



73/2567

## ANNOUNCEMENT

National Institute of Development Administration  
New Application for Admission  
Master of Business Administration – International Program  
Academic Year 1/2024 (Round 1-2)

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The National Institute of Development Administration (NIDA) is accepting applications for admission to the Master of Business Administration – International Program for the academic year 2024.

### 1. Qualification of the Applicants

1.1 Applicants must hold a bachelor's degree or higher degrees in any fields or majors from an accredited academic institution and have a TOEFL score of 500 PBT, 173 CBT and 61 iBT or IELTS score of 6.0 or NIDA TOEFL ITP score of 500 or General English Test from NIDA TEAP score of 500 or

1.2 Applicants who are native speakers of English or who have completed undergraduate studies or higher degrees in English within 5 years prior to application or

1.3 Applicants who have no scores from one of the English proficiency tests namely TOEFL score of 500 PBT, 173 CBT and 61 iBT or IELTS score of 6.0 or NIDA TOEFL ITP score of 500 or General English Test from NIDA TEAP score of 500 can still apply for an interview to the program. The results of the interview will be judged by the applicants' English proficiency. Applicants who have been accepted through the interview-only method need to enroll in a basic English course in the first semester and submit their scores from one of the English proficiency tests **within the first semester (before 6 December 2024)**.

If the applicant has no English test scores required by NIDA, or other English proficiency evidence, the applicant will be accepted as an "associate" student first and will need to take the English test **within the first semester (before 6 December 2024)**. Once the applicant submits the test result, the applicant's status will be changed to a "regular" student.

*NIDA reserves the right to examine documents and eligibility of an applicant at any time. If the applicant is found ineligible after being admitted the announcement of acceptance shall be considered null and void.*

**Note i:** Students who pass examination(s) to enter a master degree program at NIDA must pass these English language criteria:

- 1) Students need to submit their score from one of the English proficiency tests namely NIDA TEAP or TOEFL or IELTS to apply for an interview to the program. Students must meet the minimum requirements stipulated by the program.
- 2) Students who are exempted from submitting an English proficiency test score such as students with a scholarship or students of the special program must submit their NIDA TEAP or TOEFL or IELTS score for graduation.

The periods of validity of the test score are as follows:

- 1) NIDA TEAP score is valid for 1 year until the date of submission
- 2) TOEFL and IELTS are valid for 2 years until the date of submission

Enrollment to English for graduate studies courses and the exemption from the courses are determined in compliance with the criteria and requirements stipulated in the English for graduate studies program by the Graduate School of Language and Communication, National Institute of Development Administration.

- 3) Duration, all courses take on 4 – 5 semesters and 1 - 2 summer sessions, depending on the area of study / major. All subjects / majors have to register 9 credits each semester except the summer session.
- 4) Tuition fees may change as appropriate according to an announcement by NIDA.

**Note ii:** Applicants who would like to EXEMPT registration for the English language course (LC4004: Advanced Integrated English) must follow these criteria:

- 1) Applicants must hold a bachelor's and/or master's degree from an international academic institution within the past five years before classes begin; the applicant must obtain a minimum cumulative grade point average (GPA) of 2.75 from their bachelor's degree and 3.25 from their master's degree, or
- 2) Applicants who are native speakers of English are required to have a residence and permanent residence in an English-speaking country, or
- 3) Test of English as a Foreign Language (TOEFL) of 79 for the internet-based test, or 550 for NIDA TOEFL ITP. For IELTS, the minimum score is 6.5. Also, the periods of validity of the test score are 2 years until the first day of the first semester. (TOEFL and IELTS score comparison based on <https://www.ets.org>)
- 4) Applicants who are exempted from enrolling in the English language course (LC4004: Advanced Integrated English) must request it before the first semester. If the applicants request after enrollment in the English language course, it will accept in case the grade is not shown. Thus, if the applicants receive the grade of the English language course, the exemption would not accept.

## 2. Application Process

### Online Application

2.1 Applicants can see the information about the application for admission on the Announcement of National Institute of Development Administration to Master of Business Administration – International Program at <http://entrance.nida.ac.th>

### *Application Period:*

<u>Round 1</u>	Now – March 11 <sup>th</sup> , 2024
<u>Round 2</u>	March 13 <sup>th</sup> – June 5 <sup>th</sup> 2024

2.2 Applicants can visit <http://entrance.nida.ac.th> and have to follow the following instructions :

- 1) Register for getting into the online application system.
- 2) Set a password and confirm
- 3) Apply for entrance examination by choosing a school and a program of study.
- 4) Fill out profile information.
- 5) Confirm the application.
- 6) Print an invoice of application fee.
- 7) Save the application information, verify the information and confirm the application.

8) Upload the required documents onto the Attached Files (pdf. File) System or send the documents by e-mail to [entrance@nida.ac.th](mailto:entrance@nida.ac.th) within **March 11<sup>th</sup>, 2024** for the first round and **June 5<sup>th</sup> 2024** for the second round.

9) Print a bill payment for the application and the payment must be made by **March 11<sup>th</sup>, 2024** for the first round and **June 5<sup>th</sup> 2024** for the second round at

- 9.1) Any branches of Bangkok Bank
- 9.2) Counter Service in Thailand.
- 9.3) Internet Banking
- 9.4) Credit Card

**Please click here for details:**

([http://edserv.nida.ac.th/th/images/document/credit\\_payment.pdf](http://edserv.nida.ac.th/th/images/document/credit_payment.pdf))

- Application fee 1,200 baht
- Payment fee/charge Depends on rate of each payment method /transaction

10) If applicants are unable to complete documentation and payment process by **March 11<sup>th</sup>, 2024** for the first round and **June 5<sup>th</sup> 2024** for the second round, the application will be considered invalid.

**Note:**

1. The application payment is non-refundable.
2. The application is complete when the Institute verifies the application documents and payment made within the prescribed time.

Applicants can monitor application status after the payment has been made for 2 day at <http://entrance.nida.ac.th>

### 3. Application Materials

- Completed Application form (Download here: <http://mba.nida.ac.th/th/course/register-form/inter-mba>)
- Two letters of recommendation  
(Use the standard forms included with the application form)
- Two of 1-inch photos taken not more than six months prior to application date
- Copy of complete official transcript of undergraduate studies (Applicants holding a bachelor's degree (continuing from an Associate's degree) must submit transcripts for both degrees (Bachelor's and Associate's))
- One copy of Identification Card / One copy of Passport
- Evidence of any change of name (if applicable)
- Record of English language proficiency test (TOEFL score or NIDA TEAP or IELTS)
- In cases where the applicant has graduated from an institute outside of Thailand, students must submit:

(1) *A Letter of Confirmation on Standard Curriculum for Bachelor's Degree*

This can be obtained from the Bureau of Standards and Evaluation at the Commission on Higher Education, Ministry of Education Tel: +66 2 610 5380-2, or contact NIDA's Educational Service Division for more details, 0-2354-5481

(2) An Official Letter of Certification for their Bachelor's Degree Graduation with their University Council's approval as well as a complete transcript with the specified date of graduation which must be sent directly from the applicant's university to the address below:

Educational Service Division  
National Institute of Development Administration  
148 Seri Thai Road, Khlong Chan  
Bangkapi, Bangkok 10240 Thailand  
Facsimile: +66 2 377 7477

**Note:** Applicants must submit all required documents before the interview date or before the first day of classes; otherwise, the application will be considered as incomplete and the application will be void.

Application must ensure that their qualification meets the entrance requirement of the National Institute of Development Administration. It should be noted that application fee is non-refundable if applicant is found eligible for admission.

#### 4. Selection Procedure

##### 4.1 Interview

#### 5. Announcement of Applicants Interview

<u>Round 1</u>	March 15 <sup>th</sup> , 2024
<u>Round 2</u>	June 11 <sup>th</sup> , 2024

#### 6. Date for Interview Examination

<u>Round 1</u>	March 20 <sup>th</sup> - 22 <sup>nd</sup> , 2024 (Exactly date and time will be announced on March 15 <sup>th</sup> , 2024) at <a href="http://mba.nida.ac.th">http://mba.nida.ac.th</a>
<u>Round 2</u>	June 17 <sup>th</sup> - 19 <sup>th</sup> , 2024 (Exactly date and time will be announced on June 11 <sup>th</sup> , 2024) at <a href="http://mba.nida.ac.th">http://mba.nida.ac.th</a>

#### 7. Announcement of Results

<u>Round 1</u>	April 9 <sup>th</sup> , 2024
<u>Round 2</u>	June 28 <sup>th</sup> , 2024

A list of successful applicants admitted to the program will be posted at <http://mba.nida.ac.th>

#### 8. Registration period

<u>Round 1</u>	April 10 <sup>th</sup> - 17 <sup>th</sup> , 2024
<u>Round 2</u>	July 1 <sup>st</sup> - 4 <sup>th</sup> , 2024

#### 9. Personal Data Protection

According to Personal Data Protection Act, B.E.2562 (2019), the Institute shall have to right to collect, use and/or disclose personal data of the selected applicants for the purpose of educational implementation in accordance with duty and authority of the Institute along with personal data protection.

Announced on January 18, 2024.



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Vice President for Academic and International Affairs