



Chulalongkorn University, Bangkok, Thailand Business School Exchange

Notes of Guidance for Exchange Students

Please check information on host university's website for accuracy

Chulalongkorn University, Thailand's first institution of higher learning, opened in 1917 and is located in the centre of Bangkok. Today the University has in excess of 35,000 students, with over 22,000 undergraduates alone. The campus has an array of museums and intriguing architecture, reflecting the distinctive nature of the University. In addition there are cafeterias, bookstores, libraries, sports facilities to satisfy an array of interests. Every Friday there is an Open Market set up on campus that attracts students and staff of the University, as well as the general public.

The Faculty of Commerce and Accountancy was first established in 1938 and contains five academic departments: Accountancy, Commerce, Statistics, Banking and Finance, and Marketing. There are currently 2,300 undergraduate students in the faculty and the Bachelor of Business Administration (BBA) International Program is the first undergraduate level programme that is taught entirely in English at Chulalongkorn. Over 100 universities worldwide have student exchange programmes with the University.

Further information:

http://bba.acc.chula.ac.th/index.php?option=com_content&task=blogcategory&id=36&Itemid=53&mn=3&sm=3-0

Study Dates

Fall - (August – December)

Spring - (January – May)

Orientation

Orientation is normally arranged within the first week of semester. It is compulsory and there is no charge. Useful information will be provided such as rules and regulations as well as chance to take part in fun activities and meet other students. Students should aim to arrive a few days before the semester starts and notify the BBA office of their arrival date and time.

Academic Work

Selection of Courses

Provisional course plans and syllabus can be viewed at

http://bba.acc.chula.ac.th/index.php?option=com_content&task=blogcategory&id=36&Itemid=53&mn=3&sm=3-0

A finalised schedule will be available one month before the start of the semester. It is recommended that students send their course selections to the Faculty by July for the Fall Semester and December for the Spring Semester, in order to avoid time clashes. Contact details are available on the website. Seven courses per semester are selected.

Students should check that they have the required pre-requisites for their course choices, these can be viewed on the course syllabus. Students must also get approval of their course choices from their home university before sending the course selection by email to Chulalongkorn. Exchange students are not allowed to take language courses.

Course codes are initialled with 2601- for Accounting, 2602 -for Commerce, 2603- for Statistics, 2604-for Banking and Finance, 2605- for Marketing.

Further information:

http://bba.acc.chula.ac.th/index.php?option=com_content&task=blogcategory&id=36&Itemid=53&mn=3&sm=3-0

Your final course selection must be approved by the University of Edinburgh Business School and a Course Registration Form is available on http://www.business-school.ed.ac.uk/_data/assets/word_doc/0016/16054/course-registration-form.doc. Any course changes made whilst you are away must have your School's approval. Please ensure that you keep in regular contact during your year abroad.

Registration

The BBA Office will register students automatically based on the course selection list approved by the home university and emailed to Chulalongkorn. All registration must be complete by the second week of semester.

Studies

Participation in class is important and 80% attendance is required. A letter of absence should be submitted to the BBA office if students expect to be absent. Teaching hours per course is normally 48 hours.

Students consult with professors / lecturers either in classroom or via email.

Assessment

Mid-term, final examinations, conduct a report, presentation and class participation.

Finances

Costs

Additional costs should be restricted to travel, books and health insurance. You will be required to pay for the following (all figures are approximate):

- Tuition fees to the University of Edinburgh – contact the agency which is paying your fees (e.g. LEA/SAAS) and ensure that payment is arranged for your time abroad
- Housing & Board - approximate 10,000 – 15,000 Thai Baht per month.
- Health Insurance - Students should obtain their own before arriving.
- Books - students can buy at the BBA Office before the first start of the class.
- Everyday living costs - less than 500 Baht per day.

Further information:

http://bba.acc.chula.ac.th/index.php?option=com_content&task=blogcategory&id=36&Itemid=53&mn=3&sm=3-0

Employment

There is no employment for students.

Grants and Loans

If you are in receipt of a maintenance grant and/or a student loan, you should inform the awarding body that you have been selected to participate in the exchange. You may request that payment be made early. The awarding body will need payment instructions, namely details of a bank account into which it can be paid directly, or a nominated individual to whom cheques can be posted. Do not forget to obtain the necessary grant or loan application forms for the following year.

Banks

You will need to show your acceptance letter and passport.

Health Insurance

Exchange students are required to have insurance before travelling to Thailand and should arrange this themselves.

Visa

A letter of acceptance for visa application will be sent to students in June for the Fall semester. A non-immigrant "ED" visa must be obtained before leaving your home country. This can be obtained from any Royal Thai Embassy or Consulate. It is recommended that students apply for a multiple entry visa, particularly if they intend to travel. Students are eligible to stay in Thailand with a non-immigrant "ED" type visa for 90 days and will need to get their visa extended after that. A visa extension letter can be requested from the BBA office.

Airport Pick Up

The BBA office has a Friendship Club, which will supply a buddy for each exchange student. If the buddy is not able to meet with students at the airport, a taxi is the most convenient and safe way to travel for a reasonable fee.

Housing

The majority of students share a room with 2-4 other students with prices starting at 10,250 Baht per person. Evergreen Apartments are serviced apartments of this type. For more information see <http://www.evergreenplacebangkok.com/>.

The Nonsi Residence has studio type individual rooms for those who prefer to have some privacy. These are also serviced apartments, with prices starting at 10,000 Baht, further information can be found here <http://www.nonsiresidence.com/>.

Further information:

http://bba.acc.chula.ac.th/index.php?option=com_content&task=blogcategory&id=36&Itemid=53&mn=3&sm=3-0

If you wish to apply for University-owned accommodation on your return to Edinburgh you should apply online.

Dress code

There is a University uniform that all students are required to wear, which can be purchased at the University Bookstore for around 1000 Baht. Men are expected to wear a white shirt, black trousers, Chula tie and dress shoes. Women wear a white shirt, black knee-length skirt, Chula pin and polite casual shoes.

Safety

We hope your stay at your exchange destination will pass without any undue incident with regard to your safety. However, as you will be staying in a different environment and culture, you should be prepared to take necessary precautions if appropriate.

We would advise you to consult with the Study Abroad Office on your arrival and also look at the following website which will give you up-to-date government information on the country you will be visiting.

<http://www.fco.gov.uk/en/>

If you find yourself without any access to cash, without your passport, or in any other serious kind of trouble, the British Consulate will try to help. In the unlikely event of you being arrested for a serious offence, insist on the Consulate being informed; a consular officer who can advise on local procedures etc will contact you as soon as possible.

Please also inform the International Office and your DOS of any problems relating to your health or safety whilst on your study abroad exchange.

DISABILITY STATEMENT

Some destinations may be more accessible than others for disabled students. If you require any adjustments due to disability or specific learning difficulties and you wish to study abroad please contact the Business School in the first instance (adjustments@business-school.ed.ac.uk). We will liaise with you and the Disability Office at Edinburgh to explore the help available at your host institution. It would also be helpful if you discuss this with your Director of Studies and the Disability Office.

Contacts

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| <p>Chulalongkorn</p> <p>Mr Thirawut Sutabut BBA Int Program Faculty of Commerce & Accountancy Chulalongkorn University Phayathai Road Bangkok 10330 Thailand</p> <p>T: 662-218 5738 ext 103 F: 662-251 3718 E: thirawut@acc.chula.ac.th</p> | <p>Edinburgh</p> <p>Lorraine Edgar/Janet Ellis The University of Edinburgh Business School Undergraduate Office 29 Buccleuch Place Edinburgh, EH8 9JS Tel: +44 (0)131 650 3828/651 3798 Fax: +44 (0)131 650 8337 Email: Lorraine.Edgar@ed.ac.uk or Janet.Ellis@ed.ac.uk</p> |
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These notes are for guidance only. We have tried to keep them up to date, but it is very difficult to do so without your input. So, if you can keep notes of any inaccuracies in this information we should be glad to hear of them on your return to Edinburgh. Any other observations and impressions about your stay will also be useful and will help those students who participate in the exchange in future years.

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