

ANNOUNCEMENT  
National Institute of Development Administration  
Application for Admission  
Doctor of Philosophy (Ph.D.) Program in Business Administration  
(International Program)  
**Application for Full scholarship**  
For the Academic Year 2016

-----

The National Institute of Development Administration (NIDA) is accepting applications for admission to the Doctor of Philosophy (Ph.D.) Program in Business Administration (International Program) for the academic year 2016.

**Field Course**

Marketing  
Finance  
Operations Management  
Management Information Systems  
International Business

***Remark :*** Applicants cannot change the field course after submitting the application form.

**1. Qualification of Applicants**

1.1 Applicants must hold a bachelor's degree with first class honor in any field or major from an accredited academic institution (Plan 2.2).

If the applicant has graduated from an institute outside of Thailand, he or she must obtain letter from the Bureau of Standards and Evaluation at the Commission on Higher Education, Ministry of Education in Thailand Tel: (66) 0 2354 5500-19 ext.725,727 or 728 indicating that their degree is recognized as sufficient.

1.2 Applicants must hold a master's degree in any field or major from an accredited academic institution. Applicants must obtain a minimum cumulative grade point average (GPA) of 2.75 out of a possible 4.00 for the bachelor's degree and 3.25 for the master's degree (Plan 2.1).

If the applicant has graduated from an institute outside of Thailand, he or she must obtain letter from the Bureau of Standards and Evaluation at the Commission on Higher Education, Ministry of Education in Thailand Tel: (66) 0 2354 5500-19 ext.725,727 or 728 indicating that their degree is recognized as sufficient.

1.3 Applicants must conform to the requirements of NIDA's current announcement on English proficiency requirements for the International Program students as follows:

1.3.1 Unless applicants are native English speakers or have obtained their bachelor's and/or master's degree (not more than five years ago) from international academic institutions in English-Speaking Countries, they are required to submit a test score from either the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) exams. The minimum TOEFL score is 550 for the paper-and pencil test or 213 for the computer based test\*. For the IELTS, the minimum score is 6.5 points. (TOEFL or IELTS score taken for not more than 2 years)

1.3.2 Applicants who fail to meet the requirement in 1.3.1 but earn the minimum score required by NIDA, may be accepted into the program, provided that they conform to NIDA's rules on English proficiency.

**Remark:** \* internet based test score of not less than 79

Applicants can take the TOEFL/ITP (a type of TOEFL) exams (only TOEFL/ITP, arranged by NIDA or Institute of International Education is acceptable for application process), which NIDA also accepts. Applicants who want to take the TOEFL/ITP exam must contact the School of Language and Communication. For more information about TOEFL/ITP please contact the School of Language and Communication, NIDA Tel: 0-2727-3147

## **2. Selection Procedure**

### 2.1 Written Examination

Qualified applicants must take the NIDA Qualifying Examination which consists of:

i) A Business Aptitude Test or have GMAT scores of at least 550 (taken for not more than 2 years); which can be used as a substitute for the Business Aptitude Test.

### 2.2 Interview

## **3. Application Procedure**

**3.1 Application Form** collect the form directly from the Educational Service Division, 3<sup>rd</sup> Floor, Prince Naradhip Bongsprabandha Building or Graduate of School of Business Administration, 8<sup>th</sup> Floor, Boonchana Atthakorn Building, NIDA, Seri Thai Road, Bangkapi District, Bangkok or download application form at [nidabusinessschool.com](http://nidabusinessschool.com) during **First Round : Now-April 22<sup>nd</sup>, 2016 and Second Round : April 25<sup>th</sup> - June 17<sup>th</sup>, 2016**

**3.2 Apply in- person** Application can be made in- person at the Educational Service Division, 3<sup>rd</sup> Floor, Prince Naradhip Bongsprabandha Building, NIDA Seri Thai Road, Bangkapi District, Bangkok **First Round : Now-April 22<sup>nd</sup>, 2016 and Second Round : April 25<sup>th</sup> - June 17<sup>th</sup>, 2016** between 8.30-16.30 hrs. (except government holidays.)

**3.3 Apply by post** Application can also be made via post by submitting the application form together with required documents, including attaching the application fee's original bank pay-in slip showing the name of the applicant. Applications must be addressed to :

**Director of the Educational Service Division**

Educational Service Division, 3<sup>rd</sup> Floor,

Prince Naradhip Bongsprabandha Building

118 Seri Thai Road, Bangkapi District, Bangkok 10240 Thailand

***Applications must be posted Now-April 12th, 2016 for first round and April 25<sup>th</sup> - June 3<sup>rd</sup>, 2016 for second round. Applications posted later than April 12th, 2016 for first round and later than June 3<sup>rd</sup>, 2016 for second round will not be processed.***

**Remark:** NIDA shall process only complete applications accompanied by all required documents and a pay-in slip.

## **4. Application Calendar**

Application Calendar is as follows:

<p>4.1 Collect the form directly from the Educational Service Division, 3<sup>rd</sup> Floor, Prince Naradhip Bongsprabandha Building or Graduate of School of Business Administration, 8<sup>th</sup> Floor, Boonchana Atthakorn Building , NIDA, Seri Thai Road , Bangkok District, Bangkok or download application form at <b><i>nidabusinessschool.com</i></b></p>	<p><b><i>First Round : Now-April 22<sup>nd</sup> ,2016</i></b> <b><i>Second Round : April 25<sup>th</sup> - June 17<sup>th</sup> , 2016</i></b></p>
<p>4.2 Submit application form to the Educational Service Division, 3<sup>rd</sup> Floor, Prince Naradhip Bongsprabandha Building or Graduate of School of Business Administration, 8<sup>th</sup> Floor, Boonchana Atthakorn Building , NIDA, Seri Thai Road , Bangkok District, Bangkok</p>	<p><b><i>First Round : Now-April 22<sup>nd</sup> ,2016</i></b> <b><i>Second Round : April 25<sup>th</sup> - June 17<sup>th</sup> , 2016</i></b></p>
<p>4.3 Apply by post</p>	<p><b><i>First Round : Now-April 12th ,2016</i></b> <b><i>Second Round : April 25<sup>th</sup> – June 3<sup>rd</sup> , 2016</i></b></p>
<p>4.4 List of applicants who are eligible to take the written examination(Business Aptitude Test) will announce at the Educational Service Division, 3<sup>rd</sup> Floor, Prince Naradhip Bongsprabandha Building or Graduate of School of Business Administration, 8<sup>th</sup> Floor, Boonchana Atthakorn Building. The list will also be posted on the NIDA MBA website <b><i>nidabusinessschool.com</i></b>.</p>	<p><b><i>First Round : April 29<sup>th</sup> ,2016</i></b> <b><i>Second Round : June 24<sup>th</sup> , 2016</i></b></p>
<p>4.5 Written examination(Business Aptitude Test)</p>	<p><b><i>First Round : May 1<sup>st</sup> ,2016</i></b> <b><i>Second Round : June 26<sup>th</sup> , 2016</i></b></p>
<p>4.6 List of applicants who are eligible to take the interview will be announced at the Educational Service Division, 3<sup>rd</sup> Floor, Prince Naradhip Bongsprabandha Building or Graduate of School of Business Administration, 8<sup>th</sup> Floor, Boonchana Atthakorn Building. The list will also be posted on the NIDA MBA website <b><i>nidabusinessschool.com</i></b>.</p>	<p><b><i>First Round : May 11<sup>th</sup> ,2016</i></b> <b><i>Second Round : June 6<sup>th</sup> , 2016</i></b></p>
<p>4.7 Interview</p>	<p><b><i>First Round :May 14<sup>th</sup> -15<sup>th</sup> ,2016</i></b> <b><i>Second Round :July 9<sup>th</sup> -10<sup>th</sup> , 2016</i></b></p>
<p>4.8 Results will be announced at the Educational Service Division, 3<sup>rd</sup> Floor, Prince Naradhip Bongsprabandha Building or Graduate of School of Business Administration, 8<sup>th</sup> Floor, Boonchana Atthakorn Building. The list will also be posted on the NIDA MBA website <b><i>nidabusinessschool.com</i></b>.</p>	<p><b><i>First Round :June 13<sup>th</sup> ,2016</i></b> <b><i>Second Round : July 25<sup>th</sup> , 2016</i></b></p>
<p>4.9 Registration</p>	<p><b><i>First Round : June 13<sup>th</sup> -17<sup>th</sup> ,2016</i></b> <b><i>Second Round : July 25<sup>th</sup> –29<sup>th</sup> , 2016</i></b></p>
<p>4.10 Classes begin</p>	<p><b><i>August 13<sup>th</sup> , 2016</i></b></p>
<p>4.11. Expense for first semester (approximately)</p>	<p><b><i>220,000 Baht</i></b></p>

## **5. Application Materials and Fees**

5.1 Application form (Free)

5.2 Application fee 2,500 Baht

### **Applicants Within Thailand**

- Pay in cash if application is made in person
- Cash transfer can be made through the Bangkok Bank to National Institute of Development Administration ,Saving Account No. 944-0-01291-3, Bangkok Bank, National Institute of Development Administration Sub-branch. ***Money orders and bills of exchange are not accepted.***

### **Applicants outside Thailand**

Please transfer the application fee to :

Name of A/C: National Institute of Development Administration  
A/C Number : 944-0-01291-3  
Name of bank: Bangkok Bank Public Co.Ltd.  
Klongchan, Bangkok 10240, Thailand  
SWIFT Code : BKKBTHBK

### 5.3 Required Documents :

- 5.3.1 Completed application form
- 5.3.2 Statement of purpose (must include your proposal research topic)
- 5.3.3 Official transcript(s) of all university studies
- 5.3.4 2 letters of recommendation in sealed envelopes
- 5.3.5 Copy of personal identity card(Thai Applicants)
- 5.3.6 Copy of passport (non-Thai applicant)
- 5.3.7 Evidence of any change of name (if applicable)
- 5.3.8 GMAT score report (if applicable)
- 5.3.9 TOEFL or IELTS score report
- 5.3.10 2 photographs (1 or 2-inch color photo)
- 5.3.11 Resume

***Remark :*** The completed application form along with all required documents and original payment slip must be sent to NIDA within the due date. The applicant should keep a copy of all documents sent.

## **6. Condition for Full Scholarship**

Recipients will be waived from tuition for the maximum period of three years and will be awarded monthly stipend of 10,000 baht under the following conditions:

6.1 Recipients of the scholarship shall maintain a minimum GPA of 3.30 in each semester. If the GPA fails to meet the criterion for any semester, the scholarship shall be immediately discontinued.

6.2 The recipient's leave of absence for any semester shall result in immediate cancellation of the scholarship. If resigning from the Institute or cancelling the scholarship, the recipient shall reimburse the awarded scholarship in full to the institute, unless the Committee considers otherwise.

6.3 In the event that scholarship recipients have to repeat any course, they shall not be exempt from the tuition fee for such re-enrolled class.

6.4 In the event that scholarship recipients wish to enroll in any course beyond their study plan, they shall be exempt from the tuition fee of such class upon recommendations in respect of the advisor only.

6.5 Scholarship recipients shall be exempt from the fee for the first-time comprehensive examination only. Consecutive comprehensive examinations shall not be exempt.

6.6 When the scholarship period ends, the student status retention fee shall be paid by scholarship recipients themselves.

6.7 Scholarship recipients shall work for the graduate school or the Institute at least 6 hours a week.

6.8 Copyrights in the dissertation shall be jointly owned by the student and the Institute for a period of five years.

6.9 The recipients has no rights to apply for any other scholarships of the Institute, except for the financial aids for research conduct and publication process allocated from the state budget.

6.10 Scholarship recipients themselves shall be responsible for the entire processing fee for dissertation revision.

6.11 The dissertation shall be published in the peer reviewed academic journals at international level.

6.12 The award period shall be 3 years. ( Counting from the first day when the scholarship recipient is registered as a student)

### **7. Inquiries**

For more information, please contact the Graduate School of Business Administration National Institute of Development Administration (NIDA) 118 Seri Thai Road, Bangkok, Bangkok 10240, THAILAND Tel : 0-2727-3933-3937 Fax : 0-2374-3282, 0-2375-3924

Announced on February 10 , 2016.

Raweewan Auepanwiriyakul

(Associate Professor Raweewan Auepanwiriyakul)  
Vice President for Academic Affairs