



# Welcome to the PC!

## PC Class Representative Meeting # 1

### Quarter 4/2018

## September 26, 2018





## หัวข้อประชุม

1. แนะนำผู้ประสานงาน Level ให้นักเรียนทราบ
2. ชี้แจงหน้าที่และความรับผิดชอบ
3. ติดตามงานหน้าที่รับผิดชอบ
4. เรื่องอื่นๆ
  - กำหนดการสอบกลางภาค Q4/2018
  - กำหนดการรายงานตัวเข้า MUIC สำหรับ PC4
  - วันหยุดราชการ
  - Math Clinic
  - การยื่นเอกสารสมัครสอบเพิ่มเติม
  - รายละเอียดการเปลี่ยน Major
  - บัตรนักเรียน (บัตรหาย/บัตรแทน)
  - ช่องทางการติดต่อสำนักงาน PC:  
(Email [icpc@mahidol.ac.th](mailto:icpc@mahidol.ac.th))
  - การสูบบุหรี่ในวิทยาเขต
  - Maxima for Intensive Math students
  - Counseling



## หน้าที่และความรับผิดชอบ

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



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# MUIC Entrance Examination



- ส่งเอกสารการสมัครและชำระค่าธรรมเนียมการสมัคร  
สอบด้วยตนเองที่ จุดรับสมัครอาคารอติตยาทร ชั้น 1  
ตั้งแต่วันที่

**1 – 18 ตุลาคม 2561 เวลา 8.00 – 16.00 น.**

(วันเสาร์ เวลา 9.00 – 15.00 น.)

โดยผู้สมัครต้องแต่งกายชุดนักเรียน หรือชุดสุภาพ

- กำหนดการสอบ **วันเสาร์ที่ 27 ตุลาคม 2561.**



**MUIC Admissions Office is on 3<sup>rd</sup> Floor,  
Aditayathorn Building**





## PC Current Student Retaking MUIC Entrance Examination on October 27, 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 **October 1 - 18, 2018** MUST submit a request for an official COPY of the result report to [icpc@mahidol.ac.th](mailto: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 1/2019: January 7 – March 15, 2019)

- An eligible PC Interviewee who cannot be present at the actual PC Interview date on **Saturday, November 24, 2018** MUST submit a request for a *deferral interview* to [icpc@mahidol.ac.th](mailto:icpc@mahidol.ac.th) after receiving the MUIC Entrance Examination result on November 20, 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

Dear PC Director, teachers and staff,

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.....

.....

.....

Please take my request into your consideration. Thank you.

**Best regards/Regards/Sincerely yours,**  
Name + Surname  
Student ID no.  
PC Level/ Group

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

Only URGENT/SEROUS matters!  
For GENERAL queries, please go for [icpc@mahidol.ac.th](mailto: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  
(1<sup>st</sup> floor, MUIC Building 2)



## 3. First Aid Spots







## 4. Printing Service

### 5<sup>th</sup> Floor MUIC Building



### Student Card



### 2<sup>nd</sup> Floor Aditayathorn Building



Oct 15

Oct 23

Nov 2  
MUIC OPEN  
HOUSE

## Check Make-up Class Schedule!



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# Math Clinic



**ติดต่อสอบถามและลงทะเบียนได้ที่  
สำนักงาน PC ชั้น 1 อาคาร MUIC  
Building**





## 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](mailto:icpc@mahidol.ac.th)



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



The form is titled 'Change of Major Form' and includes fields for 'Date', 'PC ID', 'PC level', 'Current major', 'Change to', 'To quarter', 'From major', and 'Student's signature'. It also has checkboxes for 'I have already approved to change major in the previous quarter' and 'I am not sure if I can graduate with the requirements of chosen major, my request will be disregarded'.

Level	REQUEST SUBMISSION PERIOD	Result Information
PC1	From week 2 <sup>nd</sup> to <b><u>week 8<sup>th</sup></u></b> of quarter (November 5-9, 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 (October 31, 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).

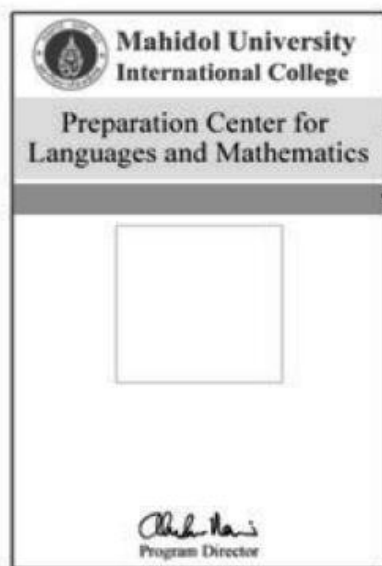
Any other ways of  
requesting out of  
the above will **NOT**  
be acknowledged  
and taken into  
consideration!!





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# Student Card

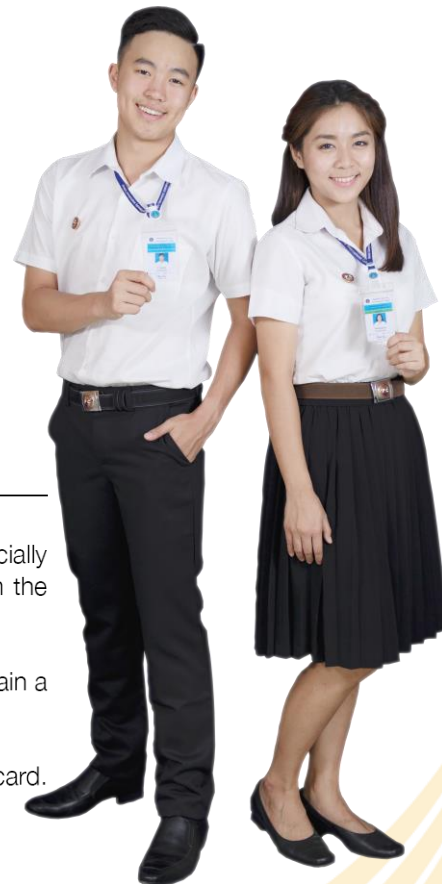


Front



Back

**บัตรหมดอายุกัน  
หรือเปล่า?? บอก  
เพื่อนให้มารับที่ PC  
Office ด่วนๆเลยนะ**



## 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





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# Student Card

ติดต่อทำขอบัตรแทนได้ที่ PC Office (1<sup>st</sup> 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. Khamsorn HEMMAWONG**

ID **SS2054-3** 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



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# LOST & FOUND?



What if I lose my belonging on campus?

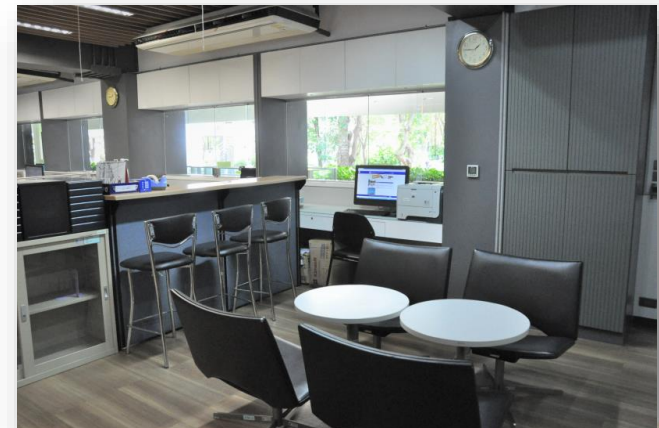
I found this belonging unattended.

Where to go?

SA



PC





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# Cooperation: Belongings



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



**MIDTERM EXAM SCHEDULES ARE SHOWN  
on  
<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](mailto: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](#)



# PC Midterm Examination Schedule

## Midterm Assessment

**PC1**

Week	Date	Time	Subject
5	Thursday October 18, 2018	10:00 am. - 11:00 am.	Writing Midterm Quiz
		11:00 am. - 12:00 pm.	Use of English Quiz
	Friday October 19, 2018	08:00 am. - 09:00 am.	Listening Midterm Quiz
		10:00 am. - 11:00 am.	Vocabulary Midterm Quiz
		11:00 am. - 12:00 pm.	Reading Midterm Quiz
8	Friday November 9, 2018	08:00 am. - 10:00 am.	Project Presentations

## Midterm Assessment

**PC2**

Week	Date	Time	Subject
5	Wednesday October 17, 2018	10.00 am. - 11.00 am.	Use of English Quiz
	Thursday October 18, 2018	10.00 am. - 12.00 pm.	Writing Quiz
	Friday October 19, 2018	08.00 am. - 09.00 am.	Reading Quiz
		09.00 am. - 10.00 am.	Vocabulary Quiz
		10.00 am. - 11.00 am.	Listening Quiz
		01.00 pm. - 03.00 pm	Refresher Math





# PC Midterm Examination Schedule

## Midterm Assessment Schedule

**PC3**

Week	Date	Time	Subject
5	Tuesday October 16, 2018	10.00 am. - 11.30 am.	Unreferenced Essay Midterm
	Friday October 19, 2018	10.00 am. - 10.40 am.	Vocabulary Midterm
		10.40 am. - 11.40 am.	Reading Comprehension Midterm
		01.00 pm. - 03.00 pm.	Refresher Math
7	Tuesday October 30., 2018	08.00 am. - 10.00 am.	I.S. Reading & Lecture
		10.00 am. - 11.40 am.	Referenced Essay Quiz
	Wednesday October 31, 2018	08.00 am. - 03.00 pm.	Discussion I
8	Friday November 9, 2018	08.00 am. - 10.00 am.	Term Paper Presentations
		10.00 am. - 12.00 pm.	Term Paper Presentations

**PC4**

## Midterm Assessment

Week	Date	Time	Subject
4	Thursday October 11 , 2018	11.00 am - 11.30 am.	Logic
		01.30 pm. - 02.30 pm.	Reading Comprehension
	Friday October 12, 2018	10.00 am. - 11.30 am.	Unreferenced Essay
5	Friday October 19, 2018	01.00 pm. - 03.00 pm.	Refresher Math
6	Wednesday October 24, 2018	09.00 am. - 09.40 am.	Vocabulary
	Thursday October 25, 2018	08.00 am. - 11.30 pm.	IS Quiz & Referenced Essay
		01.30 pm. - 02.30 pm.	Main Idea & Summarizing
	Friday October 26 , 2018	08.00 am. - 03.00 pm.	Discussion I
7	Thursday November 1, 2018	08.00 am. - 10.00 am.	Term Paper Presentation
		01.00 pm. - 03.00 pm.	Term Paper Presentation



# Passing PC Arrangements

For PC4 students who pass to MUIC

Week	Date	Time	Subject
11	Tuesday November 27 , 2018	4.00 pm.	PC4 Final Results via PC Online
	Thursday November 29 , 2018	1.00 pm.	MUIC Entrance Interview Results Announcement
11	Friday November 30, 2018	8.30 am. - 10.00 am.	PC4 Students meeting with MUIC Staff @ Charinyarasami Hall (3rd Floor, Aditayathorn Building)  (MUST Attend)
13	Tuesday December 11, 2018	Details will be given on Friday November 30, 2018	MUIC Admissions Day
	December 12-13, 2018		MUIC Orientation Day
(MUST Attend) December 11-13, 2018			
	Monday January 7, 2019		MUIC Instruction Begins

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\*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** College in Trimester 3/2016-2017. If you have any questions, please contact MUIC Admissions office on the 1<sup>st</sup> floor of the MUIC Building 1, Tel: 02-441-5090 ext.1124.

**November 9, 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](mailto: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!





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# Upcoming Events

## MUIC Welcoming Recreation Activity



Disturbances  
from student activity

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“Club Exposition  
& Group Activities”

September 26-27, 2018  
10:00 – 16:00

Disturbances from student activity  
“Club Exposition and group recreation activities”



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# Q&A



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