At MHESI ........................................../.....................

Date ………………………………………………



**Notification Form for Comprehensive Examination Result**

Subject: Notification of a Comprehensive Examination Result

Dear Chairman of the Graduate Committee of the Program ..............................................

Enclosure 1 copy of notification form stating student name and the examination result

Please be informed the results of the comprehensive examination no…………………....in semester………../[year]………… on [date] ………………… during [time]………...……… to [time]…...……………, as follows:

No. of student(s) taking the exam ….......... No. of absent student(s)………..........

No. of passed student(s) ……………......... No. of failed student(s) …………........

More details of the results are attached herewith.

Please note the results and proceed appropriately.

Sign……………………..……………………….

(………….........………………….……………)

Chairman of Comprehensive Examination Committee

Date …..........…………………….……….…

|  |  |
| --- | --- |
| **❶ Graduate Program Committee** | **❷ College of Graduate Studies** |
| 🞏 Acknowledged the examination results  🞏 Other comments …………………….....……  …………………………………...........……….  Sign……………………………………………  (……………………………….………………)  Chairman of Graduate Program Committee  Date …………………….……….… | 🞎 Form receiver …….................…  Date ..............................    🞎 Recorder......................................  Date .....................................  Sign……………………………………Recorder  Date …………………….……….… |

**A Guideline for Notification of Comprehensive Examination Result**

1. A Graduate Program Officer obtains the Notification Form at <https://grad.wu.ac.th> and passes it to Chairman of the Comprehensive Examination Committee.
2. The Chairman of Comprehensive Examination Committee fills out the form, finalizes the results, attaches the student name lists and the exam results, then proposes these documents to the Graduate Studies Program Committee
3. The Graduate Program Committee signs the form to acknowledge the examination results.
4. A Graduate Program Officer submits the form to the CGS.
5. A CGS officer verifies the information given in the form before recording the data into the CES system.

Obtain the Notification Form at <https://grad.wu.ac.th> and passes it to Chairman of the Comprehensive Examination Committee

Fill out the form, finalizes the results, attaches the student name lists and the exam results, then proposes these documents to the Graduate Studies Program Committee

Signs the form to acknowledge the examination results

Submit the form to the CGS

Verify the information given in the form before recording the data into the CES system

Graduate Program Officer

Chairman of Comprehensive Examination Committee

Graduate Program Committee

Graduate Program Officer

CGS Officer