



ANNOUNCEMENT

The National Institute of Development Administration
Master of Business Administration (English Program) Admission Results
for Semester 2 , academic year 2019 (Forth and Fifth Round)
(Written Examination)

The National Institute of Development Administration (NIDA) has admitted the following applicant into the MBA (English Program) offered by the Graduate School of Business Administration for the second semester of the academic year 2019 (Forth and Fifth Round).

No.	Interview ID.	Name – Surname
1	625202120001	Miss Orathai Makmeesap

Note : 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.

Applicants listed above must register as new students and enroll for classes in accordance with the following guidelines:

Documents for Registration

Documents for registration and enrollment must be submitted between **December 2nd – 4th and 6th, 2019** (weekdays, 9.00 – 12.00 a.m. and 1.00 - 4.30 p.m.) at the Educational Service Division (Prince Naradhip Bongsprabandha Building, 4th 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 **the first date of semester start**.
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 **the first date of semester start**.
- b) The University Council's approval letter of a bachelor's degree must state clearly the date of graduation to be **on or before the first date of semester start**.
- c) Applicant who do not comply with the above deadline will be automatically dropped from the institute's registration list.

4. Official TOEFL , IELTS , NIDA TOEFL ITP or NIDA TEAP scores reports if applicable (one copy)
5. Residence Registration Certificate (one copy) (For Thai student only)
6. Identification Card for Thai or Passport for foreigner (two copies)
7. A Medical Certificate issued by a physician or a medically qualified healthcare provider which certifies that you are free of contagious diseases or other serious health conditions that can interfere with your study. This medical certificate can be requested at any private or public hospitals and clinics and must be valid within one month only.
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.
 - a) Applicant who has been admitted must register as a new student and enroll for classes at the Educational Service Division (Prince Naradhip Bongsprabandha Building, 4th floor), NIDA, between **December 2nd – 4th and 6th, 2019** (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 **December 2nd – 9th, 2019**. Payment can be made through at branches of the Kasikorn Bank, Bank of Ayudhya, Bangkok Bank, or Counter Service.
 - c) If payment has not been made between **December 2nd – 9th, 2019** 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.

**** 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
2) Academic and Administrative fee	4,000 Baht per semester
3) Technology service fee	700 Baht per semester
4) Information Resource Service fee	600 Baht per semester
5) Special activity fee	15,000 Baht
6) ND.4000 course for Thai only	4,600 Baht

Note : The payment fee depends on rate of each payment method.

-The total fee for the first semester who are required to enroll LC5030 (English Communication Skills for Graduate Studies) is 47,400 Baht.

★★★The institute will not refund any fees above 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 must maintain at least 9 credits.

Classes start on January 6th, 2020.

School Orientation will be hold between December 14th - 15th, 2019.

ND.4000 Class between December 16th - 27th, 2019. (For Thai Student Only)

Announced on November , 2019.

(Assistant Professor Dr.Nada Chunsom)
Vice President for Academic Affairs