



On-line Pre-registration

Introduction

1. **Search:** In step one of the on-line pre-registration processes you can first search to look at the alternatives for your subject choices in the coming term.
2. **Choose:** In step two, you must log-in to the system to make your choices.
3. **Make changes:** After making your choices, you may also go back and make changes during the pre-registration period. After the end of the pre-registration period, the system will be locked while we confirm space allocation in sections and time.
4. **Registration:** During the regular registration period in a few weeks we will confirm your choices and you will have another chance to make changes.

Searching for subjects to register in this term

1. Go to <http://reg.cmmu.mahidol.ac.th>
2. Select “Course-Class” on the left menu bar.
3. At Step 1, Select “Existing Course Code” from the drop down menu.
4. At Step 2, Select All
5. At Step 3, Select 100
6. At Step 4, Enter Year- 2018 Term-1
7. Campus -1: International Program Program – MM-ENG
8. At Step 5, click “ Search ”
9. Select 3 subject codes that you intend to enroll.

The screenshot shows the user interface of the online pre-registration system. At the top, there is a blue header with the Mahidol University logo and the text "COLLEGE OF MANAGEMENT MAHIDOL UNIVERSITY". Below the header, there is a "Select Menu" sidebar with options like "Print Friendly" and "Back". The main content area displays five steps for searching courses. Step 1 is "STEP 1 COURSE GROUP" with a dropdown menu set to "EXISTING COURSE CODE". Step 2 is "STEP 2 DEPARTMENT OWNER" with a dropdown menu set to "All". Step 3 is "STEP 3 SEARCH RESULT SHOULD NOT EXCEED" with a dropdown menu set to "100". Step 4 is "STEP 4 Academic Year (A.D.)2018 - 1" with two dropdown menus: "Campus" set to "1: International Program" and "Program" set to "1: MM- ENG". Step 5 is "STEP 5 Input coursecode/coursename into the given space and click the button SEARCH" with two input fields and a "SEARCH" button. A language dropdown menu in the top right corner is set to "English".

Choosing Your Classes for Pre-registration

1. Go to <http://reg.cmmu.mahidol.ac.th>
2. Enter the system : LOGIN

PLEASE ENTER YOUR LOGIN AND PASSWORD



LOGIN
PASSWORD

- Before entering the system, the student needs to login by clicking LOGIN.
LOGIN: gxxxxxxx (Your user name begins with a letter 'g' followed by 7 digits of student ID)
PASSWORD: xxxx (The last 4 digits of your Thai citizen ID or the last 4 digits of your passport number in case you are non-Thai)

Then, clicks SUBMIT.

After login, click [Preregister](#) in the left menu to enter the pre-registration system. This menu will be activated only during pre-registration period.

Step for Pre-registration

Subjects required

Academic Year (A.D.) 2018/1 Type of enrollment NORMAL [Thesis Only](#)

Course CODE	-----DESCRIPTION-----	CREDIT	SECTION
<input type="text"/>			<input type="text"/>

- **STEP 1** Select Type of enrollment (Normal or Thesis only)
- **STEP 2** Enter course code and section for normal course (Enter course code, credit and section for thesis course)
- **STEP 3** Click to save your selection
- **STEP 4** Repeat step 1-3 until all courses are submitted then click 'back' and 'logout'
- **SUGGESTION**
 - * Click [[DELETE](#)] when you want to delete course.
 - * You can search course code from menu on the left.
 - * You can calculate payment from menu on the left.
 - * You can check study/exam timetable from menu on the left.

Your pre-registration result will be confirmed on [April 18, 2018](#) via the CMMU website. Students who are satisfied with their pre-registration results need not register again. The result will be your formal registration unless you change it after this stage.

As noted above, if students are moved out of a section following pre-registration, they will be able to sign up for new choices during the regular registration period between [April 19-21, 2018](#).