



## **Khon Kaen University Announcement**

**(Number 1297/2564)**

**Subject: Application for Outbound Student Exchange Scholarship of  
the Fiscal Year 2021**

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In order to enhance the required traits, visions and international competency of Khon Kaen University students, to internationalize the University, and to support undergraduate students of Khon Kaen University to study at a foreign institution by taking a course of study, practicum, academic or professional training, which is part of one of Khon Kaen University's programs;

By virtue of Section 37(1) and (5) of Khon Kaen University Act of B.E. 2558 (2015) and in accordance with Khon Kaen University Announcement (Number 977/2564), which was dated May 13, 2021 on the subject: "Criteria for Granting Outbound Student Exchange Scholarship"; this Khon Kaen University Announcement is thus issued with the following particulars:

1. This Announcement is called, "Khon Kaen University Announcement (Number 1297/2564) on the subject, "Application for Outbound Student Exchange Scholarship of the Fiscal Year 2021".

2. This Announcement is effective from the date of Announcement.

3. Any announcement, order, or regulation contradicting this Announcement is to be replaced by this Announcement.

4. In this Announcement,

"The University" refers to Khon Kaen University.

"The Faculty" refers to a faculty or an institution equivalent to a faculty with the mission to prepare graduates as per the announcement of Khon Kaen University Council.

"The Overseas Institution" refers to a standard and quality university, a research institute, a professional training institution abroad that has been legitimately established by a government organization or an organization assigned by the government of the country, or an overseas organization with which the University has academic collaboration.

“Exchange” refers to the registration of a course, practicum, academic or professional training at the Overseas Institution, both on site and virtual.

“The Committee” refers to the Outbound Student Exchange Scholarship Committee.

“The Scholarship” refers to the outbound student exchange scholarship.

“The student” refers to an undergraduate student.

“The virtual activity” refers to an activity that is used to transfer content of knowledge by means of electronics equipment, which can be a computer, an internet network, intranet, extranet, or television or satellite signal.

## 5. Terms and Condition for the Scholarship application

The student who is applying for the scholarship must be nominated by the respective Faculty through approval of the Faculty Board. If there are more than one applicant, the names must be prioritized. A detailed report and project evaluation must be submitted, bearing the format set forth by the University, within 30 days after the student returns to Thailand or after the virtual activity has been completed. The following terms and conditions must be observed:

### 5.1 The applicant

5.1.1 Must be an undergraduate student, whose grade point average is not lower than 2.50 and who still holds a student status all through the period of the outbound exchange activity.

5.1.2 Must possess good competency in speaking and writing English or the language of the country where the exchange program takes place.

5.1.3 Is able to take responsibility over the supplementary expenses on top of the support by the University, which include the traveling expense, health insurance, various fees of the institution and the expense in acquiring passport and visa, etc.

5.1.4 In case the exchange program takes place abroad, the consent of the student’s parent is required.

5.1.5 Must be free from physical and mental health problem.

### 5.2 The period of the project

The length of the project period must be clarified as follows:

5.2.1 The length of the exchange activity at the Overseas Institution must not be less than 4 weeks, or

5.2.2 The period of virtual activity participation is at least 60 hours, or

5.2.3 In case the activity is integrated between 5.2.1 and 5.2.2, then the proportion required is: one-week onsite activity is equivalent to 15 hours of virtual activity.

### 5.3 The project activity

5.3.1 Registration of a course or registration for a sit-in at the Overseas Institution, where the course of study must be related to the field the student is studying and is certified by the Faculty. The course registered and the class hours must be clearly stated.

5.3.2 Academic or professional practicum or training must be part of a program of the University.

5.4 There must be a letter of acceptance to the academic or professional study, practicum, or training, or a letter of acceptance to an exchange program from the Overseas Institution. In case of the virtual exchange there must be the evidence of registration of a course and a certificate stating the name of the course, which is issued by the Overseas Institution itself, not by an agency.

5.5 The responsibility of the Faculty/Program of Study and the applicant

5.5.1 The Faculty/Program of Study must be responsible for assisting the student in contacting the Overseas Institution in different aspects, for example, asking for an official acceptance letter / an official invitation letter, evidence for visa application, asking for authorization for a student to go abroad, asking for the parent's consent, asking for advanced budget, drawing the amount of money for the scholarship, and following-up the work of each student.

5.5.2 In case of the exchange program abroad, the student is responsible for the expenses from issuing a passport, visa, air fare, accommodation, health insurance before traveling and other necessary expenses.

5.5.3 In case of the virtual exchange program, the student is responsible for application with the Faculty's approval.

6. Budget and scholarship allocation

6.1 The budget is allocated from Khon Kaen University revenue, the amount of which depends on each fiscal year.

6.2 The allocation of the budget for the exchange program that takes place overseas will depend on the zones as follows:

6.2.1 The allocation for Lao PDR, Cambodia, Vietnam is not more than 10,000 baht per person.

6.2.2 The allocation for the zone different from 6.2.1 is not more than 20,000 baht per person.

6.3 The allocation of the budget for the virtual exchange program with the Overseas Institution is not more than 3,000 baht per person.

6.4 The allocation of the budget for the mixed exchange program with the Overseas Institution between the onsite and virtual program is not more than the amount allocated for the 6.2 case.

The amount allocated may be adjusted as seen appropriate, especially if there are many applicants from the same faculty who are applying for similar activities.

7. Criteria for scholarship allocation will be based on the following guidelines, in the order of priorities:

7.1 The length of exchange

7.2 The type of exchange

7.3 The Overseas Institution that has entered an academic MOU with Khon Kaen

University or has been ranked among the first 400 universities by the Time Higher Education (THE) or QS World University Ranking, or is an institution having an outstanding field of study on the world.

7.4 Scholarship is distributed to cover all faculties of Khon Kaen University.

7.5 The applicant submits all of the required documents.

8. The application date, the announcement date and the confirmation of scholarship is as follows:

Details	Date and deadline
Application	June 30 – August 15, 2021
Last day of application	August 15, 2021
Committee's decision and announcement	By August 31, 2021
Traveling date/ completion of the virtual activity	By September 30, 2021
Last day of request for expenses	Within 30 days after returning to Thailand or completion of the virtual activity
Last day to submit the report of the outbound student exchange program	

In case there is remaining budget, scholarship may be granted on a case by case basis.

#### 9. Application

9.1 The applicant fills in the online application form and upload the documents to be attached from the website of the International Affairs Division:

<https://iad.kku.ac.th/outboundexchange/>

9.2 After completion of the online application form, the applicant must print out the documents from the system, sign the application form, and attach the following documents:

9.2.1 A copy of transcript, signed to certify a true copy

9.2.2 One 1 inch or 2 inches photograph taken within 6 months before application

9.2.3 A copy of the acceptance letter from the Overseas Institution, signed to certify a true copy

9.2.4 The true letter certifying the student status of Khon Kaen University, or a copy of the letter that is signed to certify a true copy

9.2.5 A curriculum Vitae (CV) or Resume

9.2.6 Evidence of registration and a certificate in case of the virtual exchange program, signed to certify a true copy

9.2.7 A letter of consent from the Dean of the respective Faculty (as per the stipulated form and completely filled)

9.2.8 A letter of consent from the parent, if the exchange takes place abroad (as per the stipulated form and completely filled)

9.2.9 A copy of the Memorandum of Understanding between Khon Kaen University and the Overseas Institution (if applicable), signed to certify a true copy

9.2.10 Other documents, for example, the English Proficiency Test Result, TOEFL/IELTS (if applicable), signed to certify a true copy.

9.3 The applicant submits the application form and all of the required documents, via the respective Faculty only, to the International Affairs Division of Khon Kaen University during the office hours and within the deadline stated. For more information, contact Miss Patteera Toomtan the International Affairs Division, 4<sup>th</sup> Floor, Bimala Kalakicha Building, Tel. 043-202059 or KKU Extension 44566, e-mail: patttoo@kku.ac.th Direct submission to the Division by the student, or incomplete document will not be accepted.

#### 10. Selection and announcement

The Committee shall have the power to make decision in the selection of the student. The Committee may allocate the amount less than the amount announced. The decision will be made at a meeting or by circulating the documents to the Committee for consideration, depending on the appropriateness. The final decision shall be under the chairperson of the Committee.

11. In case there is reason and necessity for Khon Kaen University to cancel this project, or there is the change of the particulars of the project which do not correspond to what is stated in this Announcement, or if there is a problem to observe this Announcement, the President or a person assigned by the President shall finalize the case.

The Announcement is effective as of today.

Announced on June 25, 2021

(Associate Professor Charnchai Panthongviriyakul, M.D.)  
President of Khon Kaen University