

## Translation

### THAMMASAT UNIVERSITY ANNOUNCEMENT

Subject: Qualifications of Academic Staff Members (Full-Time Faculty) Eligible for Employment Contract Renewal B.E. 2568 (2025)

Whereas it is deemed appropriate to prescribe the qualifications of academic staff members in the category of full-time faculty who are eligible for employment contracts;

By virtue of Section 39(1) of the Thammasat University Act B.E. 2558 (2015), together with Clause 34 of the Thammasat University Regulations on University Personnel Administration B.E. 2559 (2016), and upon the recommendation of the Personnel Administration Committee at its meeting held on 9 August 2024, the Rector hereby issues the following announcement:

Article 1 This Announcement shall be called “Thammasat University Announcement on Qualifications of Academic Staff Members (Full-Time Faculty) Eligible for Employment Contracts B.E. 2568 (2025).”

Article 2 This Announcement shall come into force on 1 September 2025.

Article 3 For the purposes of this Announcement:

“University Employee” means a person employed by contract to work for Thammasat University and who receives remuneration from the government budget, university revenue, or revenue of any university unit.

“Full-Time Faculty Member” means a university employee holding the position of Lecturer, Assistant Professor, Associate Professor, or Professor.

Article 4 Faculty members entering into employment contracts must possess the qualifications prescribed in this Announcement.

## Chapter 1

### First-Term Employment Contract

Article 5 A newly appointed faculty member shall enter into a first-term employment contract commencing from the date of appointment.

The University shall arrange orientation and professional induction training for newly appointed faculty members and shall evaluate their probationary performance in accordance with university regulations.

## Chapter 2

### Second-Term Employment Contract

Article 6 A faculty member may enter into a second-term employment contract only if:

- (1) The faculty member has completed an Academic Professional Development Program prescribed by the University; and
- (2) The faculty member has passed the contract renewal performance evaluation.

## Chapter 3

### Third-Term Employment Contract

Article 7 A faculty member may enter into a third-term employment contract only if:

- (1) The faculty member has obtained the rank of at least Assistant Professor, or has formally submitted an application for promotion to Assistant Professor or higher before the expiration of the second-term contract;
- (2) The faculty member has obtained certification under the Professional Standards Framework (PSF) prescribed by the University; and
- (3) The faculty member has passed the contract renewal performance evaluation.

Article 8 If a faculty member has not yet submitted an application for academic promotion as required under Article 7(1), the second-term contract may be extended for one year at a time, up to a maximum of two extensions. If, after two extensions, the faculty member still has not submitted the required application for academic promotion, the employment contract shall terminate.

Where a faculty member is under an extension granted pursuant to the preceding paragraph and, during such extension period, satisfies all qualifications specified in Article 7, the faculty member shall be granted a third-term employment contract commencing on the day immediately following the expiration of the first or second extension period, as applicable.

## Chapter 4

### Fourth-Term Employment Contract

Article 9 A faculty member may enter into a fourth-term employment contract only if:

- (1) The faculty member has attained the rank of at least Associate Professor before the expiration of the third-term contract or any extension thereof; and

(2) The faculty member has passed the contract renewal performance evaluation.

Article 10 If a faculty member has not yet attained the rank required under Article 9(1), the third-term contract may be extended for periods of five years, provided that:

(1) The faculty member holds the rank of Assistant Professor; and

(2) The faculty member has achieved performance evaluation results meeting the minimum workload requirements for not fewer than three out of five years during the term of the third-term contract or during each period of extension of the third-term contract, as applicable. If the performance evaluation results do not satisfy the aforesaid requirements, the employment contract shall be deemed terminated.

Where a faculty member is serving under a contract extension pursuant to the preceding paragraph and subsequently fulfills all qualifications prescribed in Article 9, such extension shall be deemed terminated, and a fourth-term employment contract shall be executed effective from the date on which the faculty member satisfies the contract renewal evaluation criteria.

## Chapter 5

### General Provisions

Article 11 The University, through its Academic Affairs Division, shall organize on an annual basis either the Academic Professional Development Program or the process for obtaining certification under the Professional Standards Framework for Full-Time Faculty Members, as prescribed in the Appendix to this Announcement.

Article 12 Faculty members granted leave for study, training, or research shall receive corresponding extensions of their contract period equivalent to the approved leave period.

Article 13 University employees transferred from academic support positions or from other academic categories to full-time faculty positions shall commence a new first-term contract from the date of such transfer or reclassification.

The renewal or execution of any subsequent contract shall be subject to the requirements set forth in this Announcement.

Article 14 Faculty members whose contracts are due to expire while awaiting the outcome of an academic promotion application may be granted a temporary extension by the Rector until the promotion process is completed, but not exceeding one year.

Faculty members whose contracts are due to expire awaiting the outcome of a contract renewal evaluation may likewise receive a temporary extension until the evaluation process is completed.

Subsequently, once the results indicate that the application for academic rank has been approved or the performance evaluation criteria for contract renewal have been met, as the case may be, the contract shall be renewed with its duration counted consecutively from the end date of the prior contract.

Article 15 Where a faculty member is unable to satisfy the qualifications prescribed in this Announcement due to circumstances beyond the faculty member's control, the Rector, with the approval of the Personnel Administration Committee, may grant a special extension on a case-by-case basis.

#### Transitional Provisions

Article 16 Faculty members appointed before the effective date of this Announcement shall be subject to the provisions herein, but shall not be required to complete the Academic Professional Development Program or obtain PSF certification prior to entering the relevant contract term.

Faculty members who renew second-term or third-term contracts, or receive third-term contract extensions, must complete the required Academic Professional Development Program during that contract period. Failure to do so shall render them ineligible for subsequent contract renewal.

Article 17 For faculty members appointed before the effective date of this Announcement, extensions of third-term contracts shall be governed by this Announcement without requiring consideration of the minimum workload requirement under Article 10(2).

When a full-time faculty member receives a contract extension under paragraph one, their performance evaluation must meet the minimum workload criteria for at least three out of five years during that contract term. If the evaluation results do not meet these criteria, they will lose the right to enter into the subsequent contract or to extend the contract for a third term.

Article 18 Full-time faculty members appointed prior to 1 May 2015 shall retain the right to obtain a contract extension pursuant to Clause 12/2 (ก), (ข), or (ค), as the case may be, as prescribed in the Thammasat University Regulations on University Staff Personnel Administration (No. 3), B.E. 2558 (2015). Concurrently, they shall forfeit the right to obtain a contract extension under this Notification, except for the third-term contract extension as prescribed in Article 10.

Article 19 Full-time faculty members appointed from 1 May 2015 until the day before the effective date of this Announcement, who were recruited with a Master's degree or its equivalent, shall retain the right to obtain a contract extension pursuant to Article 12/1 (ข) (1) as prescribed in the Thammasat University Regulations on University Staff Personnel Administration (No. 3), B.E. 2558 (2015). Concurrently, they shall forfeit the right to obtain a contract extension under this Announcement, except for the third-term contract extension as prescribed in Article 10.

Full-time faculty members appointed from 1 May 2015 until the day before the effective date of this Notification, who were recruited with a Doctoral degree or its equivalent, shall be entitled to obtain a contract extension under this Announcement, as the case may be.

Article 20 In the event that the contract of a full-time faculty member who was appointed prior to the effective date of this Announcement expired on or after 9 August 2024, and the contract was not renewed for the subsequent period due to a lack of the prescribed academic rank qualifications, such full-time faculty member shall be considered for contract execution in accordance with the criteria prescribed in this Announcement.

In the event that the criteria prescribed in this Announcement are not met, the contract of such full-time faculty member shall terminate on the effective date of this Announcement.

Issued on 21 July 2025

(Professor Dr. Supasawad Chardchawarn)

Rector

Annex to the Thammasat University Announcement

Subject: Qualifications of Academic Staff Members (Full-Time Faculty) Eligible for Employment Contract  
Renewal B.E. 2568 (2025)

Completion of Academic Professional Development Programs or  
Professional Standard Framework Certification for Full-Time Faculty Members

1. Completion of Academic Professional Development Programs pursuant to Article 6 (1)

Any individual wishing to enter into an employment contract must complete one of the following training options:

a. Training in competency development programs for teaching and learning management in accordance with the Professional Standard Framework (PSF) for Full-Time Faculty Members, under the guidelines for teaching and learning quality development to promote the achievement of learning outcomes required by higher education qualifications standard, provided by the University, either on-site or via electronic formats, covering a minimum of 2 out of 5 topics, which include:

Topic	Onsite	Electronic
1 Active Learning Classroom Design	3 hours	45 minutes
2 Learning Process Facilitation Skills	6 hours	-
3 Assessment and Evaluation	3 hours	45 minutes
4 Educational Psychology and Classroom Management	3 hours	45 minutes
5 Technology and Innovation for Active Learning	3 hours	45 minutes

b. Training in competency development programs for teaching and learning management in accordance with the Professional Standard Framework (PSF) for Full-Time Faculty Members, under the guidelines for teaching and learning quality development to promote the achievement of learning outcomes required by higher education qualifications standards, provided by a faculty, institute, or division of Thammasat University, or by an external organization deemed by the University to be equivalent to item (a).

2. Professional Standard Framework Certification for Full-Time Faculty Members pursuant to Article 7 (2)

Any individual wishing to enter into an employment contract must be certified under the Professional Standard Framework (PSF) for Full-Time Faculty Members, in accordance with the guidelines for teaching and learning quality development to promote the achievement of learning outcomes required by higher education qualifications standards, at no less than Level 2 (Professional Standard Framework 2: PSF2). This certification must be issued by the Thai Higher Education Development Network, or by a faculty, institute, or division of Thammasat University, or by an external organization deemed by the University to be equivalent.

### 3. Completion of Academic Professional Development Programs pursuant to Clause 16

Any individual wishing to enter into a second-term contract, a third-term contract, or a third-term employment contract extension, as the case may be, must complete one of the following training options:

a. Training in competency development programs for teaching and learning management in accordance with the Professional Standard Framework (PSF) for Full-Time Faculty Members, under the guidelines for teaching and learning quality development to promote the achievement of learning outcomes required by higher education qualifications standards, provided by the University, either on-site or via electronic formats, covering a minimum of 2 out of 5 topics, which include:

Topic	Onsite	Online
1 Active Learning Classroom Design	3 hours	45 minutes
2 Learning Process Facilitation Skills	6 hours	-
3 Assessment and Evaluation	3 hours	45 minutes
4 Educational Psychology and Classroom Management	3 hours	45 minutes
5 Technology and Innovation for Active Learning	3 hours	45 minutes

b. Training in competency development programs for teaching and learning management in accordance with the Professional Standard Framework (PSF) for Full-Time Faculty Members, under the guidelines for teaching and learning quality development to promote the achievement of learning outcomes required by higher education qualifications standards, provided by a faculty, institute, or division of Thammasat University, or by an external organization deemed by the University to be equivalent to item (a).

Provided that a certificate of completion from an academic professional development program used for entering into the second-term employment contract shall not be recounted or reused as part of the training requirements for entering into the third-term employment contract.

*Notes: This English translation is provided for informational and preliminary understanding purposes only for non-Thai speakers. In the event of any discrepancy or ambiguity, the original Thai version shall prevail. For precise interpretation and verification, please consult relevant experts or the Human Resources Department. This translated document cannot be used as a standalone reference or for any legal claims.*