

WELCOME TO SUT!

In this guideline, it will mainly cover the most frequently asked questions and some necessary procedures for you to navigate through the **SUT Registration system** or **SUT Reg**.

The following list are the topics we will be showing:

Topic	Content	Page
1	Student Transcript (101)	5
2	Student ID Request (7001, 7002, 7003)	5
3	Student Status (for visa extension; 317, 318)	6
4	Others	7

Note:

- **SUT Registration System** can be accessed using the following link:
<http://reg5.sut.ac.th/>

The screenshot shows the homepage of the SUT Registration System. The page is in Thai and features a navigation menu on the left with options like 'เข้าสู่ระบบ' (Login), 'วิชาที่เปิดสอน' (Courses), and 'ตารางสอนรวม' (Class Schedule). The main content area includes a header with the SUT logo and accreditation logos (ISO 9001, BUREAU VERITAS, UKAS). Below the header, there are three tabs: 'ศูนย์บริการการศึกษา', 'รับสมัครเข้าศึกษา', and 'มหาวิทยาลัยเทคโนโลยีสุรนารี'. The main heading is 'ข่าวประกาศ' (News/Announcements). The first announcement is from the 'ผู้สำเร็จการศึกษา' (Graduation) department, stating that the graduation ceremony will be held on May 11-31, 2565. The second announcement is from the 'นักศึกษาสามารถทำกรณียา Online' (Students can apply for online) department, providing information about online applications for various services. The page also includes a 'สำหรับนักศึกษาที่จบการศึกษาแล้ว' (For graduates) section and a 'ประกาศเรื่อง' (Notice) section with a list of items.

- By default, the **SUT Reg** will be in THAI language. **To change**, please select the English button on the far-left corner.

The screenshot shows the SUT Registrar website homepage. The browser address bar displays `reg5.sut.ac.th/registrar/home.asp?Serv=7&?avs=44679.5898148148`. The page title is "ระบบทะเบียนและประเมินผลนักศึกษา" (Student Registration and Assessment System) and the subtitle is "ศูนย์บริการการศึกษา มหาวิทยาลัยเทคโนโลยีสุรนารี" (Student Service Center, Suranaree University of Technology). The page is in Thai language. A red arrow points to the "ENGLISH" button in the top-left navigation menu. The main content area features a yellow banner with the text: "ผู้สำเร็จการศึกษา แจ้งรับปริญญาได้ ระบบฐานข้อมูลศิษย์เก่า มหาวิทยาลัยเทคโนโลยีสุรนารี" (Graduates can receive their diplomas. Alumni database system, Suranaree University of Technology). Below the banner, there is a section for "นักศึกษาสามารถทำการยื่นคำร้อง Online ผ่านระบบทะเบียนและประเมินผลฯ" (Students can apply online through the registration and assessment system). The page also includes a sidebar with various navigation options and a footer with contact information.

- Afterwards, click **LOG-IN**. By default, **CIA-SUT** will set-up your log-in credentials as follows:
 - LOG-IN CODE** – STUDENT ID Number (B6XXXXXX)
 - Password** – Passport Number
- After that, you will then enter the **homepage**. This is where we can then proceed to other services that are available for you.

The screenshot shows the SUT Registrar website homepage in English language. The browser address bar displays `https://reg5.sut.ac.th/registrar/student.asp?avs236884359=6`. The page title is "ระบบทะเบียนและประเมินผลนักศึกษา" (Student Registration and Assessment System) and the subtitle is "ศูนย์บริการการศึกษา มหาวิทยาลัยเทคโนโลยีสุรนารี" (Student Service Center, Suranaree University of Technology). The page is in English language. The main content area features a yellow banner with the text: "There is unpaid list. check at Debt/Scholarship". Below the banner, there is a section for "แบบสำรวจความพึงพอใจต่อการให้บริการของศูนย์บริการการศึกษา" (Survey on satisfaction with the service provided by the Student Service Center). The page also includes a sidebar with various navigation options and a footer with contact information.

- To request for any **documents** related to **visa extension, transcripts, student status** and others; please click on **Document Online and Services** button below.

The screenshot shows the registrar website interface. On the left is a 'Select Menu' sidebar with various options. A red arrow points to the 'Document Online And Services' option. The main content area displays a message: 'There is unpaid list. check at Debt/Scholarship'. Below this is a 'NEWS TOPIC' section with three items, each with an 'ANNOUNCED BY' and 'ANNOUNCED DATE'.

Select Menu

- Logout
- Change Password
- Add/Drop Enroll
- ติดตามผลขอเพิ่มถอน
- + Enrollment Result
- + Invoice Payment
- Study Timetable
- Student Biblio
- Debt/Scholarship
- Student Loan
- Grade Result
- Graduation Check
- (English Proficiency Exam) Result
- Document Online And Services
- Petition
- Graduation Request

There is unpaid list.
check at Debt/Scholarship

แบบสำรวจความพึงพอใจต่อการให้บริการของศูนย์บริการการศึกษา
นักศึกษาโปรดให้ข้อมูลเพื่อการปรับปรุง แก้ไข

++ แบบประเมินความพึงพอใจต่อการให้บริการ คลิกที่นี่ ++

NEWS TOPIC

- ANNOUNCED BY - ANNOUNCED DATE 9 August 2021
[Request to modify records history.](#)
From the first semester of 2018(6 August 2018) onwards. Students can request revision of historical records data. The student ID, name and currency of the student and the data needs to be modified from ... to ..., Send E-mail with Scan file. Send to sawet@sut.ac.th
- ANNOUNCED BY **Registrar Office** ANNOUNCED DATE 3 July 2018
- ANNOUNCED BY - ANNOUNCED DATE 2 July 2018

Submitting requests for important educational documents.

!! Request for a Online Documentation and Other Services

STEP 1. Select Document , Enter Amount. Type Of Receive

SELECT	LIST	NUMBER	ACADEMIC YEAR	TRIMESTER	Pay
<input type="checkbox"/>	101 : Transcript (Eng)	1			20
<input type="checkbox"/>	203 : Student's status confirmation letter (Undergraduate level with an assigned major - Thai)	1			20
<input type="checkbox"/>	208 : Student's status confirmation letter (with year - Thai)	1			20
<input type="checkbox"/>	213 : Student's status confirmation letter (Undergraduate level with an assigned major - Eng)	1			20
<input type="checkbox"/>	218 : Student's status confirmation letter (with year - Eng)	1			20
<input type="checkbox"/>	317 : Student's status confirmation letter for Visa Extension (Thai)	1			20
<input type="checkbox"/>	318 : Student's status confirmation letter for Visa Extension (English)	1			20
<input type="checkbox"/>	525 : Grade report	1	2563	1	20
<input type="checkbox"/>	7001 : Student ID Card request - Damaged card	1			30
<input type="checkbox"/>	7002 : Student ID Card request - Lost card	1			200
<input type="checkbox"/>	7003 : Student ID Card request - Expired card	1			0

Reason :

Recieve Document By : Recieve By Own Recieve By Post

Input Phone Number Or Mobile

Mobile * Format of Phone Number 0890000000

E-mail address

1. **Student Transcript (101)**

- Request **Student Transcript**¹ with **document code 101** from the list by clicking the check box
- Choose how many copies on the **number** column.
- If you wish to request another document, do the same process and then..
- Proceed by answering:
 - 1) **REASON** of request
 - 2) **RECEIVE** options (either by **post** or **self-pickup**²)
 - 3) **INPUT** mobile phone number and current email address
- Afterwards, you will be asked to review the details. If everything is correct, click **confirm**.

2. **Student ID Request (7001, 7002, 7003)**

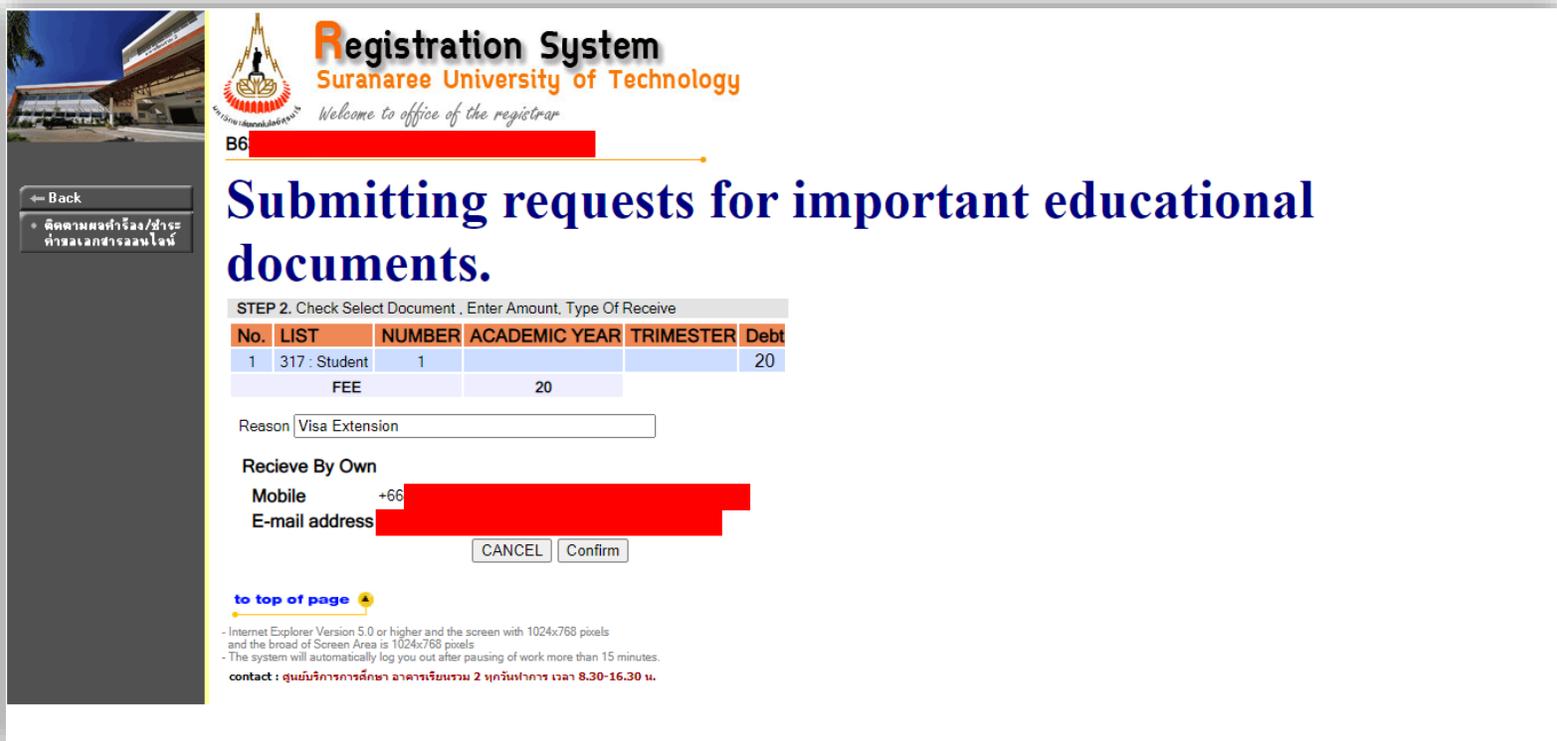
- **Student ID Request** has three types:
 - 1) **7001** – use this request code if your student id is **damaged**
 - 2) **7002** – use this request code if your student id is **lost**
 - 3) **7003** – use this request code if your student id has **expired**
- Choose how many copies on the **number** column.
- If you wish to request another document, do the same process and then..
- Proceed by answering:
 - 1) **REASON** of request
 - 2) **RECEIVE** options (either by **post** or **self-pickup**)
 - 3) **INPUT** mobile phone number and current email address
- Afterwards, you will be asked to review the details. If everything is correct, click **confirm**.

¹ Corresponding cost on each document are also posted on the far-right of the table

² The **self-pickup** point is at **Center for Education Services (CES)** building at **Academic Building 2 (B2)**

3. Student Status Request (317, 318)

- **Student Status Request** has two types:
 - 1) **317** – use this if you want to request in **THAI** Language
 - 2) **318** – use this if you to request in **ENGLISH** Language
- Choose how many copies on the **number** column.
- If you wish to request another document, do the same process and then..
- Proceed by answering:
 - 4) **REASON** of request
 - 5) **RECEIVE** options (either by **post** or **self-pickup**)
 - 6) **INPUT** mobile phone number and current email address
- Afterwards, you will be asked to review the details. If everything is correct, click **confirm**.



Registration System
Suranaree University of Technology
Welcome to office of the registrar

B6 [REDACTED]

Submitting requests for important educational documents.

STEP 2. Check Select Document , Enter Amount, Type Of Receive

No.	LIST	NUMBER	ACADEMIC YEAR	TRIMESTER	Debt
1	317 : Student	1			20
	FEE		20		

Reason

Recieve By Own

Mobile +66 [REDACTED]

E-mail address [REDACTED]

[to top of page](#)

- Internet Explorer Version 5.0 or higher and the screen with 1024x768 pixels and the broad of Screen Area is 1024x768 pixels
- The system will automatically log you out after pausing of work more than 15 minutes.
contact : ศูนย์บริการการศึกษา อาคารเรียนรวม 2 หอศิลป์อาคาร 2 โทร 8.30-16.30 น.

Should you have further questions, please do not hesitate to contact **Center for International Affairs (CIA) SUT.**

You may reach them through the following channels:

Facebook – CIA SUT <https://www.facebook.com/sutcia>

Email – P' Tee hataikan@g.sut.ac.th

CIA SUT cia@g.sut.ac.th