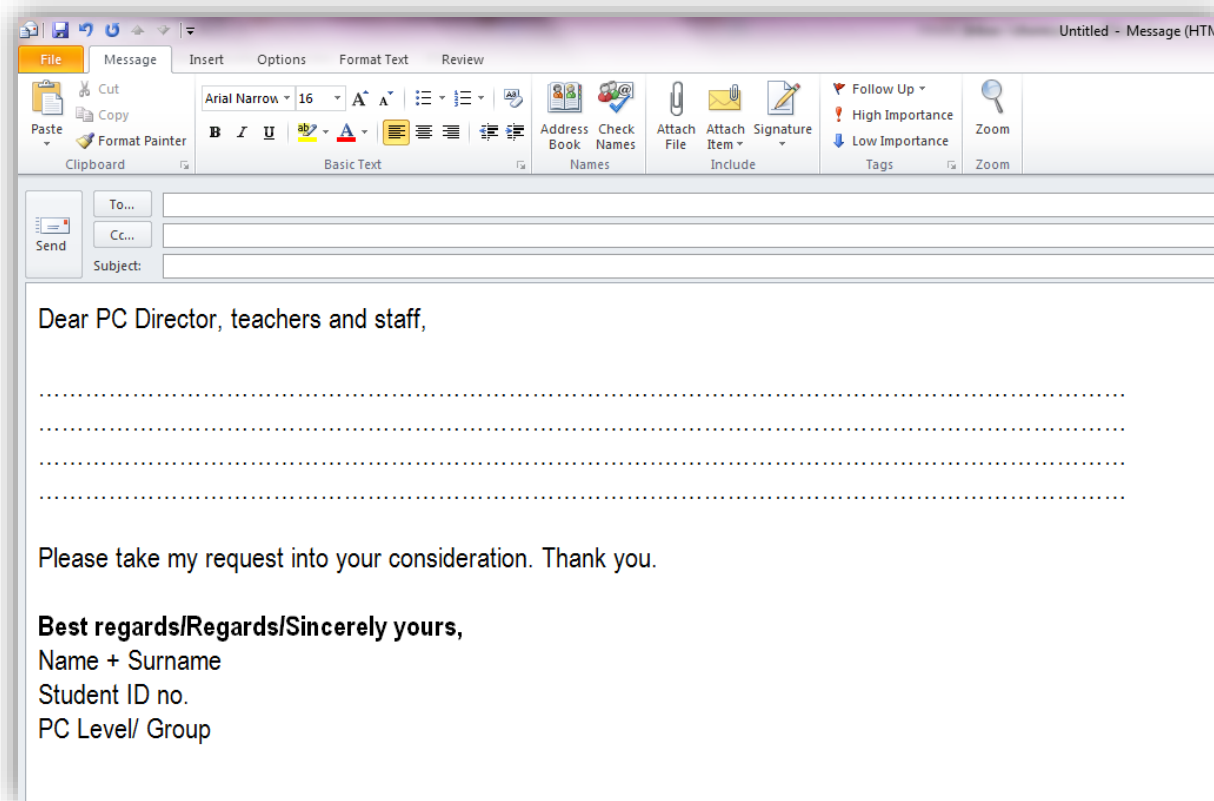


PC office Operating Hours:
8:00 am. – 5:00 pm.





2. Email: icpc@mahidol.ac.th



- Leave takings
- Emergency cases
- Certified letter request
- Other inquiries

Only URGENT/SEROUS matters!
For GENERAL queries, please go for icpc@mahidol.ac.th
DO NOT DRAG ANY OF YOUR FRIENDS IN WITHOUT NECESSITY





First Aid Room at Aditayathorn building



First Aid room is at A216 2nd floor Zone B
available from T2/2017-2018 onwards
Nurse service is available
from 9.00 A.M. - 5.00 P.M.



For basic medical needs at MUIC building 1,
please contact The Office of Student Affairs
(1st floor, building 1)

OR

The Office of Preparation Center
for Languages & Mathematics
(1st floor, MUIC Building 2)



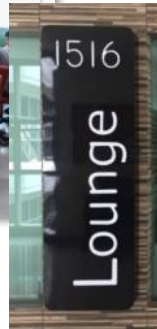
3. First Aid Spots



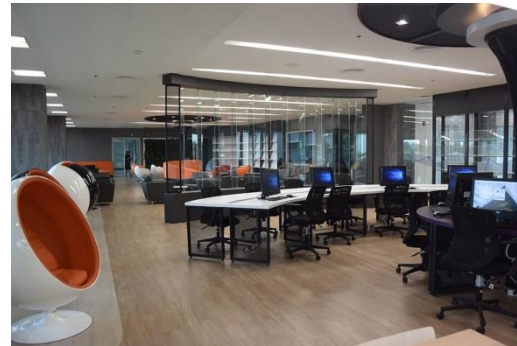


4. Printing Service

5th Floor MUIC Building



Student Card



2nd Floor Aditayathorn Building



July 27

July 30

August
13

Check Make-up Class Schedule!



Mahidol University
International College

Math Clinic



ติดต่อสอบถามและลงทะเบียนได้ที่สำนักงาน PC
ชั้น 1 อาคาร MUIC Building 1





MAJOR CHANGE REQUEST FLOW STEPS



I would like to change major.
What should I do?

Student send a request OR a scanned request form via email
icpc@mahidol.ac.th



Student fill out the **Major Change Request Form** at PC office



| Level | REQUEST SUBMISSION PERIOD | Result Information |
|-------|--|--|
| PC1 | From week 2 nd to <u>week 8th</u> of quarter (August 6-10, 2018) | Send to student's email before the registration date of the next quarter |
| PC2 | | |
| PC3 | | |
| PC4 | | |

Remark :

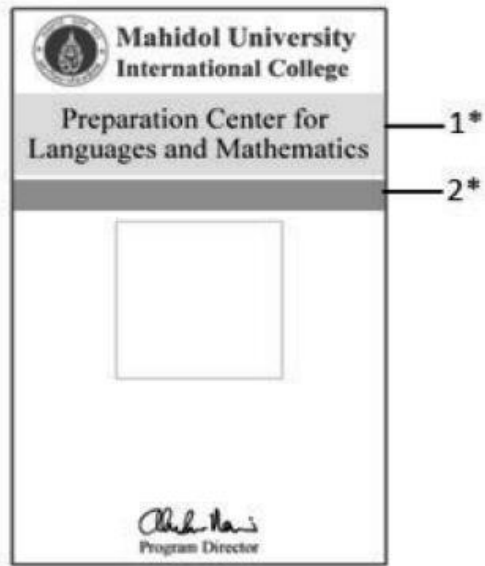
- Students of FAA majors (ICCD & ICMC) CANNNOT request a major change unless they reapply for MUIC's next entry.
*- Other majors changing to ICCD must submit request by **WED of Week 7 (August 1, 2018)**
- If a student's Math score (result) is not equivalent to passing Refresher Math, the student must study Refresher Math during the following term EXCEPT for the students whose majors are not required to pass the refresher Math course (FAA and CDP majors).

Any other ways of requesting out of the above will **NOT** be acknowledged and taken into consideration!!





Student Card

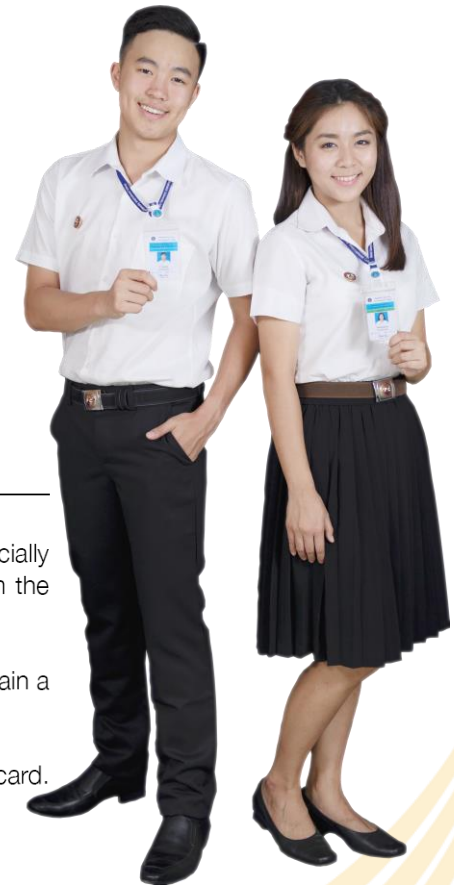


Front



Back

บัตรหมดอายุกันหรือเปล่า??
บอกเพื่อนให้มารับที่ **PC Office** ค่ะนุญๆเลยนะ



STUDENT ID CARDS

All students must have a valid student ID card, which must be worn around the neck at all times, especially when entering an examination room and when registering for a library card or borrowing items from the Resource Room.

If students cannot show their ID cards on an examination day, they must contact the PC Office to obtain a letter of certification, which will cost 100 Baht.

Students who have lost their ID cards must contact the office immediately to arrange to get a new ID card. The following must be provided when requesting a new ID card:

- 150 baht cash



Mahidol University
International College

Student Card

ติดต่อทำบัตรแทนได้ที่ PC Office (1st floor, MUIC Bldg.)

ค่าธรรมเนียมออกบัตรแทน 100 บาท/วัน



Mahidol University International College
Pre-College Program
Verification of Student Status

Final Examination

Quarter 3/2016 Level PC4 Group 1



To Whom It May Concern :

This is to certify that **Mr. Kanchana HEMMAWONG**

ID 652654-1 is enrolled as a student in the Pre-College Program at Mahidol University International College.

This Document is only valid for **August 02, 2016**

Yours sincerely,

Pre-College Program

August 02, 2016

Student's Signature

.....

August 02, 2016



LOST & FOUND

What if I lose my belonging on campus?

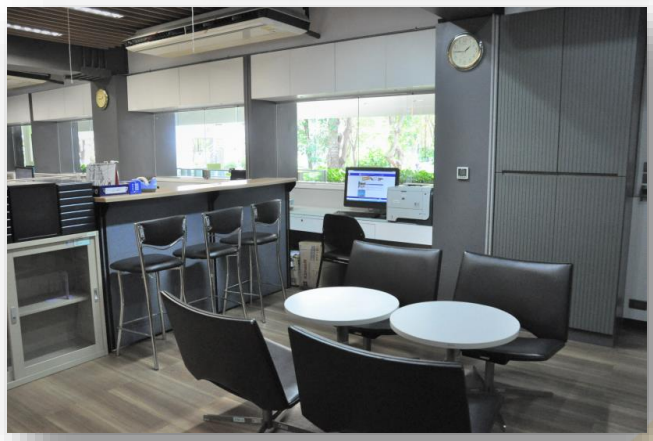
I found this belonging unattended.

Where to go?

SA



PC





Cooperation: Belongings



All your belongings and valuables **MUST** be removed after class.



MIDTERM EXAM SCHEDULE IS COMING UP Via <http://pc.muic.mahidol.ac.th/>

MUIC Preparation Center for Languages and Mathematics
Wisdom of the land
Mahidol University International College

MU HOME | MUIC HOME | MU-WEBMAIL | Salaya Link | PC Google Site

WHAT IS PC?

[Click Here](#) **New Student**

About Program

The PC Online Services Program has been developed for both PC candidates and PC students. This system consists of several modules that provide useful information and services for students.

PC Announcements

- Library Membership Application** ([Download file](#)) **update!!** [2018/04/04]
If you are interested in borrowing the library's items, please click the link to apply the MUIC library membership.
- Holidays for Songkran festival** **update!!** [2018/04/03]
Holidays for Songkran festival will be from April 12-16, 2018.
- PC Class-lists and Schedules of Q2/2018 are now available** ([Download file](#)) [2018/04/01]
Students must print out their class lists and schedules because the PC office will NOT provide this service. Any request concerning class lists will only be accepted by email as icpc@mahidol.ac.th !! 1st Period of all PC Classes on Monday April 2, 2018 will start at 10:30 am.
- PC Student Handbook for Download** ([Download file](#)) [2018/03/29]
New PC Students can download PC Student Handbook HERE.
- Comments from PC students** ([Download file](#)) [2016/03/28]

Current Student [Click Here](#)

Registration for MP student [Click Here](#)



Passing PC Arrangements

| Week | Date | Time | Subject |
|-------|-----------------------------------|---|---|
| 11-12 | <u>Tuesday, September 4, 2018</u> | 2.00 pm. | PC1 - 3 Final results via PC Online |
| | <u>TBA (week 11)*</u> | TBA | MP/PC4 Final Results via PC Online |
| | Thursday, August 30 , 2018 | 1.00 pm. | MUIC Interview Results Announcement |
| 11 | Friday, August 31, 2018 | 8.30 am. - 10.00 am. | MP/PC4 Students meeting with MUIC Staff Venue: TBC (MUST Attend) |
| 13 | Tuesday, September 4, 2018 | Details will be given on Friday, August 31, 2018 | MUIC Admissions Day (MUST ATTEND) |
| | September 5 - 6, 2018 | | MUIC Orientation Day (MUST ATTEND) |
| | Monday, September 10, 2018 | | MUIC Trimester 1 2018 Begins |

*Remark: the arrangements set above are subject to change. Please keep updated to all the announcements by PC



M1 (June 18 – July 20, 2018)

- Midterm Exam on July 3 (Tue) 10:00 - 12:00
- Final Exam on July 20 (Fri) 13:00 - 15:00

M2 (July 23 – August 24, 2018)

- Midterm August 7 (Tue) 10:00 - 12:00
- Final Exam on August 24 (Fri) 13:00 - 15:00

Important:

1. Students **MUST pass the M1** course in order to study in the M2 course.
2. Make-up classes will apply to all classes cancelled due to the public holidays; please keep updated to the announcement of the make-up class schedules from your teacher or PC staff OR MP Course Calendar.
3. MP Final Results (M1&M2) will be announced as follow via **PC Online Website**
 - M1 final result announcement >> **Saturday, July 21, 2018 at 4:00 p.m.** (Tentative)
 - M2 final result announcement >> **TBA***
4. Students who pass to MUIC are required to attend a meeting in on **Friday, August 31, 2018 at 8:30 a.m.*** to get their registration information and fill out important forms.

****The arrangements set above are subject to change. Please be updated to all the announcements by PC.***



Re: Request for documents

In order to complete your registration at Mahidol University International College, the MUIC Admissions office has requested that you provide and submit **all** of the following documents:

1. MOE (IGCSE) ใบเทียบวุฒิการศึกษา “Certificate of High School Equivalency” from the Ministry of Education

Please kindly submit a copy of these documents at the MUIC Admissions office by [REDACTED]. If you do not do this, you will be **INELIGIBLE TO BE ACCEPTED** to the College in Trimester 3/2016-2017. If you have any questions, please contact MUIC Admissions office on the 1st floor of the MUIC Building 1, Tel: 02-441-5090 ext.1124.

August 10, 2018

Sincerely yours,

Alexander Nanni
Director of Preparation Center for Languages and Mathematics

* In order to certify your diploma/GED/IGCSE or non-Thai high school results, you must contact the Thai Ministry of Education Office to get the certification letter. This document IS REQUIRED for MUIC matriculation.

*I understand that I must submit all of the documents mentioned above by the required date. If I fail to do this, I understand that I will **not** be eligible to be admitted to the College in Trimester 3/2016-2017.*



"I'm worried about my exam"

"Because of my health problem, sometimes I can't concentrate."

"I can't catch up with the lesson"

"I can't get along with my classmates"

Let's Talk!

Let your problem meet solution

Contact PC STAFF at the office OR  OR Send an email to icpc@mahidol.ac.th

- Advising / Counseling
 - Academic
 - Health concerns
 - Other related factors
- Follow up REPEAT students in week 4 – 8
 - Attendance
 - Midterm results



MAKE A COUNSELING APPOINTMENT AT PC OFFICE



Smoking Policies



**NON
SMOKING
AREA**

Mahidol University is a NON-SMOKING campus!

For irresistible smokers, **YOU MUST:**

1. Smoke in the smoking area beside the PC Car Park, NOT in outdoor areas;
2. NOT litter the cigarette end;
3. NOT tempt new smokers.

PLEASE be aware that you may be monitored and given warnings!



MUIC Welcoming Recreation Activity



Disturbances from student activity
"IC Festival "



Moving of Classroom



| Date | Time | Level | Classroom | Move to Room |
|-----------------------|--------------------------|---------|-----------|--------------|
| June 28 - 29, 2018 | 08.00 am. - 05.00 pm. | PC3 G.1 | 1312 | <u>1419</u> |



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Q&A





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**Thank you for joining
this meeting and
being well responsible
for assignments**