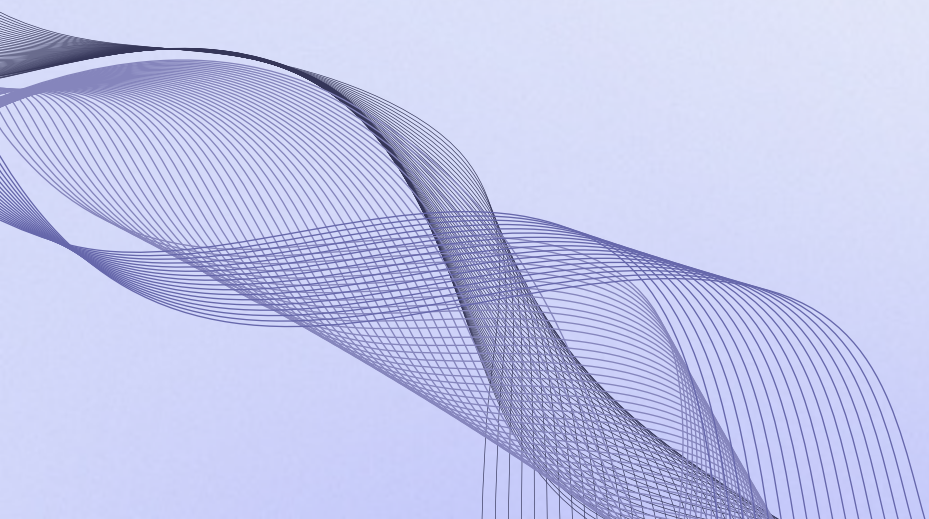


CMUPS

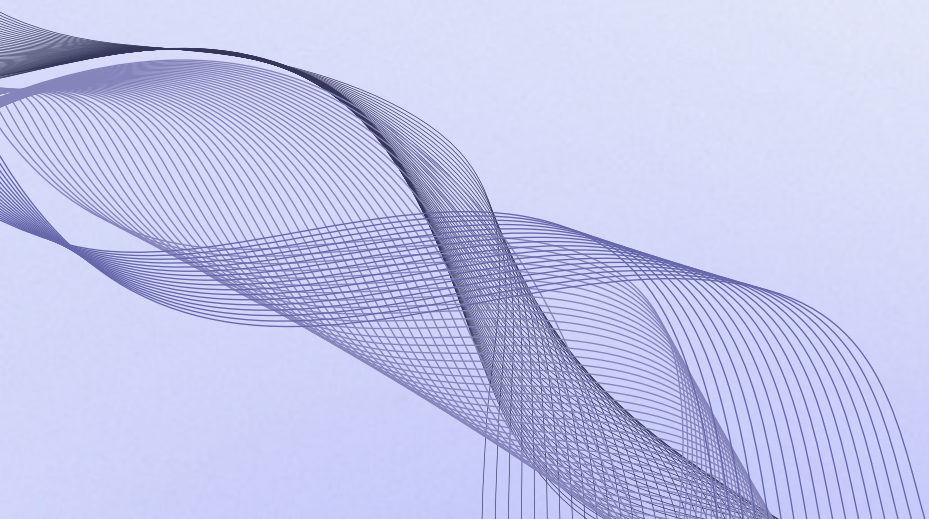
Student Guidebook

2025



Part I

Scholarship Disbursement



Tuition Fees

Download Link

General Request Form (REG):

- <https://cmu.to/REG-GenForm>

CMR50 Document (มชท.50)

- REG Enrollment Website

Important Reminders:

- Please download the **General Request Form, specify a deferment of the tuition fee payment (ขอผ่อนผันค่าธรรมเนียมการศึกษา)**,
- Also download the **CMR50 Form (showing enrollment and tuition fees)**.
- Submit both forms **at your faculty/college/institute within 7 days after the semester begins.**

Stationery Allowance

Download Link

- <https://cmu.to/CMUPS-R-Stationery>

Important Reminders:

- Please **submit the form to your faculty/college/institute within 30 days** after the semester begins.
- The stationery allowance will be transferred **within 60 days** after the semester begins, **once your document has been received by our team.**
- If the document is **received after 30 days**, the stationery allowance **will be transferred in the next round**, along with those of other scholarship recipients whose documents have been fully received by our team.

Living Allowance

Download Link

- <https://cmu.to/CMUPS-R-Living>

For Code 66 Only:

- <https://cmu.to/CMUPS-R-LivingC66>

Important Reminders:

- Please **submit the document to your faculty/college/institute**, which will then forward it to the Student Development Division of Chiang Mai University.
- Once the document reaches our team and is processed, the living allowance will be **transferred according to this timeline.**

Living Allowance

Processing Round	Document Received Period	Living Allowance Transfer Period
Round 1	within the 5 th of the previous month	5 th - 10 th of the month
Round 2	during the 6 th - 20 th of the previous month	25 th - 30 th of the month
Round 3	after the 21 st of the previous month	within the next month after Round 2

For Example: Living Allowance for September

- **Round 1:** Expect to **transfer during 5th - 10th September.**
The document reached our team **within the 5th August.**
- **Round 2:** Expect to **transfer during 25th - 30th September.**
The document reached our team **during the 6th - 20th August.**
- **Round 3:** Expect to **transfer within October.**
The document reached our team **after 21st August.**

Settlement Allowance

Download Link

- <https://cmu.to/CMUPS-R-Settlement>

Important Reminders:

- The settlement allowance is a **one-time payment** and will be processed for transfer once the scholarship contract has been fully reviewed and approved by the university.
- The payment will be transferred **by the end of the semester**.
- If the document is received in the **final month of the semester**, the transfer will be made **within 15 working days**.

Travel Expenses (Inbound)

Download Link

- <https://cmu.to/CMUPS-R-ToCMU>

Important Reminders:

- The travel expenses (To CMU) is a **one-time payment** and will be processed for transfer once the scholarship contract has been fully reviewed and approved by the university.
- The payment will be transferred by the **end of the semester**.
- If the document is received in the **final month of the semester**, the transfer will be made **within 15 working days**.

Additional Required Documents:

- Evidence of Airfare or Transportation Payment.
- Airline Ticket or Transportation Ticket
- Boarding Pass (if applicable)

Publication Allowance

Download Link

- <https://cmu.to/CMUPS-R-Publication>

Important Reminders:

- The publication allowance is a **one-time payment** and will be processed for transfer once the publication has been accepted or published in the journal.
- The payment will be transferred by the **end of the semester** or the **last academic year**. If the document is received **in the final month** of the semester, the transfer will be made **within 15 working days**.

Additional Required Documents:

- Publication
- Publication Payment Receipt

Travel Expenses (Outbound)

Download Link

- <https://cmu.to/CMUPS-R-ToHometown>

Important Reminders:

- The travel expenses (return to hometown) are a **one-time payment** and **will be processed for transfer once the request to close out the scholarship has been fully reviewed and approved** by the university, and the **scholarship recipient has graduated**.
- The payment will be **transferred by the end of the semester** or the **last academic year**. If the document is received in **the final month** of the semester, the transfer will be made **within 15 working days**.

Additional Required Documents:

- Evidence of Airfare or Transportation Payment.
- Airline Ticket, Flight Itinerary, or Transportation Ticket
- Boarding Pass (if applicable)

Receipt Documents

Important:

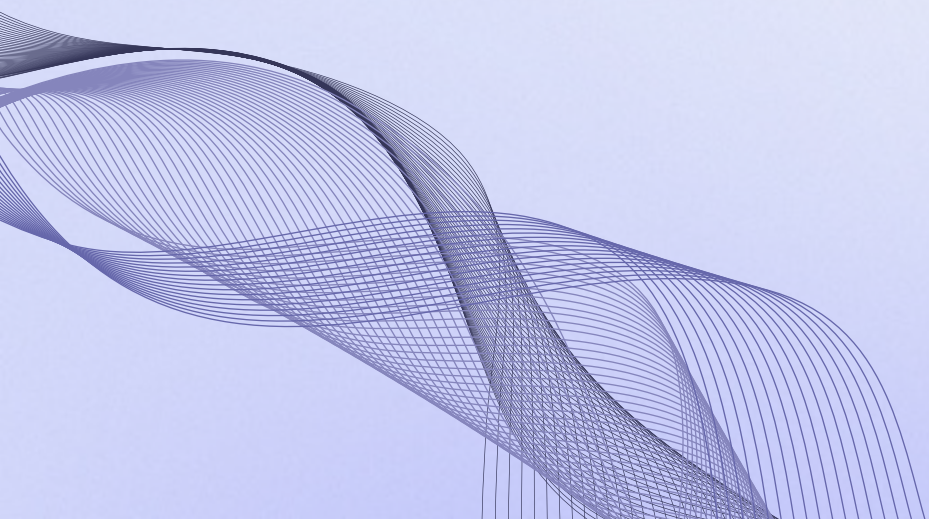
- For each receipt, please ensure that **it is correctly filled out** and that all **related supporting documents are attached**.
- Please **leave the (Date)/(Month)/(Year)** section at the top of the form **blank**. This will be completed by the staff on the date of processing.

Further Details:

- If you have any questions or need more information, please reach us at: **CMU Grad. Scholarship** (LINE Official Account) by using this link: **<https://cmu.to/sdd-gradoa>**

Part II

Scholarship Guide



Request Leave / Resignation

In the event that the scholarship recipient **prefers to take a leave during the academic semester or resign from being a student at Chiang Mai University**

The scholarship recipient **must report to their faculty/college/institute** to prepare the necessary documents and then report to the scholarship office **before officially requesting approval from the university.**

Progress Report

Download Link

- <https://cmu.to/CMUPS-Progress>

Important Reminders:

- The scholarship recipient **must submit the progress report** to their **faculty/college/institute within 14 days after the semester ends**, which will then be forwarded to the Student Development Division of Chiang Mai University.
- The progress report **must provide detailed information** in order to continue receiving the scholarship disbursement

Additional Required Documents:

- Related Document such as Thesis Proposal, and/or Publication etc.

Thesis Proposal Approval

Important Reminders:

- The scholarship recipient **must receive approval for their thesis proposal** within the following timeframes, **as per the scholarship conditions**:
 - **Doctoral Degree: within 3 normal academic semesters.**
 - **Master's Degree: within 1 academic year.**
- Upon receiving approval, the scholarship recipient **must report to their faculty/college/institute** and forward the related documents, including the approval, to the Student Development Division of Chiang Mai University **within 14 days.**

Travel Abroad Notification and Request for Approval

In the event that **the scholarship recipient is traveling outside of Thailand** for purposes such as conducting research, returning to their hometown, or presenting a paper at a conference, etc.,

The scholarship recipient **must report to their faculty/college/institute** and **submit the relevant documents** requesting approval to the Student Development Division of Chiang Mai University for travel **at least 15 working days before the trip.**

Contact Us

Further Details:

- If you have any questions or need more information, please reach us at: **CMU Grad. Scholarship** (LINE Official Account) by using this link: <https://cmu.to/sdd-gradoa>

