



**Mae Fah Luang University Announcement on  
Guidelines for the Publication of Research by Graduate Students for Graduations,  
B.E. 2568 (2025)**

In order to establish guidelines for the publication of research in accordance with the graduation requirements for graduate students enrolled in programs governed by the Mae Fah Luang University Regulation on Graduate Studies, B.E. 2565 (2022).

By virtue of Section 26 (1) of the Mae Fah Luang University Act B.E. 2541 (1998), together with Clause 5 of the Mae Fah Luang University Regulation on Postgraduate Studies, B.E. 2565 (2022), and the resolutions of the Postgraduate Committee at Meeting No. 8/2568 on 29 August 2568 (2025) and of the Academic Council at Meeting No. 10/2568 on 1 October 2568 (2025), the University hereby issues the following announcement:

1. This announcement shall be referred as the **“Mae Fah Luang University Announcement on Guidelines for the Publication of Research by Graduate Students for Graduations, B.E. 2568 (2025).”**

2. This announcement shall apply to graduate students enrolled in academic programs governed by the Mae Fah Luang University Regulations on Postgraduate Studies, B.E. 2565 (2022) and thereafter.

3. The guidelines for the publication of research for graduate degree graduation are as follows:

3.1 The student’s name must be listed as the “First Author” of the published research paper. The name of the principal advisor of the dissertation or thesis shall be listed as the “Corresponding Author” or “Co-Author”.

In the case that the principal advisor referred to in the preceding paragraph does not wish to have his/her name listed on the student’s published research paper, the advisor

shall indicate this intention in the research publication report form as prescribed by the University, except in cases where the student receives University Scholarships/Grants. In such cases, the conditions stipulated by the University shall apply.

3.2 Research publications must list the primary affiliation of both the student and the principal dissertation/thesis advisor as the relevant School of Mae Fah Luang University. Other authors affiliated with units within Mae Fah Luang University shall also list Mae Fah Luang University as their affiliation. In cases involving academic collaboration, an additional affiliation with the collaborating institution may be listed as the next affiliation.

#### 4. Submission of documents for graduation:

The students must submit the university publication submission form, along with the following references:

##### 4.1 Research in the form of journal articles

4.1.1 In the case of published research articles in a academic journal, students are required to submit the following:

- (1) A copy of the cover page of the academic journal
- (2) A copy of the academic journal's index where the articles appear
- (3) A copy of the published article
- (4) A copy of evidence demonstrating that the journal meets the criteria

prescribed by the University, determined as of the date the student's article was accepted for publication

4.1.2 In the case of research articles that have been accepted for publication, but still in-press, the students are required to submit the following documents:

(1) The acceptance letter or acceptance e-mail from the journal's editorial office, clearly indicating the publication year (Volume) and issue number (Issue)

(2) The article to be published

(3) A copy of evidence demonstrating that the journal meets the criteria prescribed by the University, determined as of the date the student's article was accepted for publication

4.1.3 In the case of research articles presented at national or international academic conferences and published in conference proceedings, students are required to submit the following documents:

- (1) A copy of the proceedings cover

(2) A copy of the table of contents page where students' research paper appear

(3) A copy of the full paper as published in the proceedings

(4) A copy of the page listing the editorial board or conference organizing committee, indicating their institutional affiliations

(5) A copy of the certificate or other evidence confirming that the student personally presented the work at the conference

In cases where a conference paper has been accepted for publication in a national or international journal indexed in databases recognized by the University, the student may submit the journal's acceptance letter in place of items (1) and (2) above.

4.2 Research in the form of innovation, creative works, patent, invention, or other academic works. Students are required to submit documentation showing that the work has been evaluated at a quality level of B or higher by external expert reviewers.

5. In cases where students have been approved to change an education level, research articles that have been published shall be regarded as fulfilling graduation requirements, subject to relevant University announcements.

6. In cases where compliance with this announcement is not possible, or where actions beyond the provisions of this announcement are necessary, such matters shall fall under the discretion and authority of the Academic Council. The decision of the Academic Council shall be final.

Issued on 23 October B.E. 2568 (2025)

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