

**Regulations and Schedule for Exchange Scholarships
with the Institution of Foreign Higher Education
King Mongkut's Institute of Technology Ladkrabang**

The documents for application are as follows;

1. Online Application Form for KMITL student exchange program at <https://oia.kmitl.ac.th/outbound-program/> with a photograph attached.
2. Acceptance letter from a foreign higher education institute.
3. Acceptance letter from a foreign advisor.
4. Document showing 'QS World University Ranking.'
5. Official Transcript in English

Students must read The Educational Fund Announcement of King Mongkut's Institute of Technology Ladkrabang (KMITL) regarding rules, qualifications, and pay rates for educational fund exchange scholarships with foreign higher education institutes. If students have the qualifications as stipulated in the announcement, they may submit their application documents to Ms.Tanyarat Januch at the Office of International Affairs, Office of the President, Floor 8, tel. Extension 2315.

**The Educational Fund Announcement
of King Mongkut's Institute of Technology Ladkrabang
regarding Rules, Qualifications, and Pay Rate for Educational Fund
Scholarship Exchanges with Foreign Higher Education Institutions**

NOW, THEREFORE, to be empowered under the Item 7, 8, and 9 of King Mongkut's Institute of Technology Ladkrabang Regulations on educational funds, B.E. 2551 and the Educational Fund Committee resolutions, King Mongkut's Institute of Technology Ladkrabang at the 1st/2560 meeting, January 25, 2017, agreed to announce the following:

Item 1 This announcement shall take effect from the date of its publication.

Item 2 In this announcement:

“Institute” means King Mongkut's Institute of Technology Ladkrabang;

“Student” means student of King Mongkut's Institute of Technology Ladkrabang;

Item 3 Purpose for giving a scholarship

To support undergraduate, graduate, and postgraduate students of the Institute so that they may join academic exchange activities with top foreign higher education institutions and to help promote the Institute internationally

Item 4 The categories for academic exchange activities and foreign higher education institutes are as follows:

4.1 Academic exchange activities such as overseas, summer internships, cooperative education, research or a further non-degree study, etc.,

4.2 Foreign higher education institute means: a higher education institute in the top 300 of the QS World University Ranking during the academic year in which a student receives their scholarship, a higher education institute that has as its policy to take part in exchange activities or a higher education institute which has a collaboration agreement in place with the Institute.

Item 5 Qualifications for scholarship applicants as of this announcement are:

5.1 Must be an undergraduate student with a G.P.A. no lower than 3.00 or a graduate student who has registered for courses that follow the specified program plan.

5.2 Must have no criminal transgressions or violations of student discipline on record.

Item 6 The Educational Fund Committee assigns the Foreign Exchange Fund Consideration Subcommittee to comply with this announcement, and following this announcement, puts the Foreign Exchange Fund Consideration Subcommittee in charge of selecting the scholarship holder, announcing the scholarship holder's name, submitting the scholarship results and reporting directly to the Educational Fund Committee.

Item 7 Scholarship conditions

7.1 Students must contact their advisor or foreign higher education institute so that they may be accepted for student exchange.

7.2 Students must submit the acceptance letter from their advisor, department chief, academic division director or foreign higher education institution to the Foreign Exchange Fund Consideration Subcommittee.

7.3 The foreign higher education institute must be ranked in the top 300 of the QS World University Rankings during the academic year in which a student receives their scholarship,

a higher education institute that has as its policy to take part in exchange activities or a higher education institute which has a collaboration agreement in place with the Institute.

7.4 In the event that a student receives a scholarship in accordance with this announcement but does not receive a full scholarship that covers all expenses, the academic division may help fund the student up to an amount not exceeding their total expenses.

7.5 Foreign exchange duration

7.5.1 Foreign higher education institute exchange agreements with the Institute can be divided into two categories as follows:

- (1) Exchange periods of fewer than 30 days.
- (2) Exchange periods of more than 30 days.

7.5.2 In the event that the foreign higher education institute does not have an agreement in place with the Institute, any exchange period must be greater than 90 days.

Item 8 The scholarship holder will receive financial support for their foreign higher education institution exchange as follows:

8.1 In the event that a student's scholarship has an exchange duration that complies with item 7.5.1 (1) and does not have any other scholarship, the scholarship holder will receive a scholarship package of 10,000 baht.

8.2 In the event that a student's scholarship has an exchange duration that complies with item 7.5.1 (2) or 7.5.2, the scholarship holder will receive a scholarship package according to these country zones as follows;

8.1.1 United States and Canada: 60,000 baht.

8.1.2 European countries, Australia, and New Zealand: 50,000 baht.

8.1.3 Japan, Singapore, South Korea, China, and Hong Kong: 40,000 baht.

8.1.4 Countries other than those mentioned in items 8.1.1 - 8.1.3: 20,000 baht.

Item 9 Reporting of foreign exchange results must be completed as follows:

9.1 The scholarship holder must report the results of their participation in academic exchange activities with the foreign higher education institution to the Foreign Exchange Fund Consideration Subcommittee within 30 days from the day following the date of their return to Thailand.

9.2 If the scholarship holder does not report their results according to item 9.1, the person will not be considered for any further scholarships.

Item 10 Scholarship refunds may be considered in one of the following situations:

10.1 In case the exchange activity is cancelled.

10.2 In case exchange activities need to be terminated and the student must return 30 days or 90 days before the deadline.

10.3 In case it is determined that the student did not participate in the exchange activity as specified in the application.

10.4 In case the student commits an offence while participating in an exchange activity that defames the Institute, the Foreign Exchange Fund Consideration Subcommittee has the power to summon the student and request a scholarship refund.

The Foreign Exchange Fund Consideration Subcommittee shall consider the refund of scholarships in accordance with item 10.1-10.3.

Item 11 If the scholarship holders need to change their exchange plans or change their required overseas university, they must obtain prior approval from the Foreign Exchange Fund Consideration Subcommittee.

Item 12 The Foreign Exchange Fund Consideration Subcommittee reserves the right to consider approval or disapproval of scholarships even if scholarship applicants are qualified for scholarship exchanges to overseas higher education institutes.

Item 13 The Educational Fund Committee has the authority to consider funding students if the amount exceeds the amount allocated for that year.

The Chairman of The Educational Fund Committee makes all final decisions regarding any issue regarding compliance or non-compliance with this announcement.