

ANNOUNCEMENT  
The National Institute of Development Administration  
Master of Business Administration (English Program) Admission Results  
for Semester 2, academic year 2015 (First Round)  
**Regarding Partial Scholarship (2) 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 2015 (First Round)

No.	Name – Surname	Interview ID.
1	Miss Ekanong Kanchanarit	583802120001
2	Mr.Jirawat Pandang	583802120002

**Remarks:**

- 1) Applicants listed above must register as new students for the academic year 2/2015, and enroll for classes in accordance with the following guidelines:
  - a) Applicant who has been admitted must register as a new student for the academic year 2/2015, and enroll for classes at the Educational Service Division (Prince Naradhip Bongsprabandha Building, 4<sup>th</sup> floor), NIDA, between **September 28 – October 1, 2015** (weekdays, 9.00 – 12.00 a.m. and 1.00 - 4.30 p.m.). If applicant cannot come to pay for classes the applicant can authorize another to do so. Representatives must bring an authorization letter and identification documents of both the applicant and the representative.
  - b) Applicant who has been admitted must pay registration and enrollment fees between **September 28 – October 2, 2015**. Payment can be made through at branches of the Kasikorn Bank, Bank of Ayudhya, Bangkok Bank, or Siam Commercial Bank.
  - c) If payment has not been made between **September 28 – October 2, 2015** applicant will be automatically dropped from the Institute’s registration list.
  - d) Students currently enrolled in other programs at NIDA must resign from those programs before they can register as MBA students. Admitted applicant who has resigned from NIDA student status but who has not fulfilled the previously mentioned obligations does not qualify for MBA registration.

## **Documents for Registration**

Documents for registration and enrollment must be submitted between **September 28 – October 1, 2015** (weekdays, 9.00 – 12.00 a.m. and 1.00 - 4.30 p.m.) at the Educational Service Division (Prince Naradhip Bongsprabandha Building, 4<sup>th</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 (diploma) or Letter of Certification of Bachelor's Degree Graduation approved by the University Council (two copies). For those who are not yet graduates, an official letter approved by their University Council that clearly states the graduation status of the applicant as of **January 11<sup>th</sup>, 2016.**
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.
  - ii) An official letter of graduation from the foreign university send 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 applicant to submit documents i) and ii) above by **January 11<sup>th</sup>, 2016.**
  - b) The University Council's approval letter of a bachelor's degree must state clearly the date of graduation to be **on or before January 11<sup>th</sup>, 2016.**
  - c) Applicant 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 (one copy)
  6. Identification Card (two copies)
  7. Medical Certificate issued by a doctor
  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.

**\*\* The Institute reserves the right to verify the applicants' qualifications at any time. Any applicant found to be unqualified for enrollment , according to the institute's announcement , will be deemed ineligible. If the result has already been announced , the result of the unqualified applicant will be canceled and will not has the right to register to be a student ; or the applicant already registered , will be dropped from the institute\*\***

**Fees**

1) Tuition fee	1,500 Baht per credit (21 credits*)
2) English Course fee (Thai Student)	2,500 Baht per credit (21 credits*)
3) English Course fee (Foreign Student)	3,000 Baht per credit (21 credits*)
3) Academic and Administrative fee	4,000 Baht per semester
4) Technology service fee	700 Baht per semester
5) Information Resource Service fee	600 Baht per semester
6) Special activity fee	15,000 Baht
7) Bank transaction fee	20 Baht per semester

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

**The total fee for the first semester is 104,320 Baht. (21 credits)**

**\*\*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 **January 11<sup>th</sup>, 2016.**

Orientation will be hold between **December 26<sup>th</sup> – 27<sup>th</sup>, 2015.**

Announced on September 24 , 2015.

Raweewan Auepanwiriyakul

(Associate Professor Dr.Raweewan Auepanwiriyakul)  
Vice President for Academic Affairs