

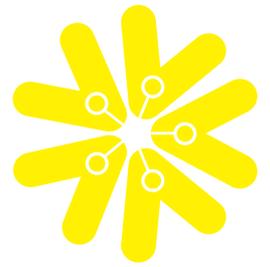
# REGISTRATION and Tuition Fees Payment

for KU NEW Undergraduate Students

# 2025

# KU

# 85



• Bangkhen • Suphan Buri Learning Administration Area office • Irrigation College, Affiliated to KU

## via the Online System

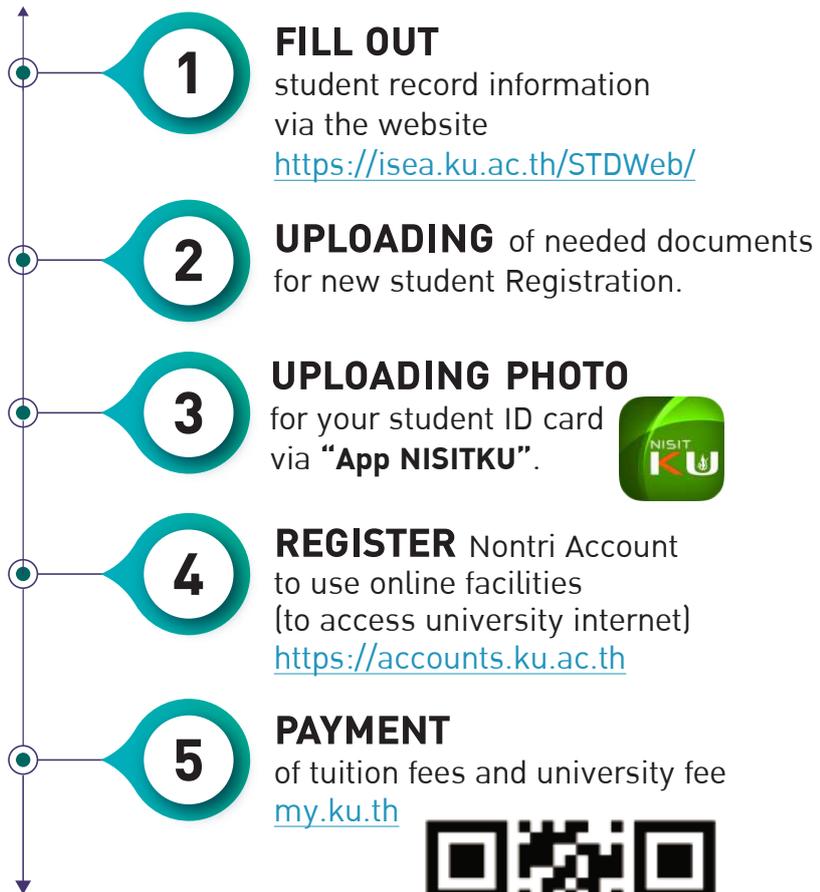
### Complete Freshman Database Information

**TCAS 1** Portfolio  
Jun 6-13, 2025

**TCAS 2** Quota  
Jun 6-13, 2025

**TCAS 3** Admission  
Jun 6-13, 2025

**TCAS 4** Direct Admission  
Jun 11-13, 2025



For more information: <https://admission.ku.ac.th>

on click  "New student information"



Division of Admission Management Office of Educational Administration

## New Student Registration Guide (Bachelor's Degree Level) Kasetsart University, Academic Year 2025 (KU85)

1. Log in to the student information system via <https://isea.ku.ac.th/STDWeb/>

The screenshot shows the login interface for international students. At the top, there is a header with the university name and navigation links. Below the header, there is a search bar and a section titled "สำหรับนิสิตไทย" (For Thai Students) with input fields for "เลขที่บัตรประชาชน" (ID Card No.) and "Pin Code". Below this, there is a section titled "For International Students" with input fields for "Passport No. (เลขพาสปอร์ต)" and "Pin Code". A red box highlights the "Passport No." field, and a yellow box with a blue arrow points to it with the text "Enter your passport number". A "Login" button is located below the input fields. At the bottom, there is a link for "ดาวน์โหลดเอกสาร สทศ.2".

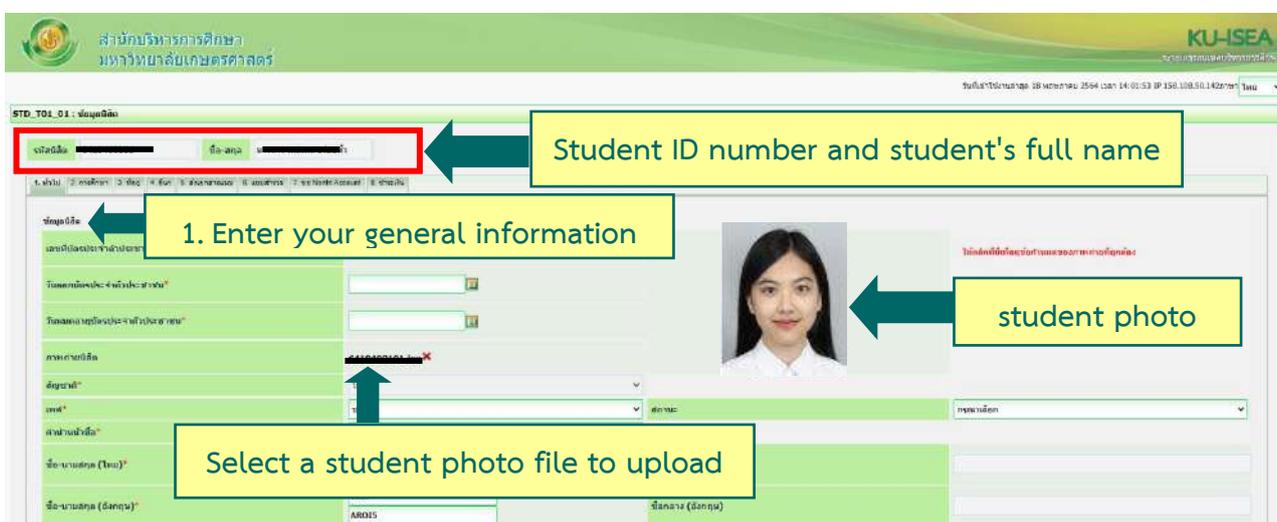
2. Enter your 13-digit national ID number (for Thai students) or passport number (for international students). A 6-digit Pin Code will appear on the screen. **(\*This Pin Code will be shown only once during your first login. Please write it down and keep it safe — you will need it for future logins.)\*** Then, click **Login.** (If you lose your Pin Code, you can request a new one by emailing: [admission@ku.ac.th](mailto:admission@ku.ac.th). Please include your full name, national ID number (for Thai students) or passport number (for international students), faculty, and program. The university will respond within 24 hours.)

The screenshot shows the login interface after the user has entered their passport number. The "Passport No." field is now filled with "9999999999999". The "Pin Code" field is now filled with "131739". A yellow box with a blue arrow points to the "Pin Code" field with the text "Pin Code". The "Login" button is still visible. The "For International Students" section is still present with empty input fields for "Passport No." and "Pin Code". At the bottom, there is a link for "ดาวน์โหลดเอกสาร สทศ.2".

3. The screen will display the **student ID number and the student's full name in Thai for Thai students, in Eng for international students**). Fill in all sections (every menu tab) and click **“Save”** in each of the following menu tabs:

**3.1 General Information:** (Student Details and Parent Information)

- ▶ Fill in all sections and click “Save.”
- ▶ Please check the spelling of your name in Thai (for Thai students only) and in English (for International students), exactly as it appears on your national ID or passport.
- ▶ Your English surname will appear in capital letters.
- ▶ If your father’s or mother’s name is unknown, or if the national ID number, issue date, or expiration date of your father’s, mother’s, or guardian’s ID card is unavailable, you may instead provide your own national ID number or use the date December 31, 2600 B.E.



**\* Upload your student photo (as specified)**

- ▶ Click Choose File > Browse and select your photo file (**only .jpg files are accepted**).
- ▶ Click Open, then Upload to submit the photo. The system will then upload your photo file.

**3.2 Previous Educational Information** (see the image below)

- ▶ Qualification used for admission: Select Upper Secondary Education level.
- ▶ Date of enrollment: Enter the date listed on the front side of the transcript (page 1).
- ▶ For new students with student ID starting with 68 (academic year 2025), please select 2024 as the expected graduation year.
- ▶ Date of graduation: Enter the date of completion of studies as shown on the back side of the transcript.



The image shows a Thai military conscription form. Red circles with numbers 1 through 4 are placed over specific fields: 1 is over the 'Status' (สถานภาพ) field, 2 is over the 'Service Number' (หมายเลขประจำตัวราชการ/กองทัพบก) field, 3 is over the 'Service Type' (ประเภทการเกณฑ์) dropdown menu, and 4 is over the 'Date' (วันที่) field.

Enter military conscription information (If you have not registered for military conscription, you may skip this section and proceed to the next one).

3.5 Upload Documents: Click “Add” to upload the required documents in .pdf format. in the correct order. The system will automatically name the uploaded files.

The image shows the KU-ISEA student information system interface. A green callout box with a white arrow points to the 'Add' button in the document upload section. The callout box contains the text '5. Upload files.' The interface shows a table with columns for document type, file name, and upload status.

3.6 Complete the new student survey (Menu Tab 6: Survey)

The image shows the 'แบบสำรวจนิสิตใหม่' (New Student Survey) form. It includes a header with the university logo and navigation buttons. The main content area is titled 'ข้อมูลการเข้าศึกษา' (Study Information) and contains two sections of questions. The first section asks about the student's current status (e.g., Portfolio, Transfer, Admission). The second section asks about the student's previous education (e.g., High School, University, etc.).

3.7 Click "Save". This will save the information and allow the student to proceed to the next step without needing to print a hard copy from the system.

### 3.8 Request for Nontri Network account registration.– Tab No. 7

New students applying for a Nontri Account must prepare the required documents and upload them for verification before proceeding with the account opening. For more information, please refer to the Nontri Account details at <https://accounts.ku.th>.

**3.9 Payment of Tuition and Other Fees** (via Menu Tab no. 8: Payment) Make your payment at <http://my.ku.th>. Log in using your account ID (b68xxxxxxx) and the password you created when registering your Nontri network user account (see Step 3.8). Proceed to pay the specified tuition and related fees.

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#### Personal data amendment request.

- In case you need to edit information that has already been saved (except for the national ID number and full name in Thai), you must log in and update the information yourself, then save it again. **The system will consider the most recently saved information as final.** Please note that this must be done within the registration period for new students.

- If the national ID number or full name in Thai (for Thai students) and in Eng (for international students) is incorrect, please contact the Division of Admissions Management, Office of Educational Administration, at 02-1180100 ext. 8046–8051 (during office hours) to request a correction **by June 13, 2025.**

# KU85 Provide the following documents to upload via the Online System

1

## Photo file for the student card in App Nisit KU.



If students taking photos in a photo studio, please show the studio how to take photos following the below details.

Otherwise, the image size might be incorrect, and not according to the university rules.



2

## Print a Student Contract (OEA Form 2) (.pdf) and fill out a form, together with the signature of parent and witness.

Fill out a form, together with the signature of parent and witness.

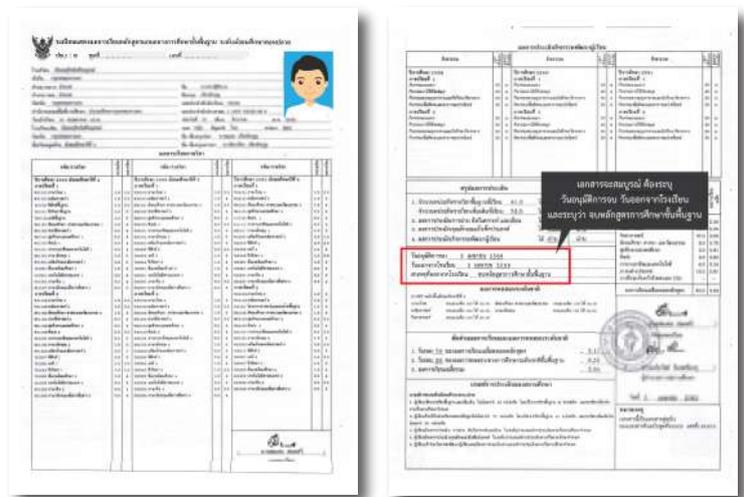
\*Write and sign via Ipad or tablet is acceptable.

Click & Download <http://www.admission.ku.ac.th>  
file name Pledge / Consent Form (OEA Form 2)

3

## A High School Transcript of Record (.pdf)

Scan or take a picture



with both sides, then save each page as a separate file  
( for other documents, students need to combine all of them into a single PDF document for upload)

4

## Passport ID Page

Scan or take a picture and certify a document save in .jpg or .pdf format



5

## A Photo Of Yourself Holding Your Passport

to verify your identity save in .jpg or .pdf format



A selfie picture of yourself holding your passport.  
must clearly show both your face and the personal passport.  
(Don't redact or blur your face and personal data on the passport like the example image above).

\* The system will automatically assign and save the file name for each uploaded item.



# KU85 Example of a correct photo

for KU NEW Undergraduate Students 2025



## Student Photo Requirements

For the registration and to make a freshman ID card via App NISITKU



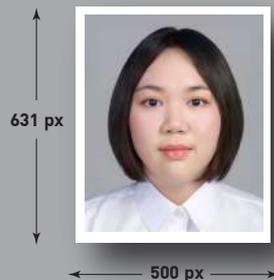
via  
online

take a photo  
can Smile!!



### 1. Current Photo with a Gray Background

- wear a formal white shirt (button all to up the neck) (There's no need to show necktie, buttons, or university logo on the photo.) *\*please see the example below*
- No glasses, no jewelry



### 2. Color Photo size 500 x 631 pixels

- file type .jpg
- file size not be less than 100KB and not more than 600KB

[f https://www.facebook.com/kuadmission](https://www.facebook.com/kuadmission) | [✉ E-mail: admission@ku.ac.th](mailto:admission@ku.ac.th)

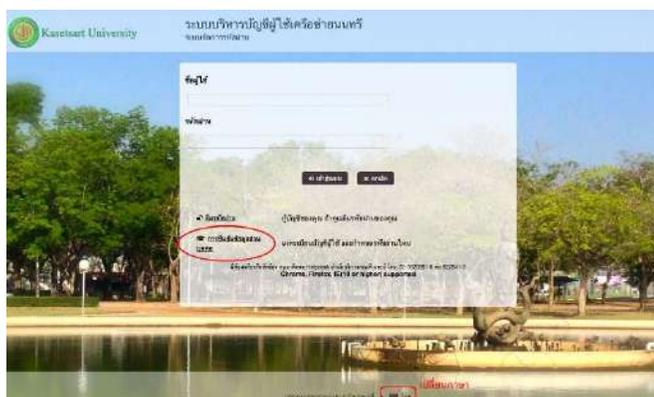
## Nontri Account Registration Guide for New Undergraduate Students, Kasetsart University – Academic Year 2025

### Steps to Confirm Personal Information for Nontri Account Registration

The Nontri Account serves as a unique identifier that allows students to access Kasetsart University's information technology services and network. It is essential for activities such as course registration, viewing academic records, and using the university's integrated student information systems.

**Before applying for a Nontri Account, students must complete their personal information and register as new students at <https://isea.ku.ac.th/STDWeb>.**

1. Go to <https://accounts.ku.ac.th> and click on the button labeled 'Verify Personal Information'.



2. Enter your personal information in all required fields, then click “Confirm.”

- 2.1 National ID number (13 digits) or passport number (for international students)
- 2.2 Student ID (10 digits), e.g., 68XXXXXXXX
- 2.3 Surname in English
- 2.4 Select "Student/ นิสิต" under “Person Type”

**Personal Information Verification Manual : PDF , YouTube**

To confirm your identity, please enter the following information. Your information will be used to locate and activate your user account.

Be sure to complete the process, or your account will not be activated properly.

**Notice:** KU Google Mail and KU Office Live Service will be able to use within 1 hour after account activation completed.

**If you are not Thai Citizen, Please specify Passport ID**

**ID Card/Passport\***  
01234567890

**StudentID (Student only)**  
6012345678

**Surname\***  
namthip

**Person Type\***  
Student/นิสิต

Confirm Cancel

3. Read the terms of service and click the checkbox to agree, then click "Continue"
4. Click "Continue" to proceed to the next step.



5. Set a **New Password**, following the requirements below:

5.1 The password must be **between 8 and 16 characters in length**.

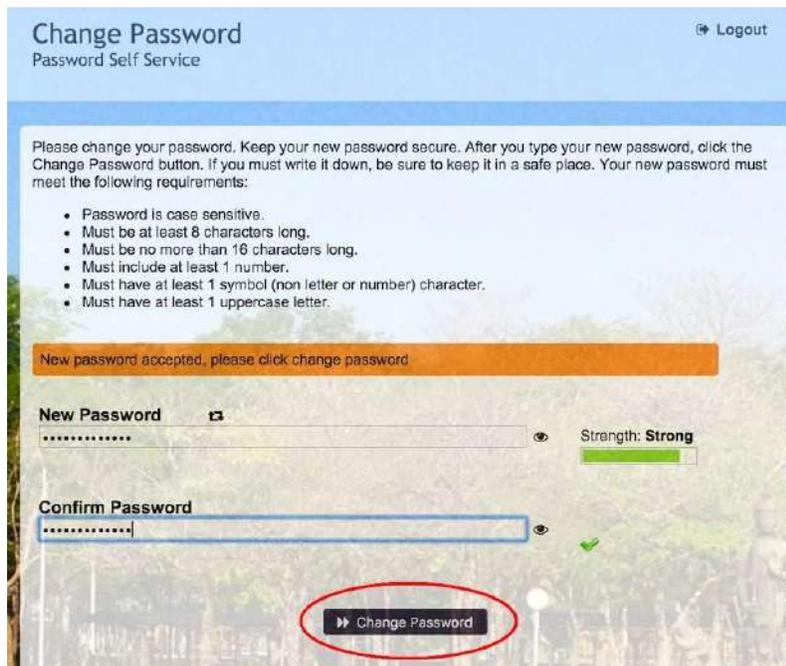
5.2 The password must include:

5.2.1 At least one uppercase letter (A–Z) and one lowercase letter (a–z)

5.2.2 At least one digit (0–9)

5.2.3 At least one special character (e.g., !, @, #, \$, %, &), excluding quotation marks (“ and ”)

5.3 After entering your new password, click "Change Password".



6. Set Security Questions and Answers for Password Recovery: Choose two security questions and provide your answers. These will be used to help recover your password if you forget it. Once completed, click "Save Answers".

Setup Security Questions  
Password Self Service

Logout

In you forget your password, you can access your account by answering your security questions.  
Please choose your questions and answers that can be used to verify your identity in case you forget your password. Because the answers to these questions can be used to access your account, be sure to supply answers that are not easy for others to guess or discover.

Your answers meet the requirements. Click Save Answers when ready.

What is your favorite color? / สีที่คุณชอบ

.....

What is your favorite song? / เพลงที่คุณชอบ

.....

Save Answers

7. The system will save the information. Once done, click "Continue" to verify the user's account information or click "Update".

Success  
Password Self Service

Home  
Logout

Thank you. Your secret questions and answers have been successfully saved. If you ever forget your password, you can use the answers to these questions to reset your password.

Continue

Recovery Email - อีเมลล์สำหรับกู้คืนรหัสผ่าน

abc1234@gmail.com

**Nontri Account**  
b6012345678

**Google Email**  
firstname.l@ku.th

**Office365 Email**  
firstname.l@live.ku.th

Details are as follows:

<b>Recovery Email:</b>	This email is used for password recovery in case the user forgets their password. If no recovery email has been set previously, the user can configure one later.
<b>Nontri Account (University's Main Account):</b>	This is the primary email account for university services and various systems. The initial login credentials will be your 10-digit student ID (beginning with "b" followed by 10 digits).
<b>Google Email (University's Additional Service Account):</b>	This is the university's KU-Google for Education email account, under the domain @ku.th.
<b>Office365 Email (University's Additional Service Account):</b>	This is the university's KU-Microsoft Office 365 email account, under the domain @live.ku.th.

Once finished, click "**Logout**" to exit the system.

## 8. Setting up MFA for the KU ALL-Login system for accessing university information systems (one-time setup)

8.1 You must install a one-time password (OTP) generator application using the Google Authenticator app on a mobile device, such as a smartphone or tablet, beforehand. Then log in using your university email account or personal account.



Note: Please ensure your device's time is set to automatic.

8.2 Go to <https://my.ku.th> and log in by clicking the "KU ALL-Login" button as shown in the image. Enter your Nontri network username and password. If entered correctly, a QR code will be displayed for MFA registration, as shown in the image.



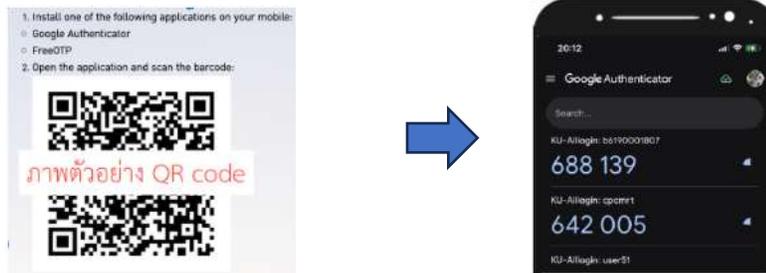
เข้าใช้งานระบบสารสนเทศศบริหารการศึกษา



ติดต่อเรา



8.3 Open the Google Authenticator app  on your mobile device Tap  then tap  to scan the displayed QR code. If successful, you will see a label such as KU-ALLLogin: [Student ID], followed by a six-digit number that refreshes every 30 seconds, as shown in the image.



## 9. Testing system access

Users can test access to the university's information systems immediately after registering for an account. (If you can successfully log in using your new password, it means the Nontri network user account registration is complete.)

For example, students can test their account access at [my.ku.th](https://my.ku.th).

To test logging into the system via [my.ku.th](https://my.ku.th), use your 10-digit student ID (starting with 'b', e.g., b68XXXXXXXX) as the username, the password you just set, and the OTP generated by the Google Authenticator app.




For any issues or inquiries regarding the Nontri Account registration,  
 please contact the Office of Computer Services (OCS):  
 Office Hours: Monday - Friday, 08:30 - 16:30 (excluding public holidays)  
 Phone: 02-562-0951-6 ext. 622541-3  
 Email: [helpdesk@ku.ac.th](mailto:helpdesk@ku.ac.th)  
 Facebook: <https://www.facebook.com/ocs.ku>