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## ANNOUNCEMENT

The National Institute of Development Administration  
Master of Business Administration (English Program) Admission Results  
for Semester 2 , academic year 2020 (Fourth Round)  
**Regarding Partial Scholarship (2) Applicants**

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 2020 (Fourth Round)

No.	Interview ID.	Name – Surname
1	634802120010	Miss Onchira Chiarawisithkul ★, **
2	634802120001	Miss Buchalada Soontarapa
3	634802120003	Mr. Phone Au Khant ★
4	634802120004	Mr. Tanayuth Sriwilajaroen ★
5	634802120005	Miss Tanticha Xu ★
6	634802120006	Mr. Nutchanon Phichadul ★
7	634802120007	Miss Naphatsakorn Sakdikorn
8	634802120008	Miss Natsupha Uraporn
9	634802120009	Miss Chananchida Luanyot ★
10	634802120011	Miss Natcha Prasomros ★
11	634802120012	Mr. Punn Jongruks
12	634802120014	Mr. Thiwat Malalam ★
13	634802120015	Miss Natthakan Puangchart
14	634802120016	Miss Supitcharya Areemit
15	634802120017	Mr. Thitikom Chanson ★

### Remarks:

- 1) A ★ symbol behind an applicant's name indicates that the applicant has been exempted from LC5030 (English Communication Skills for Graduate Studies).
- 2) A “\*\*” next to an applicant's name indicates that the applicant has been granted a partial scholarship (2).

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:

## **2. Documents for Registration**

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. Official TOEFL , IELTS , NIDA TOEFL ITP or NIDA TEAP scores reports if applicable (one copy)
4. Residence Registration Certificate (one copy) (For Thai student only)
5. Identification Card for Thai or Passport for foreigner (two copies)
6. 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.

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

**“All photocopies of documents must be signed and dated by the applicant.”**

**Remark:**

1. In case the Educational Service Division inspected the documents and found that they were incorrect, incomplete, according to the institute's announcement; or any students fail to submit documents by the specified date, the enrollment will be deemed ineligible and the registration fee will not be refunded.

2. The Institute reserves the rights to examine all registration documents at anytime. Any students found to be unqualified for enrollment, according to the institute's announcement of Office of the Civil Service Commission (OCSC), will be deemed ineligible. The institute may consider taking legal action if counterfeiting qualifications or forgery has been suspected.

3. The Institute reserves the right to verify the applicant's 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.

**\*\* 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\*\***

### 3. Authentication, New Student Registration, and Tuition Fee Payment

No.	Schedule	Activity	Process
1	December 7 <sup>th</sup> – 9 <sup>th</sup> , 2020	Documents for enrollment submission to NIDA	New students must submit all the required documents for enrollment at the Educational Service Division (4 <sup>th</sup> Floor Naradhip Bongsprabandha Building), NIDA (Time: 9.00 - 12.00 a.m. and 1.00 - 4.30 p.m.)
2	December 7 <sup>th</sup> – 9 <sup>th</sup> , 2020	New Student registration and enrollment	Students login to <a href="http://reg.nida.ac.th/">http://reg.nida.ac.th/</a> (by using student ID as USER NAME and PASSWORD) to complete filling personal and background information. The system allows student to enrollment and print the payment document until 23:59 o'clock of December 9 <sup>th</sup> , 2020 Remark: Any students fail to complete personal information and registration by the specified time will be dropped from registration. For further information or assistance, please contact Education Service Division, Tel. +66 2727 3938, +66 2727 3367-9 (expect government holidays)
5	December 7 <sup>th</sup> – 11 <sup>th</sup> , 2020	Registration fee payment	Student pays the registration fee at 1. Bangkok Bank 2. Kasikorn Bank 3. Bank of Ayudhya (Krungsri) 4. Counter Service By the specified date, all branches over the country Remark: 1. Payment fees shall be in accordance with the rates charged by each bank 2. Payment must be made within the specified date (within the bank and counter service's business hours only). If fail to make the payment by the specified time, students will be dropped from registration. 3. Student should keep the payment slip as the evidence for registration. 4. The registration system will update the student registration information on the next

			working day.(except government holidays) 5. Students can check registration and payment information after two days of making payment.
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**4. Fees**

1) Tuition fee 1,500 Baht per credit

**Note:** NIDA’s policy for relief the effect from COVID-19 infection in semester 2/2020

The institute has offered a discount rate for all full-time students who enroll any courses in semester 2/2020 with 10%-discount for the tuition fee, remaining 1,350 Baht per credit.

(Normal tuition fee’s rate is 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 follows this:

- For Thai applicant who is not granted a scholarship is 42,900 Baht.
- For Foreign applicant who is not granted a scholarship is 38,300 Baht.
- For applicant who is granted a scholarship is 20,300 Baht.

**\*\*The institute will not refund any fees 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 2021.

ND.4000 Class starts December 2020. (For Thai Student Only)

## **5. Conditions for Partial Scholarship**

Applicants who have been accepted into the program under the tuition fee and English course fee exemption project will be exempt from tuition and English course fees under the following conditions:

5.1 Applicants must achieve a GPA of at least 3.30 in each semester; otherwise, the tuition fee exemption will be canceled.

5.2 If applicants go on a leave of absence, they will lose the right to tuition fee exemption. If an applicant decides to drop the program, they must pay back all tuition fees, they were exempted from to the date of withdrawal.

5.3 Applicants must graduate within the program duration and at every end of the semester, applicants have to report the academic result to the program committee.

5.4 When on the scholarship, an applicant must demonstrate academic performance or attend academic competition, for example, Young Financial Star Competition etc. within 3 semesters. If an applicant cannot attend the competition within the period, the scholarship will be suspended to next semester.

5.5 Applicants must contribute their time to join the school / the institute's activities.

5.6 If applicants must enroll to repeat the course or the course program is not set, applicants will not be exempt from tuition and English course fees for that course.

## **6. 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 December 3 , 2020.



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