# <u>ขั้นตอนการกรอกใบสมัคร</u>

- 1. กรอกใบสมัครที่ www.muic.mahidol.ac.th
- 2. เลือก "Create an account"

| Mahidol University<br>International College  |                   |  |
|--|-------------------|--|
| Login to your account          Username         Password   |                   |  |
| Forgot your password ?<br>no worries, click here to reset your password.<br>Don't have an account yet ? Create an account<br>Didn't Receive confirmation email? Click here | Create an account |  |
| Version: 201309162300  |                   |  |

 กรอก Email ,password และเลือก Application Type (ผู้สมัครสามารถใช้ Username และ Password เดิมในการกรอกใบสมัครครั้งต่อไป)

| International College             |   |
|-----------------------------------|---|
| international concept             |   |
| Sign Up                           |   |
| Enter your account details below: |   |
| Email                             |   |
| Re-type Your Email                |   |
| Password                          |   |
| Re-type Your Password             |   |
| Application Type                  | Choose your application type                      |
| ✓ Select One<br>Thai<br>Non-Thai  | you will see warnings after<br>you have made your |

 หลังจากที่กรอกข้อมูลครบถ้วนแล้ว ผู้สมัครต้องยืนยัน account ในอีเมล์ที่ใช้ในการสมัคร และ กด "<u>Confirm my account"</u>



admin@sixpacksumo.com to me 🗨

Welcome <u>boonrat0312@gmail.com</u>! You can confirm your account email through the link below: <u>Confirm my account</u>

5. เมื่อกด confirm my account จะปรากฎหน้าจอให้ทำการ log in เพื่อกรอกใบสมัคร

| Mahidol University<br>International College  |  |
|--|--|
| Login to your account          myemail@gmail.com            Login ③  | Login to your account<br>after you have<br>confirmed your email. |
| Forgot your password ?<br>no worries, click here to reset your password.<br>Don't have an account yet ? Create an account<br>Didn't Receive confirmation email? Click here |  |
| Version: 201309162300  |  |

### 6. เลือก "Application"

### 6.1 เลือก Personal Details กรอกข้อมูลให้ครบถ้วนและกด "Save"

| Count         Presse Fill information in Every Tab           • Status         • Personal details         • Personal details         • Personal details           • Personal details         • Personal details         • Personal details         • Personal details           • Addition Budgeand         • Adjutation Budgeand         • Respond Detail         • Rative First Name*         Edits to change           • Adjutation Budgeand         • Adjutation Budgeand         • Native Hiddle Name         Edits to change           • Other         • Salenit         • Native Hiddle Name         Edits to change           • Salenit         • Rative Middle Name         Edits to change           • Date         English Middle Name         Edits to change           • English Middle Name         Edits to change         • Complexitionality           • English Middle Name         Edits to change         • Complexitionality           • English Middle Name         Edits to change         • Complexitionality           • English Middle Name         Edits to change         • Complexitionality           • English Middle Name         Edits to change         • Complexitionality           • English Middle Name         English Middle Name         • English Middle Name           • English Middle Name         English Complexition Personal         • English C   | Application For  | 0  |                                   |
|--|--|--|-----------------------------------|
| Please Fill Information In Every Tab • Server details • Personal Details • Personal Detail Form • Personal Detail Form • Retrieve Machine and Passport Number and required • Personal Detail Form • Retrieve Machine Carl • Other • Retrieve Machine Carl • Other • Retrieve Machine Carl • R  | Application Form   |  |                                   |
| Personal Details    Personal Detail Form      Personal Detail Form     <   | Status     Please Fill Information     Field with * are required     Either or both Thai ID No | In Every Tab<br>fields<br>umber and Passport Number are requ | uired                             |
| Address   • Address   • Education Background   • Application Octal   • Other   • Submit     • Native Hirst Name*   • Click to change   • Lawe black dyoud don't have one     • Native Last Name*   • Click to change   • Lawe black dyoud don't have one     • Native Last Name*   • Click to change   • Lawe black dyoud don't have one     • Reglish Hirst Name*   • Click to change   • Lawe black dyoud don't have one     • English Hirst Name*   • Click to change   • Lawe black dyou don't have one     • English Hirst Name*   • Click to change   • Lawe black dyou don't have one     • English Hirst Name*   • Click to change   • Lawe black dyou don't have one     • English Hirst Name*   • Click to change   • Lawe black dyou don't have one     • English Hirst Name*   • Click to change   • Click to change   • Click to change   • Click to drange   • Click to change   | • Personal Details   | Personal Detail Form   |                                   |
| I bitaciation Baciground Application Declaid   I chore Native First Name*   I click to change Iclick to change   Submit: Native Middle Name   I click to change Iclick to change   Submit: Iclick to change   I click to change Iclick to change   English First Name* Iclick to change   English First Name* Iclick to change   I click to change Iclick to change   English First Name* Iclick to change   English I Last Name* Iclick to change   English First Name* Iclick to change   English I Last Name* Iclick to change   I Ratio Iclick to change   English I Last Name* <t< td=""><td>• Address</td><td></td><td></td></t<>   | • Address  |  |                                   |
| Application Detail     Other     Submit     Submit     Other     Submit     Submit | Education Background   | Native First Name*   | click to change                   |
| Ative Middle Name click to change   Salonit Native Middle Name   English First Name click to change   English Middle Name click to change   English Att Name click to change   English Att Name click to change   English Att Name click to change   Date of Birth* 1   Native Language -select one   Country of<br>Country of<br>Country of<br>Country of<br>Country of<br>Country of<br>Country of<br>   | Application Detail   |  | Example: สมชาย                    |
| Submit Native Last Name Edick to change   English First Name Edick to change   English First Name Edick to change   English Middle Name Edick to change   English Middle Name Edick to change   English Last Name* Edick to change   English Middle Name Image   English Middle Name Edick to change   English Middle Name Edick to change   English Middle Name Image   English Last Name* Image   English Last Name* Image   Image Edick to change   English Middle Name Image   English Last Name* Image   Image Edick to change   English Middle Name Image   Image I  |  | Native Middle Name   | click to change                   |
| Submit       Native Last Name*       click to change         English First Name*       click to change         English First Name*       click to change         English Middle Name       click to change         English Last Name*       click to change         Complex Klastainn       complex Klastainn         Gender*       1       anuary       1970         Cutternshig*       -select one       click to change         Cutternshig*       -select one       click to change         Katige       click to change       complex Buddhinn         Native Language*       click to change       complex Buddhinn         Martial Statu*       Single       Single       click to change         Katige       Single       Single       Diverced       Single         Martial Statu*       Single       Single       Click to change       complex Buddhinn         Martial Statu*       Single       Single       Single       Click to change         Sumplex Buddhinn       click to change   | O Other  |  | Leave blank if you don't have one |
| English First Name click to change   English Middle Name click to change   English Middle Name click to change   English Last Name click to change   English Last Name click to change   English Last Name click to change   English Middle Name click to change   English Last Name select one  | Submit   | Native Last Name*  | click to change                   |
| English First Name click to change   English Middle Name click to change   English Last Name of Male   Cender* of Male   Image: Statistism of Birth*   Ima   |  |  | Example: เกียรติ์สยาม             |
| English Hrist Name click to change   English Middle Name click to change   English Last Name* female   Image: Statistic Country of Click to change select one   Country of Click to change click to change   Native Language* click to change   Eample: Thai click to change   Religion* click to change   Marial Status* Single   Marial Status* Single   Widowed Segerated   Passport Numbe* 212121   Eample: Autore Jaconge click to change   Eample: Autore Jaconge Segerated   |  |  | The contraction                   |
| English Middle Name       Eldk to change         English Last Name*       Elck to change         English Last Name*       Elck to change         Bample: Klatsiam       Bample: Klatsiam         Gender*       I I I I I IIIIIIIIIIIIIIIIIIIIIIIIIII   |  | English First Name   | click to change                   |
| English Midde Name       Elck to change         English Last Name*       Elck to change         English Last Name*       Elck to change         Gende*       • Male         • Female       • Select one         Citizenshish*       - select one         Citizenshish*       - select one         Nationality*       - select one         Nationality*       - select one         Religion*       Elck to change         Example: Thai          Native Language*       Elck to change         Example: Buddhism          Martial Status*       • Single         • Martial Status*       •  |  |  | example, somenai                  |
| Leve blank if you don't have one   English Last Name*   Click to change   Example: Klassiam   Gende**   Image: Country of Click no Female   Country of Click no fange   South of Birth*   Image: Click no fange   Country of Click no fange   Satismanility*   Image: Click no fange   Example: Klassiam   Image: Click no fange   Example: Thai   Religion*   Image: Click to change   Example: Buddhim   Image: Click to change   Example: Buddhim   Image: Click to change   Image: Click to change <td></td> <td>English Middle Name</td> <td>click to change</td>  |  | English Middle Name  | click to change                   |
| English Last Name click to change   Gender Male   Date of Birth 1 • • January • 1970   Date of Birth 1 • • • select one   Country of<br>Clitzenship • select one   Nationality • select one   Native Language<br>Example: Thal click to change<br>Example: Thal   Rece   |  |  | Leave blank if you don't have one |
| Example: Klatsiam   Gender   Date of Birth*   1   panuary   Date of Birth*   1   i   panuary   1   1   panuary   10   11   11   11   11   11   11   11   11   11   11   11   11   11   11   11   11   11   11   11   12  |  | English Last Name*   | click to change                   |
| Gender          • Male         • Female          Date of Birth*          1         • January         • 1970          Country of<br>Citizenship         select one          Nationality         select one          Reace            Religion   |  |  | Example: Kiatsiam                 |
| Gender   Date of Birth*   1   i   panuary   Country of   Country of   Citizenship*   select one   Citizenship*   select one   Citizenship*   Nationality*   select one   Citizenship*   Race*   Image: Status*   Single   Martial Status*   Single   Martial Status*   Seperated   Passport Numbe*   1231231   Example: 340007237   Mobile Phone   Numbe*   Citick to change   Example: 340007237   |  | 5 - 1 - <b>1</b>   | (a. 11)                           |
| Date of Birth* 1   Date of Birth*  |  | Gender   | Male     Female                   |
| Date of Birth 1 january 1970   Country of<br>Citizenshipi select one   Nationality select one   Native Language*<br>Example: Thai click to change<br>Example: Thai   Race*   Religion* click to change<br>   |  |  | U remaie                          |
| Country of<br>Clizenship   |  | Date of Birth <sup>*</sup>                                   | 1 ¢ January ¢ 1970                |
| Nationality* select one   Native Language* click to change   Example: Thai   Race*     Religion*   click to change   Example: Buddhism   Martial Status*   O Single   O Widowed   O Divorced   Widowed   Seperated     Passport Number*   1231231   Example: 340007237   Click to change   Example: 340007237  |  | Country of<br>Citizenship <sup>*</sup>                       | select one                        |
| Native Language       click to change         Example: Thai         Race   |  | Nationality*   | select one                        |
| Example: Thai<br>Example: Thai<br>Example: Thai<br>Example: Marce*<br>Example: Buddhism<br>Martial Status*<br>Martial Status*<br>Passport Number<br>Mobile Phone<br>Number<br>Example: Status*<br>Example: Status*<br>Number<br>Click to change<br>Example: Status*<br>Single<br>Married<br>Divorced<br>Seperated<br>Example: Status*<br>Example: Status*<br>Click to change<br>Example: Status*  |  | Native Language*   | click to change                   |
| Race   Religion   click to change   Example: Buddhism     Martial Status*   • Single   • Married   • Divorced   • Widowed   • Seperated     Passport Number*   1231231   Example: 340007237     Mobile Phone   Number*     click to change   |  |  | Example: Thai                     |
| Religion click to change   Example: Buddhism   Martial Status*   • Single   • Married   • Divorced   • Widowed   • Seperated     Passport Number*   1231231   Example: 340007237     Mobile Phone   Number*   click to change  |  | Race*  |                                   |
| Keigion       Click to change         Example: Buddhism         Martial Status <ul> <li>Single</li> <li>Married</li> <li>Divorced</li> <li>Widowed</li> <li>Seperated</li> </ul> Passport Number       1231231         Example: 340007237         Mobile Phone<br>Number <ul> <li>Click to change</li> <li>Example: 340007237</li> </ul>   |  | Palizian*  | all de trademan                   |
| Martial Status <ul> <li>Single</li> <li>Married</li> <li>Divorced</li> <li>Widowed</li> <li>Seperated</li> </ul> Passport Number <ul> <li>1231231</li> <li>Example: 340007237</li> <li>Click to change</li> <li>Example: 340007237</li> </ul>  |  | Religion   | Example: Buddhism                 |
| Married<br>Divorced<br>Widowed<br>Seperated<br>Passport Number<br>I231231<br>Example: 340007237<br>Click to change<br>Exa  |  | Martial Status <sup>*</sup>                                  | • Single                          |
| Widowed         Seperated         Passport Number       1231231         Example: 340007237         Mobile Phone<br>Number       click to change         Exa  |  |  | Married     Diversed              |
| Passport Number     1231231       Example: 340007237     Example: 340007237  |  |  | <ul> <li>Widowed</li> </ul>       |
| Passport Number*     1231231       Example: 340007237       Mobile Phone<br>Number*       Click to change       Example: 340007237   |  |  | Seperated                         |
| Example: 340007237  Mobile Phone Number  Example: 340007237   Example: 340007237   |  | Passport Number*   | 1231231                           |
| Mobile Phone<br>Number*<br>Exa   |  |  | Example: 340007237                |
| Exa  |  | Mobile Phone   | click to change                   |
|  |  | Number   | Exa                               |

6.2 เลือกหัวข้อ "Address"และกรอกข้อมูลให้ครบถ้วน โดยกด "Edit" ในแต่ละหัวข้อและกด "Save" หลังจากกรอกข้อมูลเสร็จ

| Mahidol University<br>International College |   |   | 👤 saklism@gmail.com 🗸              |
|---|---|---|------------------------------------|
| Applicant                                   | Application Form  |   |                                    |
| Document Status                             | Please Fill Information In Ev<br>• Field with <sup>•</sup> are required fields<br>• Either or both Thai ID Number | very Tab<br>and Passport Number are required  | Click "Edit" to edit each address. |
|   | <ul> <li>Personal Details</li> <li>Address</li> <li>Education Background</li> <li>Application Detail</li> </ul>   | Address On Id<br>Address:<br>Phone:   | Edit                               |
|   | <ul> <li>Other</li> <li>Submit</li> </ul>   | Mailing Address<br>Address:<br>Phone:   | Edit                               |
|   |   | Father's Contact Information<br>Native Name:<br>English Name:<br>Occupation:<br>Address:<br>Phone:<br>Mobile Phone Number:<br>Email:    | Edit                               |
|   |   | Mother's Contact Information<br>Native Name:<br>English Name:<br>Occupation:<br>Address:<br>Phone:<br>Mobile Phone Number:<br>Email:    | Edit                               |
|   |   | Guardian's Contact Information<br>Native Name:<br>English Name:<br>Occupation:<br>Address:<br>Phone:<br>Mobile Phone Number:<br>Email:  | Edit                               |
|   |   | Emergency's Contact Information<br>Native Name:<br>English Name:<br>Occupation:<br>Address:<br>Phone:<br>Mobile Phone Number:<br>Email: | Edit                               |

### 6.3 เลือก"Education Background" และคลิก "Add"

| Mahidol University<br>International College |   |   |         |                       |                    | 👤 sakl      | lism@gmail.com  ~                                |
|---|---|---|---------|-----------------------|--------------------|-------------|--|
| Applicant                                   | Application Form  |   |         |                       |                    |             |  |
| Document Status                             | Please Fill Information Ir<br>• Field with * are required fie<br>• Either or both Thai ID Num | n Every Tab<br>elds<br>nber and Passport Number are rec | quired  | Click "Ac<br>backgrou | dd" to adc<br>und. | l education |  |
|   | <ul> <li>Personal Details</li> <li>Address</li> </ul>   | Education Backgro                                       | ound    | Certificate           | Enrolled           | Graduated   | Add  |
|   | • Education Background  |   | country |                       | Linoned            | Graduted    | rectori  |
|   | • Application Detail  |   |         |                       |                    |             |  |
|   | • Other   |   |         |                       |                    |             |  |
|   | Submit  |   |         |                       |                    |             |  |
|   |   |   |         |                       |                    |             |  |
|   |   |   |         |                       |                    |             | Window size: 1280 x 7<br>Viewport size: 1280 x 5 |

หน้าจอจะปรากฏ Add Institution เลือกสถาบันที่จบในระดับชั้นมัธยมศึกษาตอนปลายหรือเทียบเท่า \*ในกรณีที่ไม่มีชื่อโรงเรียนให้คลิกที่ "Not in the List" และพิมพ์ชื่อโรงเรียน

| Mahidal University<br>International College | 1  | saklism@gmail.com 🗸  |
|---|--|--|
| Applicant Application                       | opli Add Institution   | Search for your institution name. If you   |
| Document Status                             | Please<br>• F<br>• E<br>• E<br>• Not in the List                 | cannot find your institution name then<br>check "not in the list" and type your<br>institution name. |
|   | Certificate*   | + Add Add  |
|   | <ul> <li>► Enrolled*</li> <li>January</li> <li>↓ 1974</li> </ul> | •  |
|   | Subr   | +  |
|   |  | Cancel Add Select all the other required fields and click add  |

6.4 เลือกหัวข้อ "Application Detail" เลือกสาขาที่สมัครและกรอกคะแนนภาษาอังกฤษ(ถ้ามี) และกด "Save"

| Mahidol University<br>International College |   |  |                       |                            | 👤 saklism@gmail.com  |
|---|---|--|-----------------------|----------------------------|----------------------|
| Applicant ~                                 | Application Form  | ſ  |                       |                            |                      |
| Application                                 |   |  |                       |                            |                      |
| Document Status                             | Please Fill Information<br>• Field with * are required<br>• Either or both Thai ID Nu | In Every Tab<br>fields<br>ımber and Passport Number are requ | uired                 |                            |                      |
|   | Personal Details  | Application Detail For                                       | m                     | Choose major yo            | our are applying for |
|   | O Address   |  | -                     |                            |                      |
|   | • Education Background  | Major  | Animation Prod        | uction                     | \$                   |
|   | • Application Detail  | TOEFL Score  | Listening             | Reading                    | Writing              |
|   | O Other   |  | Speaking              | Total                      |                      |
|   | Submit  |  | Listening / Reading / | Writing / Speaking / Total |                      |
|   |   | TOEFL Test Date  |                       |                            | <b>#</b>             |
|   |   | IELTS Score  | Listening             | Reading                    | Writing              |
|   |   |  | Speaking              | Total                      |                      |
|   |   |  | Listening/ Reading /  | Writing / Speaking /Total  |                      |
|   |   | IELTS Test Date  |                       |                            | <b>#</b>             |
|   |   | SAT Score  | Reading               | Writing                    | Math                 |
|   |   |  | Total                 |                            |                      |
|   |   |  | Reading/Writing/M     | /lath/Total                |                      |
|   |   | SAT Test Date  |                       |                            | <b>m</b>             |
|   |   | Other Foreign  | click to change       |                            |                      |
|   |   | Language You Learnt<br>Before                                | Example: Japanese     | 2                          |                      |
|   |   |  |                       | Always click sa            | Ve Save              |

#### 6.5 เลือกหัวข้อ "Other" กรอกข้อมูลให้ครบถ้วนและกด "Save"

| Mahidol University<br>International College |   |   | saklism@gmail.com 🗸   |  |
|---|---|---|---|--|
| Applicant                                   | Application Form  |   |   |  |
| Document Status                             | Please Fill Information In Every<br>Field with <sup>*</sup> are required fields<br>Either or both Thai ID Number ar | Tab<br>nd Passport Number are required      |   |  |
|   | Personal Details  | Personal Detail Form                        |   |  |
|   | <ul> <li>Address</li> <li>Education Background</li> </ul>   | Extra Activities                            | click to change<br>Example: Hiking  |  |
|   | Application Detail     Other  | Physical<br>disabilities/Health<br>problems | click to change<br>Example: Asthma  |  |
|   | Submit  | Source(s) of Funding                        | g Parent Support<br>Self Support<br>Other   |  |
|   |   | Hear About MUIC From                        | <ul> <li>Exhibition/College Fair/Presentation at school</li> <li>Recommendation by a school counselor</li> <li>Radio</li> <li>TV</li> <li>Newspaper</li> <li>Magazine</li> <li>Poster</li> <li>Website</li> <li>Friends</li> <li>Other</li> </ul> |  |
|   |   |   | Always click save   |  |

 เลือกหัวข้อ "Submit" เพื่อส่งใบสมัครและกด "Agree and Submit (Click here)" หลังจากกด Agree and Submit แล้วไม่สามารถแก้ไขข้อมูลใดๆได้



# 8. คลิก "Agree and Submit" ที่กล่องข้อความที่ระบุค่าสมัคร

|  |  | 🙎 saklism@gmail.com 🗸    |
|--|--|--------------------------|
| Application  | Are you sure?  |                          |
| Please Fill Infor<br>• Field with *a<br>• Either or bot                      | Your Exam Fee is 2,000 Baht<br>Remark: if you send the application by mail, please add another 50 baht.  |                          |
| <ul> <li>Personal Details</li> <li>Address</li> </ul>                        | Cancel Agree and Submit Warning By pressing submit you mean that   |                          |
| <ul> <li>Education Backg</li> <li>Application Deta</li> <li>Other</li> </ul> | You hereby certify that a the latential a backdate with a construct of the latentia backdate with a construct o | ly MUIC.<br>from Mahidol |
| Submit   | Agree and Submit (click here) 십  |                          |

 ผู้สมัครสามารถเช็คสถานะเอกสารได้ในระบบ โดยเลือกที่หัวข้อ "Documents Status" (ใน กรณีของผู้สมัครที่มายื่นเอกสารด้วยตนเอง หัวข้อ "Documents Status" จะถูกอัพเดทในวัน สมัคร

| Mahidol University<br>International College |                             |                      | 🧏 saklism@gmail.com 🗸 |
|---|-----------------------------|----------------------|-----------------------|
| 🔺 Applicant 🛛 🗸 🌾                           | Application Document Status |                      |                       |
| Application                                 | a Application               | © Coporal Documents  | @ Cortificato         |
| Document Status                             | Application                 | General Documents    | @ Certificate         |
|   | Waiting for document        | Waiting for document | Waiting for document  |
|   | © English Proficiency       | © Other              |                       |
| You can check yo application status         | ur<br>here                  | Waiting for document |                       |