

ANNOUNCEMENT  
The National Institute of Development Administration  
Master of Business Administration (English Program) Admission Results  
for Semester 2, academic year 2009 (Forth round)  
**Regarding Scholarship Applicants**  
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The National Institute of Development Administration (NIDA) has admitted the following applicants into the English MBA Program, offered by the Graduate School of Business Administration for the second semester of the academic year 2009(Forth round)

No.	Name – Surname	Interview ID.
1	Miss Keswilai Songchaem	524802310002
2	Miss Kansuda Chaipon	524802310003

**Remarks:**

- 1) All applicants as above are admitted but **do not get the Scholarship.**
- 2) Applicants listed above must register as new students for the academic year 2/2009, and enroll for classes in accordance with the following guidelines:
  - a) All applicants who have been admitted must pay 3,750 baht for the Intensive English Course. This can be paid at the Finance Section (Parking Building, 1<sup>st</sup> floor), NIDA, between **October 5<sup>th</sup> - 8<sup>th</sup>, 2009** (weekdays, 9.00 a.m. – 4.30 p.m.). If applicants can not come to pay for the Intensive English Course themselves, they can authorize another to do so. Representatives must bring an authorization letter and identification documents of both the applicant and the representative.
  - b) All applicants who have been admitted must attend an Intensive English Course between **October 12<sup>th</sup> - 30<sup>th</sup>, 2009**. The class schedule will be announced later on website: **<http://www.nidabusinessschool.com>**.
  - c) All applicants who have been admitted must register as new students for the academic year 2/2009, and enroll for classes at the Educational Service Division (Parking Building, 1<sup>st</sup> floor), NIDA, between **October 5<sup>th</sup> - 8<sup>th</sup>, 2009** (weekdays, 9.00 a.m.– 4.30 p.m.).If applicants can not come to pay for classes themselves, they can authorize another to do so. Representatives must bring an authorization letter and identification documents of both the applicant and the representative.
  - d) All applicants who have been admitted must pay registration and enrollment fees between **October 5<sup>th</sup> - 9<sup>th</sup>, 2009**. Payment can be made through at branches of the

Kasikorn Bank, Bank of Ayudhya, Bangkok Bank, or Siam Commercial Bank

- e) If payment has not been made between **October 5<sup>th</sup>- 9<sup>th</sup>, 2009** applicants will be automatically dropped from the Institute's registration list.
- f) Students currently enrolled in other programs at NIDA must resign from those programs before they can register as MBA students. Admitted applicants who have resigned from NIDA student status but who have not fulfilled the previously mentioned obligations do not qualify for MBA registration.

### **Documents for Registration**

Documents for registration and enrollment must be submitted between **October 5<sup>th</sup>- 8<sup>th</sup>, 2009** (weekdays, 9.00 a.m.- 4.30 p.m.) at the Educational Service Division (Parking Building, 1<sup>st</sup> floor). Please bring all documents for registration with you on the day that you collect the registration and enrollment forms.

1. Bachelor's degree certificate or Letter of Certification of Bachelor's Degree Graduation approved by the University Council (two copies).
2. Official transcript (two copies).
3. Graduates from institutes outside Thailand must provide:
  - i) A Letter of Confirmation on Standard Curriculum for Bachelors' Degree from the Ministry of University Affairs or the Civil Service Commission. Students should contact the Bureau of Standards and Evaluation at the Commission on Higher Education, Ministry of Education. The letter must be sent directly to:

Educational Service Division  
National Institute of Development Administration  
118 Seri Thai Road, Klongchan, Bangkok, Bangkok 10240 Thailand  
Tel: (662) 377-7477  
Facsimile: (662) 374-1546

### **Notes**

- a) The institute allows the applicants to submit documents i) above by **November 2<sup>nd</sup>, 2009**.
  - b) The University Council's approval letter of a bachelor's degree must state clearly the date of graduation to be **on or before November 2<sup>nd</sup>, 2009**.
  - c) Applicants who do not comply with the above deadline will be automatically dropped from the institute's registration list.
4. Official TOEFL or GMAT scores (one copy) (if applicable)
  5. Residence Registration Certificate (two copies)
  6. Identification Card (two copies)
  7. Medical Certificate issued by a doctor (one copy)

8. Three photographs (1” each, not wearing graduation gown)
9. Evidence of any change of name, e.g. Marriage Certificate (two copies)

**Note**

- a) All photocopies of documents must be signed and dated by the applicant.
- b) The Institute reserves the right to review all application documents at any time. Any applicant found to be unqualified for enrollment or who has failed to meet necessary requirements will be dropped from the Institute’s registration list.

**Fees**

1) Tuition fee	1,000 Baht per credit (15 credits*)
2) English course fee	2,500 Baht per credit (15 credits*)
3) Academic and Administrative fee	1,950 Baht per semester
4) Technology service fee	500 Baht per semester
5) Information Resource Service fee	600 Baht per semester
6) Special activity fee	15,000 Baht per semester
7) Bank transaction fee	30 Baht per semester

\* Including LC 5030 English Communication Skills for Graduate Studies 3 credits.

**The total fee for the first semester is 70,580 Baht. The institute will not refund any academic fees (including tuition fee, English course fee and the activity fee) if the student resigns in the first semester.**

Once students have enrolled, they must attend classes as notified in the schedule. In the first semester, students have to maintain at least 9 credits.

Classes start on **November 2<sup>nd</sup>, 2009.**

Announced on October 1, 2009.

Associate Professor Pradit Wanarat

(Pradit Wanarat)  
Vice President for Academic Affairs  
Chair of Student Admissions Commission