

MISSING THE ONLINE EXAM - 2/2019

OFFICE OF ACADEMIC AFFAIRS, APRIL 21, 2020



This MISSING THE ONLINE EXAM – 2/2019 is one of the three sets of information and instructions – the other two are “AU ONLINE EXAM GUIDELINES” and “AU ONLINE EXAM INSTRUCTIONS” - students are highly recommended to familiarize before attempting the ONLINE Examination.

**All examination questions are Assumption University's property,
do not disseminate or duplicate without proper authorization.
Sharing and/or duplicating the questions, irrespective of reasons,
will subject students to Academic Dishonesty's terms of
punishment.**

- In case students have missed the examination because of the unavoidable situations i.e. personal matters that prevent them from taking the online examination, students can petition for the “late examination” by scanning the QR code below to access the petition form, fill in the required information in the provided form, and submit the complete petition as well as scanned documents i.e. pictures, medical bills etc that could substantiate the petition to the Office within **May 25th, 2020**.



- The results of the petition would be announced on **June 1st, 2020** at www.au.edu Topic News and Events
- Should the Late Exam Committee requires the interview with the students, the interview's result would be announced on **June 10th, 2020** at the above website.
- With permission to take the “late examination”, students must:
 1. pay the late exam fee of 1,000 baht/permitted subject at Krungsri Bank, Account number 425-000-1629 within **June 11 – 15 before 16.00** hrs, otherwise the petition would be discarded.
 2. Submit the scanned or captured picture of the receipt of the late-exam fee payment with their students ID code to financial@au.edu within the aforementioned dates.

- Note:** a) Failure to fulfill the 2 above requirements will subject the students to obtaining the “W” grade for the subject(s) concerned.
- b) Prior to making the late-exam fee payment for the subjects with late-exam permission, students must be certain about their intention and readiness for the examination of the concerned subjects, as the late examination fee, once paid, would be non-refundable.
- Check exam schedule from website www.au.edu Topic: News and Events on **June 30th, 2020.**
 - **Late Exam and time conflict exams** are scheduled on **July 11th – 12th, 2020.**
 - **Irrespective of students’ reasons, there will not be any arrangement of special make-up examinations** for students missing the aforementioned exams, and the “W” grade would be automatically assigned to the subjects concerned. As such, students are expected to always remind themselves of the stated dates.