

**BBA**THAMMASAT  
BUSINESS SCHOOL



# Exchange Student Guidebook: 2011-2012

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1. Asst. Prof. Dr. Orapan Yolrabil  
E-mail: orapan@tu.ac.th  
Director
2. Assoc. Prof. Dr. Pantisa Pavabutr  
E-mail: pantisa@tu.ac.th  
Associate Director
3. Ms. Sopa Ngamchalernsak  
E-mail: sopa@tu.ac.th  
Manager
4. Mrs. Narisa Klieothong  
E-mail: narisa.k@tbs.tu.ac.th, pompam@tu.ac.th  
Exchange Coordinator



- ❑ Send a postal mail of the following documents: Exchange Application Form, Course Selection Form, Transcript, Essay, a copy of passport and 4 of 1-inch photos and 2 of 2-inch photos, to the BBA Office by **April 30<sup>th</sup>** for the first semester or by **October 31<sup>st</sup>** for the second semester.
  - Exchange application form
  - Course selection form
  - A copy of transcript
  - Statement of Purpose
  - A copy of passport
  - 2 copies of 1-inch recent photos and 2 copies of 2-inch recent photos
- ❑ Information of your arrival flight schedule via e-mail
- ❑ Make a confirmation of your housing arrangement
- ❑ Exchange students need an acceptance letter issued by Thammasat University to *apply for a **NON-IMMIGRANT VISA** from the Thai Embassy or Consulate-General in your country.* Please be noted that **the non-immigrant visa is valid for only 90 days.**

- ❑ Visit the BBA Office on 1<sup>st</sup> Floor, Faculty of Commerce and Accountancy Building
- ❑ Meet the BBA staff or “**Mrs. Pam**” at the BBA Office to complete the course registration forms and submit a copy of passport
- ❑ Check and confirm the registered courses via e-mail
- ❑ Check a list of the “BBA buddy”
- ❑ Purchase the textbooks required for the courses that the exchange students have registered. Textbooks are available at TU Bookstore (opposite of Faculty of Liberal Arts).

**Important Note:** All course modifications (add, drop, change of sections, withdrawal) must be done officially on the Modification/Cancellation of Registration form and before the deadlines (check calendar).

[illegible]

April 30	Deadline of exchange application submission
July 20 – 22	Advanced Registration
August 4 - 21	Orientation week (Dates are tentative)
<b>August 8</b>	<b>Beginning of First semester</b>
August 10	Graduation Ceremony <i>Holiday</i>
August 12	H.M. The Queen's Birthday <i>Holiday</i>
August 19	Last day of Withdraw W/O Record
August 19	Last day of refund fee request ( <b>non-degree students only</b> )
<b>October 2 - 9</b>	<b>Mid-term Examination</b>
October 14	Last Day of Withdraw with "W"
October 23	King Chulalongkorn's Day <i>Holiday</i>
October 24	Substitution for King Chulalongkorn's Day <i>Holiday</i>
November 27	Last Day of Classes
December 5	H.M. The King's Birthday <i>Holiday</i>
<b>December 6 - 18</b>	<b>Final Examination</b>
December 10	Constitution Day <i>Holiday</i>
December 12	Substitution for Constitution Day <i>Holiday</i>

October 31, 2011	Deadline of exchange application submission	
November 21 – 23, 2011	Advanced Registration	
January 4 - 20	Orientation week (Dates are tentative)	
<b>January 9</b>	<b>Second Semester Begins</b>	
January 20	Last day of Withdraw W/O Record	
January 20	Last day of refund fee request ( <i><b>non-degree students only</b></i> )	
<b>March 4 - 11</b>	<b>Mid-term Examination</b>	
March 16	Last Day of Withdraw with “W”	
<i>April 6</i>	<i>Chakri Day</i>	<i><b>Holiday</b></i>
<i>April 13 - 15</i>	<i>Songkran Festival</i>	<i><b>Holiday</b></i>
April 29	Last Day of Classes	
<b>May 3 - 18</b>	<b>Final Examination</b>	
<i>May 5</i>	<i>Coronation Day</i>	<i><b>Holiday</b></i>
<i>May 7</i>	<i>Substitution for Coronation Day</i>	<i><b>Holiday</b></i>

**Important note:** It's your responsibility to arrange the travel schedule to arrive in Bangkok at least a few day before each semester commences. Class attendance is strictly required and included in your final grade. Please do not schedule your return flight and traveling until you know the date of your last exam.



<b>Majors:</b>	<b>Minors:</b>
Accounting	Accounting
Finance and Banking	Finance and Banking
Marketing	Marketing
	Economics
	Open Electives

- | A   | B+  | B   | C+  | C   | D+  | D   | F |
|-----|-----|-----|-----|-----|-----|-----|---|
| 4.0 | 3.5 | 3.0 | 2.5 | 2.0 | 1.5 | 1.0 | 0 |

- [illegible]

❖ **Unfurnished Housing:**

Address: 622/208, 622/219 Somdejapinkloa Road, Bangkoknoi, Bangkok 10700 Thailand  
Tel: 66 2434 5362-71, 2434 5413, 2433 6350, 2424 1846, 2424 0405, 2423 0911

- 24-hour security, 2 elevators, telephone system
- There are mini marts and laundry service in the building.

- Electricity fee 5 Baht per unit
- Water fee 15 Baht per unit
- Telephone charge 6 Baht per call within the Bangkok area
- Refrigerator rental fee 300 Baht per month

Deposit can be only refunded if you move out after 5 months of your stay.

Address: 120/5 Soi Thepnakarin Aroonamrin Road, Bangkoknoi, Bangkok 10700 Thailand  
Tel: 66 2882 3456 (Automatic 30 Lines)

[illegible]

## Facilities and Services

- 24-hour security, 2 elevators, telephone system
- There are mini marts and laundry service in the building.

### Service charges for other utilities

- Electricity fee 5 Baht per unit
- Water fee 15 Baht per unit
- Telephone charge 5 Baht per 15 minutes (within Bangkok area)
- Rental of refrigerator 300 Baht per month for a small size or 400 Baht per month for a bigger one. 2,000 Baht deposit is required.
- Rental of television 400-450 Baht per month. Deposit 2,000 Baht.
- Rental of sheet, pillow, pillowcase and blankets is 300 Baht per month.

### Remarks

Before signing the contract, you have to inform the apartment's manager of the lease period. Deposits will be refunded when you move out.

<u>Apartment</u>	<u>Rate</u>	<u>Deposit</u>	<u>Transportation</u>	<u>Notes</u>
<b>3. M N Residence</b>	5,000 Baht	10,000 Baht	Bus.no.65,53,32	32 sq.m
	10,000 Baht	20,000 Baht	Bus.no.65,53,32	70 sq.m
	10,000 Baht	20,000 Baht	Bus.no.65,53,32	Double room

Address: 80 Soi Samsen 5, Samsen Road, Pranakorn, Bangkok 10200 Thailand

Tel: 66 2628 7800, 66 2281 4581

Fax: 66 2280 0893

E-mail: yinglek25@hotmail.com

## Facilities and Services

- 24-hour security, 2 elevators, telephone system, swimming pool, garden
- There are food shops, mini marts, barber and beauty shops and other service facilities in the building.

### Service charges for other utilities

- Electricity fee 5 Baht per unit
- Water fee 17 Baht per unit
- Telephone charge 5 Baht per call (within Bangkok area)
- Parking fee 700 Baht per month (lessee only)

[illegible]



E-mail: The3Jcourt@yahoo.com (Ms. Sriprapha)

- 24-hour security, elevator, telephone system, swimming pool, garden
- There are food shops, mini marts, barber and beauty shops and other service facilities in the building.

- Electricity fee 7 Baht per unit
- Water fee 18 Baht per unit
- Telephone charge 4 Baht per 20 minutes (within Bangkok area)
- Hi-speed internet fee 750 Baht per month (256Kb), 900 Baht per month (1 Mb)
- Laundry fee 500 Baht per 55 piece or 30 per 5 kgs.
- Bed sheet and pillowcase are provided

<u>Apartment</u>	<u>Rate</u>	<u>Deposit</u>	<u>Transportation</u>	<u>Notes</u>
<b>1. Rattanakosin Island Condo.</b>	7,000-8,000B		Bus no. 30, 203 & Ferry	27-37 sq.m.
	12,000-14,000B		Bus no. 30, 203 & Ferry	37-44 sq.m.
	14,000 B		Bus no. 30, 203 & Ferry	70 sq.m.

- 24-hour security, elevators, telephone system, hi-speed internet
- Restaurant, Spa, Swimming Pool and Gymnasium
- Pick-up services

Please visit <http://sites.google.com/site/rattanakosincondo/> to find out more information

[illegible]

<u>Apartment</u>	<u>Rate</u>	<u>Deposit</u>	<u>Transportation</u>	<u>Notes</u>
<b>2. Juladis River Mansion</b>	13,000*	1 month	Bus. No. 19, 53	City view
	15,000*	1 month	Bus. No. 19, 53	River view
	25,000-35,000	1 month	Bus. No. 19, 53	2 bedrooms

Address: 2 Soi Samsaen 3 (Wat Sam Praya), Samsen Road, Pranakorn, Bangkok 10200  
Thailand

Tel: 66 2281 0776 78, 66 2282 8337-40

Fax: 66 2281 5661

## **Facilities and Services**

- 24-hour security, 3 elevators, telephone system
- There are mini marts, laundry, swimming pool, fitness room and other service facilities in the building.

### Service charges for other utilities

- Electricity fee 4 Baht per unit
- Water fee 12 Baht per unit
- Telephone charge 5 Baht per minute (within Bangkok area)

## Remarks

25,000 – 35,000 is connecting room with a living room and cooking area.

Deposit is refundable if you move out after 3 months.

You can pay by cash (Thai Baht) or visa card.

<u>Apartment</u>	<u>Rate</u>	<u>Deposit</u>	<u>Transportation</u>	<u>Notes</u>
<b>3. East Bank Apartment</b>	18,000*	1 month	Bus. 53, 30, Ferry	Single room
	20,000-25,000*	1 month	Bus. 53, 30, Ferry	2-bedrooms
	36,000*	1 month	Bus. 53, 30, Ferry	3-bedrooms

Address: 43 Nakhonchaisri Road, Dusit, Bangkok 10300 Thailand

Tel: 66 2669 1907, 66 1170 1983

Fax: 66 2669 1904

E-mail: eastbank43@hotmail.com (Mr. Suchart)

## **Facilities and Services**

- 24-hour security, 2 elevators, Direct Line
- High-Speed Internet by TRUE
- Laundry service, swimming pool, fitness room and other service facilities in the building

[illegible]

### Service charges for other utilities

- Electricity fee 5 Baht per unit
- Water fee 15 Baht per unit

### Remarks

- *One bedroom, one bathroom*
  1. 18,000 Baht is located in the east facing-poolside wing a living room
- *Two bedrooms, two bathrooms*
  1. 20,000 Baht is located in the corner units with a living room.
  2. 22,000 Baht is located in the east facing-poolside with a living room. It's 80 sqm.
  3. 25,000 Baht is located in the west facing with a living room. It's 90 sqm.
- *Three bedrooms three Baths plus maid's room/bath*
  1. 36,000 Baht is located in the top floors and corner units with living room and kitchen. It's 150 sqm.

\*You can pay by cash (Thai Baht or US.dollar or traveller's check).

<u>Apartment</u>	<u>Rate</u>	<u>Deposit</u>	<u>Transport</u>	<u>Notes</u>
4. PSB Apartment	14,000	2 months	Ferry	Studio (40 sq.m.)
	20,000-25,000	2 months	Ferry	1-bedroom (50 sq.m)
	30.000-35.000	2 months	Ferry	2-bedrooms (70-90sq.m)

Address: 376/3 Watrakang, Arun-Amarin Road, Siriraj, Bangkok-noi Bangkok 10700

Tel: 66 2412 7823, 66 2866 2066

E-mail: [psb\\_reservations@yahoo.com](mailto:psb_reservations@yahoo.com)

## Facilities and Services

- 24-hour security service
- Mini fitness room
- 21-inch TV in living room with multi-language channels and UBC channels
- Internet connection
- 10 lines automatic telephone
- In each room consist of Refrigerator, King size bed, Air-conditioner, Telephone, TV, Water Heater, Safety Box, Sofa, Bathtub/Shower bath
- Laundry service, swimming pool, fitness room and other services in the building.

### Service charges for other utilities

- Electricity fee 6 Baht per unit
- Water fee 18 Baht per unit
- Telephone 5 Baht for Bangkok area

[illegible]

- Payment must be paid in cash (Thai Baht) only
- Late payment will be charge 100 baht per day
- In the case that the deposit shall not be return to the lessee, if the lessee leaves the apartment prior to the date of termination or not occupy on the date

<u>Apartment</u>	<u>Rate</u>	<u>Deposit</u>	<u>Transport</u>	<u>Notes</u>
5. Amarin Mansion	6,500-9,500	3 months	Ferry	-

Tel: 66 2882 4848

E-mail: [amarinmansion@gmail.com](mailto:amarinmansion@gmail.com)

## Facilities and Services

- 24-hour security service
- Free TV & Cable TV
- Wireless-lan 2Mb
- Laundry service and other services in the building.

## TEMPORARY ACCOMMODATIONS

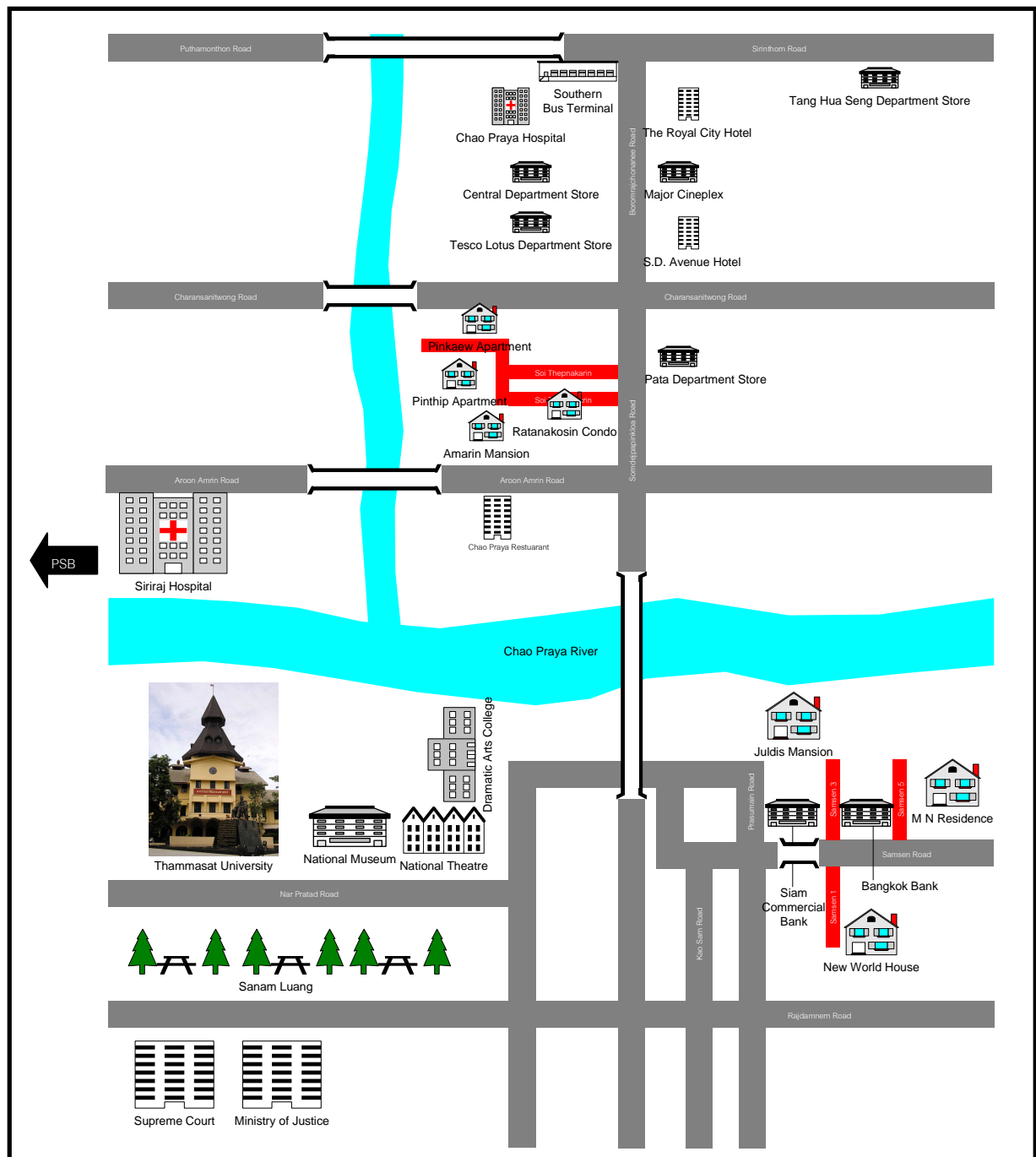
If you arrive at night, and cannot check into the apartment, you can find temporary accommodations close to campus from in the suggested list of hotels below:

Name	Type	Price	contact
Sathita Apartment	Single	600	Tel:66 2434 4104
S.D Avenue Hotel*	Superior	1,000	
Royal City Hotel*	Single	1,250	
	Twin	1,500	
Royal River Hotel*	Single	1,250	
	Twin	1,500	
New World Lodge*	Single	900	
	Twin	1,050	
Viengtai Hotel*	Single	1,300	
Royal Hotel*	Single	1,000	
	Twin	1,200	
Hotel De'Moc	Single	950	Tel:66 22822831
	Twin	1,250	

**Remark Subject to change rates per night.**

\* Rate and booking operated by [www.sawasdee.com](http://www.sawasdee.com)

[illegible]



## HEALTH SERVICES

## HEALTH CARE

The Health Service Center, located on the ground floor of Student activities Building, provides basic outpatient medical and dental cares for students on a free-of-charge basis. Students are encouraged to take advantage of such service on campus.

## ACCIDENTAL INSURANCE

Please request insurance information from the BBA staff.

**APPROXIMATE LIVING COSTS:** At the exchange rate 32 Baht per 1 USD (May 2008)

### Academic-related expenses

- **BOOKS AND CLASS READING MATERIALS:** approximately 4,000 Baht per semester.

## Other expenses

- *FOOD*: approximately 9,000 Baht per month.
- *LOCAL TRANSPORTATION*: approximately 2,000 Baht per semester.
- *PERSONAL EXPENSES*: approximately 15,000 Baht per month (Excluded traveling expenses).

◆ **Female :**

- 
- A woman with dark hair, wearing a white short-sleeved button-down shirt, a black skirt, and a brown belt, stands on a dry grassy field. She is smiling at the camera. In the background, there is a large, light-colored building with a prominent dark, conical tower topped with a flag. Several cars are parked in a lot behind her, and a white tent is visible on the right side of the background.

## A full-body photograph of a man standing on a grassy field. He is wearing a white long-sleeved button-down shirt, black trousers, and black shoes. He has his hands on his hips and is smiling at the camera. In the background, there is a large building with a prominent black spire and a flag on top. The sky is overcast.

**All TU official uniforms and accessories are available at  
Thammasat Bookstore.**







- **Pridi Bhanomyong library (Main Library)** located in Library Building  
Tel: 0 2613 3537, 0 2613 3546, 0 2613 3544, 0 2613 3532, 0 2613 3540  
Homepage: [www.library.tu.ac.th/pridi/pridi.html](http://www.library.tu.ac.th/pridi/pridi.html)  
Library Hours:

<b>Term</b>	<b>Mon - Fri</b>	<b>Sat – Sun</b>
<b>Regular Semester</b>	8 a.m. – 8 p.m.	9 a.m. – 6 p.m.
<b>Summer</b>	8 a.m. – 8 p.m.	9 a.m. – 6 p.m.
<b>University Breaks</b>	8 a.m. – 8 p.m.	9 a.m. – 6 p.m.

- **Puey Ungphakorn Library (Faculty of Economics)** located on 3<sup>rd</sup> floor of Main Library Building.

Tel: 0 2623 5178, 0 2623 5147

Homepage: [www.library.tu.ac.th/puey/puey.html](http://www.library.tu.ac.th/puey/puey.html)

Library Hours:

Term	Mon - Fri	Sat - Sun
<b>Regular Semester</b>	8 a.m. – 9 p.m.	9 a.m. – 6 p.m.
<b>Summer</b>	8 a.m. – 9 p.m.	9 a.m. – 6 p.m.
<b>University Breaks</b>	8 a.m. – 9 p.m.	9 a.m. – 6 p.m.

- **Sanya Dharmasakti Library (Faculty of Law)** located in Law library building, (1<sup>st</sup>-3<sup>rd</sup> floor).

Tel: 0 2224 1381, 0 2613 2124

Homepage: [www.library.tu.ac.th/sanya/sanya.html](http://www.library.tu.ac.th/sanya/sanya.html)

Library Hours:

Term	Mon - Fri	Sat - Sun
Regular Semester	8 a.m. – 9 p.m.	9 a.m. – 7 p.m.
Summer	8 a.m. – 9 p.m.	9 a.m. – 7 p.m.
University Breaks	8 a.m. – 4 p.m.	Closed

- **Journalism and Mass Communication Library** located on 2<sup>nd</sup> floor of Faculty of Journalism and Mass Communication

Tel: 0 2613 2717

Homepage: [www.library.tu.ac.th/mass/mass.html](http://www.library.tu.ac.th/mass/mass.html)

Library Hours:

Term	Mon - Fri	Sat - Sun
Regular Semester	8 a.m. – 7 p.m.	8:30 a.m. – 6 p.m.
Summer	8 a.m. – 7 p.m.	8:30 a.m. – 6 p.m.
University Breaks	8 a.m. – 4 p.m.	Closed









- 6 International Programs: BBA International Program, BAS Program (British and American Studies), BE International Program (Economics), BJM English Program (Mass Media Studies), TEP/TEPE (Twinning Engineering Program) and Sirindhorn International Institute of Technology (Engineering) of Thammasat have joined following sports events:

Each year one of the international programs will be the host of the event. Each program (BBA, BAS [British and American Studies], BE [Economics], BJM [Mass Media Studies], TEP/TEPE (Twinning Engineering Program) and SIIT [Engineering] and Engineering Nottingham) will send teams to compete in several events such as basketball (women & men) and soccer.

Each year one of the international programs will be the host. Each of International Exchange Program chooses representatives to debate and give a speech on given topics.

BBA International students will send representatives to compete with the other seven teams from the BBA Thai program.

1. Basketball match between TU (Thammasat University) and CU (Chulalongkorn University).
2. Basketball between BBA Thai & International Program.
3. Basketball between BBA seniors and freshmen.



[illegible]

- *Faculty of Commerce and Accountancy*
  1. The 1<sup>st</sup> Floor (Quick shop) opposites of Elevator (Tha Prachan Wing)
  2. The 4<sup>th</sup> Floor (Library)
- Faculty of Liberal Arts
- TU bookstore.

- Food Services

Food is very easy to find both on and off campus. On-campus food centers are located beside the Faculty of Commerce and Accountancy, The Multi-purpose II Bldg., Faculty of Law and the opposite of Language Institute. Please see the campus map for exact locations. Most off-campus food stores offer one-dish Thai food including fried rice, rice with side dishes and noodles.

- Photo shops

There is several photo shops located around Tha Prachan lawn that you can buy film, camera or take your photo and complete within 1 hour.

- Mobile Phone and SIM cards

SIM cards for your mobile phone are available at convenience stores such as 7-eleven nearby the university or mobile phone shops normally located in almost all of shopping malls around Bangkok.







1. Main Auditorium
2. Art & Culture Auditorium
3. Faculty of Law
4. Student Activity Building
5. Gymnasium
6. Faculty of Journalism and Mass Communication
7. Language Institute
8. Faculty of Political Science
9. TU Press
10. Anek Prasong 2 Building (Multi-Purpose 2 Building) & Parking Lot
11. Faculty of Economics
12. Main Library
13. Predee Area
14. Faculty of Liberal Arts
15. Dome Building
16. Anek Prasong Building
17. TU Bookstore
18. TA-TU Internet Center
19. Faculty of Commerce and Accountancy
20. Faculty of Social Administration, Faculty of Sociology and Anthropology
21. Football Field
22. Parking Lot
- @ Cafeteria