



**An Announcement of Khon Kaen University  
(No. 126/2017)  
On the Rules and Regulations for Application of the KKU Scholarships  
for ASEAN and GMS Countries' Personnel, Academic Year 2017**

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Khon Kaen University has always taken an important role to participate in developing personnel and resources of the GMS countries, especially the neighboring countries. Human resource development is the heart of all aspects of national development. Collaboration among academic institutions of the countries in ASEAN Community is vital and a necessity in response to the role of ASEAN Community in the world society and augmentation of the potentiality of our regional human resources. This is especially true in academic and research work, which Khon Kaen University has continuously encompassed in its major mission towards the GMS countries human resource development.

Therefore, by virtue of Article 37(1) and 85 of The Khon Kaen University's Act of 2015 and the agreement of the Khon Kaen University's Procurement and Financial Administration Committee from the 3<sup>rd</sup> meeting of 2016 on November 30, 2016, the University has proclaimed the following announcement:

**Article 1** This announcement is referred to as "An Announcement of Khon Kaen University number 126/2016 on the Rules, Regulations and Application for the KKU Scholarships for ASEAN and GMS Countries' Personnel of Academic Year 2017".

**Article 2** This announcement is to come into effect the day following the official announcement.

**Article 3** In this announcement:

University	refers to	Khon Kaen University (KKU).
Faculty	refers to	the faculty or the institute equivalent to the faculty of Khon Kaen University which offers the program for a student who wishes to enroll.
Committee	refers to	the Committee responsible for carrying on the KKU Scholarships for ASEAN and GMS Countries' Personnel.
ASEAN	refers to	the nine countries in ASEAN Community including Laos, Cambodia, Vietnam, Myanmar, Indonesia, the Philippines, Singapore, Malaysia and Brunei.
GMS Countries	refers to	the five countries with adjacent borders: Laos, Cambodia, Vietnam, Myanmar, and South China (Yunnan and Guangxi).

**Article 4** Objectives of the Scholarships

To support education and extend educational opportunities to personnel in GMS and ASEAN countries with no binding condition or obligation

**Article 5** Eligibility

- 5.1 The applicant must hold one of the nationalities of these mentioned ASEAN or GMS countries.
- 5.2 The applicant must have the official permission to study at Khon Kaen University from the institute/organization to which the applicant is affiliated in the homeland country, and must be able to show the authorized signature of the highest rank officer in charge or by a person with the equivalent authority. **The applicant must not be over 40 years of age on the date of application;** the final decision is made by the Committee only.

- 5.3 The applicant must fulfill all the requirements as per those who are eligible to study in that particular curriculum at Khon Kaen University.

**Article 6** Scholarship Categories

The scholarship is offered for regular programs, international programs or English programs at a graduate level at KCU. There are three types of scholarships as follows:

- 6.1 Scholarship Type 1: Full scholarship  
 6.2 Scholarship Type 2: Partial Scholarship for the applicant who has already received some support from an external organization  
 6.3 Scholarship Type 3: Full scholarship with internal matching fund

**Article 7** Scholarship details

**7.1 Scholarship Type 1: Full scholarship**

- 7.1.1 Tuition fees not exceeding 200,000 Baht per year (amount paid as actual expenses).  
 7.1.2 Accommodation and living expenses of 96,000 Baht per year.  
 7.1.3 Research/thesis costs of 18,000 Baht per year.  
 7.1.4 Travel expense not exceeding 30,000 Baht. Khon Kaen University will pay a round-trip air ticket (economy class) to and from the designated capital city or principle city to Thailand as actual amount **or** transportation for the recipient from Lao PDR, Cambodia or Vietnam covering the travel expenses at an amount of 5,000 Baht (lump sum).  
 7.1.5 VISA extension (one year VISA extension in Thailand), with the cost not exceeding 6,000 Baht (one time only).

**7.2 Scholarship Type 2: Partial Scholarship for the applicant who has already received some support from an external organization**

- 7.2.1 Scholarship from Khon Kaen University's budget:  
 7.2.1.1 Tuition fees not exceeding 200,000 Baht per year (amount paid as actual expenses).  
 7.2.1.2 Research/thesis costs of 18,000 Baht per year.  
 7.2.1.3 Travel expense not exceeding 30,000 Baht. Khon Kaen University will pay a round-trip air ticket (economy class) to and from the designated capital city or principle city to Thailand as actual amount **or** transportation for the recipient from Lao PDR, Cambodia or Vietnam covering the travel expenses at an amount of 5,000 Baht (lump sum).  
 7.2.1.4 VISA extension (one year VISA extension in Thailand) cost not exceeding 6,000 Baht (one time only).  
 7.2.2 Scholarship from an external organization's budget:  
 7.2.2.1 Accommodation and living expenses of 96,000 Baht per year.

**7.3 Scholarship Type 3: Full scholarship with internal matching fund**

- 7.3.1 Scholarship from Khon Kaen University's budget:  
 7.3.1.1 Tuition fees not exceeding 200,000 Baht per year (amount paid as actual expenses).  
 7.3.1.2 Research/thesis costs of 18,000 Baht per year.  
 7.3.1.3 Travel expense not exceeding 30,000 Baht. Khon Kaen University will pay a round-trip air ticket (economy class) to and from the designated capital city or principle city to Thailand as actual amount **or** transportation for the recipient from Lao PDR, Cambodia or Vietnam covering the travel expenses at an amount of 5,000 Baht (lump sum).  
 7.3.1.4 VISA extension (one year VISA extension in Thailand) cost not exceeding 6,000 Baht (one time only).

7.3.2 Scholarship from Khon Kaen University Faculty's budget:

7.3.2.1 Accommodation and living expenses of 96,000 Baht per year.

In addition, the scholarship **excludes health insurance or accident insurance.**

**The scholarship grantee should be responsible for this matter himself or herself.**

**Article 8** Number of scholarships for academic year 2017

This is subject to the allocated budget from KKKU budget of the year 2017.

**Article 9** Scholarship sources

The sources of scholarships may be from Khon Kaen University revenue or external organizations.

**Article 10** Application Process

Those who are eligible for the scholarship must submit an application form to study at Khon Kaen University within the deadline along with the following documents **(all supporting documents are required in English version or are translated into Thai version only):**

- 10.1 **Two original copies of the application package** with photo and signature on every page to certify its true copy are required.
- 10.2 The official application form is available year by year on the website: <http://ird.kku.ac.th>
- 10.3 Official academic transcripts of school study. If applying for a master degree level, the official academic transcript of the undergraduate level is required. If applying for a Doctoral Degree level, the official academic transcripts of both the undergraduate level and master's degree level are required. **If the documents are not the original ones, the copies must be officially certified by the original institution(s).**
- 10.4 Copy (or copies) of degree certificate issued by applicant's graduate institution
- 10.5 Copy of TOEFL score of at least 500, IELTS score of at least 5.5 or equivalent test result valid **within two years** to the applying date is required. Please note that only international standard English proficiency test result would be acceptable. Khon Kaen University will not consider the result which is part of applicant's former study (ies).
- 10.6 Two letters of recommendation (per one package) written by senior staff of the applicant's current working institution (Form: KKKU Scholarship II).
- 10.7 An authorization letter of permission for the applicant to study at Khon Kaen University from the institute/organization to which the applicant is affiliated in the homeland country, provided with the authorized signature of the highest rank officer in charge or by a person with the equivalent authority (Form: KKKU Scholarship III).
- 10.8 English translation of birth certificate **or** national identification card **or** certified copy of passport
- 10.9 Physical examination certificate/Medical certificate from a designated hospital only, (Form: KKKU Scholarship IV).
- 10.10 A criminal clearance testimonial from the home country of the applicant issued in English by an authorized official organization, or a translated version into English with an original copy of the version in the domestic language (if any).
- 10.11 A copy of the MOU between the applicant's home Institute/University and Khon Kaen University (only for those applicants who come from a University that has an MOU with KKKU).
- 10.12 If the applicant is receiving any other financial support by another organization, either international or domestic, the applicant must provide copies of the grant/scholarship where the amount and type of financial support received is clearly stated.

In case the applicant fails to complete the application form, especially when he or she is receiving monetary or scholarship support from another source as per Item 10.12 and has not

informed the Committee, the Committee reserves the right to cancel the application. In the case where unrevealed major information is detected at a later stage, the University will revise the decision and the scholarship may be subject to cancellation.

In the case where the University detects that the academic qualification shown by the applicant is false, or not valid, the University reserves the right to abruptly discontinue the scholarship and confiscate the degree certificate issued by Khon Kaen University.

**Article 11** Rules and Consideration for the Selection Process

- 11.1 KKU will **consider the original copies of application only**. We do not accept the application via e-mail or fax.
- 11.2 The applicant must have the official permission to study at Khon Kaen University from the institute/organization to which the applicant is affiliated in the homeland country with the authorized signature of the highest-ranking officer in charge, or a person having equivalent authority.
- 11.3 The applicant who is applying for the Scholarship Type 2 or Type 3 will receive first priority over those who are applying for Type 1 scholarship.
- 11.4 An applicant who comes from the university/institute/organization that has a Memorandum of Understanding with Khon Kaen University (at the Ministry of University Affairs level, University level or at the Khon Kaen University's Faculty level) or those who will return to work at their institution/university will have first priority. Those who come from institutions that do not have a Memorandum of Understanding with Khon Kaen University will receive secondary priority.
- 11.5 The scholarships for ASEAN and GMS countries' personnel will be evenly distributed among the Faculties and departments, and the scholarship recipients should come from various faculties and departments, except in the cases that contradict other conditions announced.

**Article 12** Conditions in accepting the scholarship

- 12.1 The time frame for the scholarship should correspond to that set by each curriculum only.
- 12.2 The Faculty at Khon Kaen University will submit the scholarship recipient's study report every semester, which will then be used in the consideration of the scholarship renewal for the following academic year.
- 12.3 The decision to continue awarding the scholarship to the recipient in each coming academic year is up to the judgment and performance assessment by the scholarship committee.
- 12.4 The University will not extend the scholarship to the recipient who avoids, neglects, deserts, stops or resigns from the study before program completion, except for the case of resigning with approval by the authorized Committee. In case of an approved intermission leave by the Committee, the scholarship can be extended after resumption of study.
- 12.5 If scholarship recipients cannot graduate on time as set by each curriculum, they can be extended one semester and KKU will cover for tuition fee and international student fee only. The scholarship committee will consider on a case by case basis.
- 12.6 The scholarship recipients must mention the source of this scholarship in their Thesis Acknowledgements or the Independent Study's Acknowledgements.

**ACKNOWLEDGEMENTS**

This work was supported by Khon Kaen University Scholarship, Khon Kaen, Thailand. The authors would like to thank.....for.....

**Article 13** Regulations for scholarship payment

- 13.1 Tuition fee and international student fee will be paid directly to Office of Registration, Khon Kaen University.
- 13.2 Living allowance, research fee are reimbursed in lump sum using the receipt bearing the name of the scholarship recipient.
- 13.3 Visa extension is reimbursed using the receipt from Immigration Office.
- 13.4 Travel expense will be reimbursed using an official receipt. In case the scholarship allows a lump sum of travel expense, then the amount will be reimbursed using the receipt bearing the name of the scholarship recipient.

**Article 14** Application Deadlines and Scholarship Recipient Announcement Dates

Schedule	Last Submission
Deadline for KKU to <b>receive</b> applications and documents	28 April 2017
Scholarship recipient announcement	2 June 2017
Confirmation deadline of scholarship acceptance	30 June 2017
Arrival deadline to KKU	First semester: 1 August 2017
	Second semester: 5 January 2018

Application form and required documents must be received by the International Relations Division, Khon Kaen University by **April 28, 2017**. Beyond this deadline, **Khon Kaen University will consider the late arrival of application forms only if the date stamped on the mail is sent from an applicant's country no later than April 25, 2017.**

**Article 15** Mailing application

The application form is available at [www.kkuinter.kku.ac.th/kkuscholarship](http://www.kkuinter.kku.ac.th/kkuscholarship) and must be submitted **by post** to:

**Mr. Isara Suriyagul Na Ayudhaya**  
**International Relations Division**  
**Khon Kaen University**  
**4<sup>th</sup> floor, Bimala Kalakicha Building**  
**123 Mittraphab Road, Muang Khon Kaen**  
**Khon Kaen 40002, THAILAND**

Or submitted directly to the International Relations Division during working hours (Mon-Fri 09.00-12.00, 13.00-16.30). Additional information may be obtained by contacting Mr. Isara Suriyagul Na Ayudhaya, the International Relations Division on the 4<sup>th</sup> floor, Bimala Kalakicha Building, Tel. +66-43-202-059 or e-mail: [sisara@kku.ac.th](mailto:sisara@kku.ac.th).

**Article 16** Scholarship recipient selection and result announcement

Khon Kaen University will appoint a committee with the authority to consider and select the scholarship recipients, where the committee may consider if the amount of funding given should be less than stated on this announcement by taking into account other sources of funding received by the recipient. Furthermore, the committee will evaluate the scholarship recipient's performance semester by semester and consider the scholarship renewal for the coming academic year.

**Article 17** In case of unforeseen problem, the University may terminate or alter the program as stated in this announcement. If there is any problem in the program operation, the President of the University has the final authority, and his decision is the final order.

Thus, from henceforth, this announcement is issued on the January 24, 2017.

A handwritten signature in black ink, appearing to read "Kittichai T." with a stylized flourish at the end.

(Associate Professor Kittichai Triratanasirichai)  
President of Khon Kaen University



## The 2017 KKU's Scholarship Applicants Procedure

All information concerning the scholarship is available at:

<https://ird.kku.ac.th>



### Application process:

1. Complete the application on website and print out
2. Complete KKU scholarship form II, III, IV
3. Prepare all supporting documents

**(All documents require 2 copies)**



Send **two original** packages by post to:

**Mr. Isara Suriyagul Na Ayudhaya**

**International Relations Division, Khon Kaen University**

**4th floor, Bimala Kalakicha Building**

**Muang, Khon Kaen 40002, THAILAND**

**(The application packages are needed to arrive at KKU within April 28, 2017)**



After the deadline of call for application, KKU will have candidate selection and will announce the scholarship recipients at

<http://ird.kku.ac.th>

**(KKU will announce the result of scholarship recipients within June 2, 2017)**



KKU scholarship recipients have to confirm the scholarship acceptance

before June 30, 2017.

**(The scholarship confirmation form is needed)**



KKU will provide an acceptance package for the scholarship recipients including the letter for VISA application to apply in your home country. The original copy will be sent to your address which mentioned in the scholarship confirmation form.



- (1) The KKU scholarship recipients who study in the first semester have to **arrive at KKU no later than August 1, 2017**, and
- (2) the recipients who study in the second semester have to **arrive at KKU no later than January 5, 2018**.



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