



## Announcement of Khon Kaen University International College

( 3 / 2565)

### Mid-term Examination; Proctors and Examination Rules

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Dear : All Examiners,

- Attachments:
- 1) Examination's time table
  - 2) List of Proctors for each course
  - 3) Examination rules

Referring to Khon Kaen University International College, Mid-term examination will take place from the January 31 – February 4, 2022, all proctors are requested to attend the examination sessions as part of their job's responsibility at the times and dates as indicated on attachments.

Issued on January 18<sup>th</sup>, 2022

(Asst. Prof. Dr. Wutthiwut Jitjak)

Assoc. Dean for Academic Affairs and Innovation  
For Dean, International College

## Examination Paper Submission, Proctors and Examination Rules

### Examination papers:

Lecturers must submit the original exam paper in hard copy at least 14 days prior to the beginning of the exam period. Failure to do so may result in the lecturer being responsible for making his/her own exam package.

### Examination Rules

1. The proctors pick up the examination package and distribute the examination papers at least 20 minutes before the examination begins at the Staff's room (2<sup>nd</sup> floor).
2. Students are not allowed to enter the examination hall before permission is granted.
3. Students who are late, but not more than 30 minutes after the examination has begun, must seek permission of the proctors and administrator before entering the examination hall.
4. Students who are more than 30 minutes late after the examination has begun are not allowed to enter the examination hall.
5. Students are not allowed to bring mobile phones, calculators, lecture notes, texts and books into the examination hall unless written permission is granted by the lecturer.
6. Students are not permitted to leave the hall before 45 minutes after the examination has begun.
7. Cheating or Attempting to cheat:
  - 7.1 If there is evidence or proof of cheating or attempting to cheat, 2 proctors must file a written report to the administrator. The student then must sign the acknowledgement form prepared by an academic officer.

7.2 All evidence and exam papers must be submitted to the academic officer immediately for further investigation.

7.3 The student can continue the exam after the academic officer has taken pictures of the exam paper.

8. Students are required to immediately stop writing on the examination paper when examination's time is over.

9. Proctors then collect the examination paper and sort them according to the Students' ID numbers. After making a final check of completion of the examination, papers are packed in the examination package.

10. If any student cannot take the examination during the instructed time and date due to unexpected events, the student must do the following;

10.1 The student must contact the administrator immediately and explain the reason why the student cannot take the exams. The student may be allowed to take the exam if the reasons are valid and that it is considered an unexpected event making it impossible for the student to take the examination on the instructed time and date

10.2 The administrator will inform the student when and where to take the examination. The student may be allowed to take the examination on the same day depending on the consideration of the administration.

10.3 If the examination cannot be arranged on the same day, the student must submit an excuse and permission letter to the dean through his/her adviser for consideration of a make-up exam

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**Mid-term Examination; Proctors and Examination Rules**

Date	Time	Subject	Sec	Total	Room	Proctors	Remarks
Monday Jan 31, 2022	08.30 - 11.30	IC011002 Academic English 049003 Academic English	1 - 14	1461	Online Exam	Mr. Paul F. + Ms. Taraa + Dr. Wanwisa + Mr. Roderick Ms. Jintana + Ms. Jittima + Ms. Nitikarn	
			1 - 6	171			
	<i>* please make sure that you get the exam link from the lecturers before the Exam date.</i>						
	9.00 - 12.00	054417 Recreation Resort Management IC113003 Business Service Management IC203008 International Security	1	29	Online Exam	Dr. Pattamol + Mr. Johannes	
			1	31	Online Exam	Asst. Prof. Sirimonbhorn + Mr. Hamilton	
			1	29	Online Exam	Mr. Thapiporn + Mr. Benoit	
<i>* please make sure that you get the exam link from the lecturers before the Exam date.</i>							
	13.00 - 16.00	IC011014 Citizenship and Democratic Society IC011018 Logical Thinking and Problem Solving IC102007 Macroeconomics IC204110 Non-State Actors in International Affairs IC222007 Ethics in Communications	1	25	Online Exam	Mr. Thanakorn + Mr. Sarawut	
			1	49	Online Exam	Dr. Jesper + Asst. Prof. Chanidapa	
			1 - 2	113	Online Exam	Mr. Johannes + Mrs. Wei Yang + Mr. Martin + Ms. Taraa	
			1	12	Online Exam	Mr. Thapiporn + Dr. Peerapong	
			1	38	Online Exam	Dr. Wanwisa + Mr. Benoit	
<i>* please make sure that you get the exam link from the lecturers before the Exam date.</i>							
Tuesday Feb 1, 2022	09.00 - 12.00	IC101002 Introductory Business Statistics IC204106 Foreign Policy of the United States of America 054411 NICHE Tourism 055121 Multimedia Communications IC113004 Customer Relationship Management IC201001 Introduction to Political Sciences	1 - 3	159	Online Exam	Dr. Peerapong + Ms. Nithikarn + Dr. Pitipong + Mr. Sarawut	
			1	6	Online Exam	Mr. Thapiporn + Ms. Rawiporn	
			1	30	Online Exam	Dr. Pattamol + Ms. Khwanjira	
			1	17	Online Exam	Dr. Wanwisa + Mr. Thanakorn	
			1	57	Online Exam	Ms. Lakkana + Ms. Jintana	
1	77	Online Exam	Dr. Thawatchai + Mr. Martin + Mr. Hamilton				
<i>* please make sure that you get the exam link from the lecturers before the Exam date.</i>							

Date	Time	Subject	Sec	Total	Room	Proctors	Remarks	
Tuesday Feb 1, 2022	13.00 - 16.00	049042 Research Applications for Problem Solving	1 - 3	147	Online Exam	Asst. Prof. Dr. Wuthiwut + Dr. Noppawan + Dr. Jesper		
		IC011020 Basic Personal Financial Planning	1	26	Online Exam	Ms. Natthateenee + Mr. Paul F.		
		IC011012 Leadership and Change Management	1 - 5	271	Online Exam	Ms. Lakkana + Asst. Prof. Phaninee + Ms. Rujeeppom + Ms. Chanadda Mrs. Wei Yang		
<i>* please make sure that you get the exam link from the lecturers before the Exam date.</i>								
Wednesday Feb 2, 2022	09.00 - 12.00	IC103003 Business Strategy	1	11	Online Exam	Ms. Natthateenee + Mr. Hamilton		
		IC123005 Business Processes, Operations & Product Development	1	64	Online Exam	Asst. Prof. Chavis + Asst. Prof. Thammasak		
		IC113005 Pricing Strategy and Decision	1	40	Online Exam	Asst. Prof. Phaninee + Ms. Lakkana		
		IC011021 Mathematics & Statistics	1	46	Online Exam	Asst. Prof. Wuthiwut + Mr. Nat		
		050241 Mathematics & Statistics	1					
		IC202009 Diplomacy	1	58	Online Exam	Dr. Thawatchai + Dr. Dylan		
		054305 Human Resource Management for Tourism Business	1	46	Online Exam	Dr. Pattamol + Asst. Prof. Chanidapa		
<i>* please make sure that you get the exam link from the lecturers before the Exam date.</i>								
13.00 - 16.00	13.00 - 16.00	049006 Japanese for Communication I	1 - 4	194	Online Exam	Dr. Dylan + Ms. Kanokon + Ms. Kulpreeya		
		IC011004 Japanese for Communication I	1 - 4			Ms. Jittima		
		049007 Chinese for Communication I	1 - 5	262	Online Exam	Mr. Sarawut + Ms. Nichakorn + Dr. Pitipong		
		IC011005 Chinese for Communication I	1 - 5			Ms. Chanakarn + Ms. Kwanruedee + Ms. Patcharin		
		049015 Chinese for Communication II	2 - 5	168	Online Exam	Mrs. Wei Yang + Ms. Chanadda + Dr. Peerapong		
		IC011008 Chinese for Communication II	1 - 4					
<i>* please make sure that you get the exam link from the lecturers before the Exam date.</i>								

Date	Time	Subject	Sec	Total	Room	Proctors	Remarks
Thursday Feb 3, 2022	09.00 - 12.00	IC103006 Financial Markets, Institutions and International Financial System	1	40	Online Exam	Asst. Prof. Phaninee + Asst. Prof. Kevin	
			1	33	Online Exam	Ms. Kanokon + Dr. Noppawan	
			1 - 2	98	Online Exam	Ms. Lakkana + Mr. Roderick + Mr. Thanakom	
			1	52	Online Exam	Dr. Pattamol + Mr. Nat	
			<i>* please make sure that you get the exam link from the lecturers before the Exam date.</i>				
Friday Feb 4, 2022	13.00 - 16.00	049032 Globalization Studies	1 - 6	572	Online Exam	Asst. Prof. Kevin + Mr. Nat + Dr. Noppawan	
			1 - 7			Ms. Chanadda + Asst. Prof. Chanidapa	
			1 - 2	48	Online Exam	Ms. Natthateenee + Ms. Taraa	
			1				
			<i>* please make sure that you get the exam link from the lecturers before the Exam date.</i>				
Friday Feb 4, 2022	09.00 - 12.00	IC102011 Inferential Statistics for Business Analysis	1 - 2	81	Online Exam	Mr. Johannes + Ms. Chanadda + Ms. Jintana	
			1	42	Online Exam	Ms. Khwanjira + Mr. Roderick	
			1	2	Online Exam	Ms. Kanokon + Mr. Martin	
			1	25			
			<i>* please make sure that you get the exam link from the lecturers before the Exam date.</i>				
	13.00 - 16.00	IC102009 Introduction to Business Research	1 - 2	110	Online Exam	Ms. Natthateenee + Dr. Pitipong + Ms. Khwanjira	
<i>* please make sure that you get the exam link from the lecturers before the Exam date.</i>							