**BUIC Fact Sheet 2015-2016**

**1. Name of institution**

Bangkok University

**2. Address**

Bangkok University International College, Building 7, Floor 3

119 Rama 4 Rd., Klong-Toei, Bangkok 10110, Thailand

**3. Website**

Website of institution: [www.bu.ac.th](http://www.bu.ac.th)

Website of international college: [www.buic.bu.ac.th](http://www.buic.bu.ac.th)

**4. Associate Dean for Student Affairs**

Name: Ms. Somjai Siritrakankij

Phone: +66-2-350-3500 Ext. 1639 Fax: +66-2-350-3679

E-mail address: [somjai.s@bu.ac.th](mailto:somjai.s@bu.ac.th) or [buic@bu.ac.th](mailto:buic@bu.ac.th)

**5. Assistant Dean for Student Affairs**

Name: Ms. Thunchanok Janphaka

Phone: +66-2-350-3500 Ext. 1636 Fax: +66-2-350-3679

E-mail address: [thunchanok.j@bu.ac.th](mailto:thunchanok.j@bu.ac.th) or [buic@bu.ac.th](mailto:buic@bu.ac.th)

**6. Contact Person for Outgoing Exchange/Visiting Students**

Name: Ms. Somjai Siritrakankij

Phone: +66-2-350-3500 Ext. 1639 Fax: +66-2-350-3679

E-mail address: [somjai.s@bu.ac.th](mailto:somjai.s@bu.ac.th) or [buic@bu.ac.th](mailto:buic@bu.ac.th)

**7. Contact Person for Incoming Exchange/Visiting Students, VA (Veterans Affairs) Students, Tutoring Program**

Name: Mr. Sean Buenaventura (Asia Pacific)

Name: Ms. Laetitia Furio (Europe and the Americas)

Phone: +66-2-350-3500 Ext. 1657 Fax: +66-2-350-3679

E-mail address: [sean.s@bu.ac.th](mailto:sean.s@bu.ac.th) [laetitia.f@bu.ac.th](mailto:laetitia.f@bu.ac.th) or [buic@bu.ac.th](mailto:buic@bu.ac.th)

**8. Contact Person for Visa Issues, Accommodation Booking, Airport Pick up Request**

Name: Ms. Siriporn Saengkeyoon

Phone: +66-2-350-3500 Ext. 1625 Fax: +66-2-350-3679

E-mail address: [siriporn.s@bu.ac.th](mailto:siriporn.s@bu.ac.th) or [buic@bu.ac.th](mailto:buic@bu.ac.th)

**9. Programs and Tentative Course Offered**

(Minimum credits required: 12 per semester; Maximum credits allowed: 22 per semester)

* Business English

<http://www.buic.bu.ac.th/index.php/majors-creative-course/business-english-bachelor-of-arts>

* Communication Arts

<http://www.buic.bu.ac.th/index.php/majors-creative-course/communication-arts-bachelor-of-arts>

* Entrepreneurship and Management

<http://www.buic.bu.ac.th/index.php/majors-creative-course/entrepreneurship-bachelor-of-business-administration>

* Marketing

<http://www.buic.bu.ac.th/index.php/majors-creative-course/marketing-bachelor-of-business-administration>

* International Tourism Management

<http://www.buic.bu.ac.th/index.php/majors-creative-course/marketing-bachelor-of-business-administration-2>

* Computer Graphics and Multimedia

<http://www.buic.bu.ac.th/index.php/majors-creative-course/graphics-and-multimedia-bt>

For more information, please go to <http://www.buic.bu.ac.th>

\**Please contact us by email one month before the next semester begins to receive a list of courses to be offered during the semester.*

**10. Academic Calendar**

Please visit the following link : <http://buic.bu.ac.th/index.php/apply/academic-caleadar/item/academic-semester>

Orientation Day is usually held the week before classes begin to provide new students a briefing on the University’s rules and regulations, course registration procedures, IT and web resources for students, visas for foreigners, and other important information.

**11. Application Documents and Procedures**

**Important Dates**

Application Deadline: May 31, 2016

Registration Day: August 8 - 9, 2016

Orientation Day: August 11 - 12, 2016

**Admission Documents (Visiting/Exchange Students)**

1. High school transcript and diploma

2. Three passport-sized photographs

3. Photocopy of information page and all stamped pages of passport

4. Application fee of US $53 (Not required for exchange students)

**A bank wire transfer must be made directly to Bangkok University’s bank account:**

**Account Name: Bangkok University**

**Bank: Bangkok Bank Ltd.**

**Branch: Kluay Nam Tai, Bangkok 10110**

**Account Number: 117-3-02113-8**

**SWIFT Code: BKKBTHBK**

5. Official transcript of grades from current university/educational institution

6. A letter of recommendation from current university/educational institution

7. Proof of English proficiency: TOEFL minimum score of 500 (paper-based) or 61 (Internet-based); or IELTS minimum score of 5.0 in all bands; or SAT minimum score of 1000; or a letter from current university confirming the student’s ability to study in English at the undergraduate level or higher (waived for native speakers of English)

8. Application form available at: http://admission.bu.ac.th/images/admissions/pdf/applicant/2013/BUINTER2013.pdf

9. A copy of health insurance covering the period of stay in Thailand

For any certificates or transcripts not written in English or Thai please submit an English translation certified by the educational institution.

**\*\*\*Please send all documents to:**

**Bangkok University International College**

**Building 7, 3rd floor, Rama 4 Rd., Kluay Nam Tai**

**Klong-Toei, Bangkok 10110, Thailand**

**12. Accommodation Information (and instructions, if any)**

Housing is not available on campus, but there are two off-campus, university-owned apartments including:

* The Link 2

(http://www.buic.bu.ac.th/index.php/campus-life-creative-campuses/accommodation-students-apartment/thelink/item/thelink)

* Lumpini Place Rama 4

(http://www.buic.bu.ac.th/index.php/campus-life-creative-campuses/accommodation-students-apartment/lumpini/item/the-lumpini)

Contact person: Ms. Siriporn Saengkeyoon

Phone: +66-2-350-3500 Ext. 1625 Fax: +66-2-350-3679

Email: siriporn.s@bu.ac.th or [buic@bu.ac.th](mailto:buic@bu.ac.th)

**13. Airport Pick-up Service Instructions (If any)**

Preferred arrival period: **August 1-7, 2016**. To request for our airport pick-up service, please fill out the request form (provided upon request). You can find information about the airport link transportation system running from the airport to the city area that connect to other public transport systems including the BTS Skytrain (at Phaya Thai Station) and the MRT subway (at Phetchaburi station). (http://www.srtet.co.th/en/02\_routing\_services/02\_sa\_cityline\_a.html). A map of the Skytrain route can be found at (http://www.bts.co.th/customer/en/02-route-current.aspx). To go to Bangkok University City Campus or Lumpini Place, get off at Ekkamai Station. To go to The Link 2, get off at Onnut Station. More transportation information is available at the information center near the airport arrival area.

***Airport Pick-up Service is available during August 1-7, 2016 only. Please contact BUIC Office to request for this service.***

Contact person: Ms. Siriporn Saengkeyoon

Phone: +66-2-350-3500 Ext. 1625 Fax: +66-2-350-3679

Email: siriporn.s@bu.ac.th or [buic@bu.ac.th](mailto:buic@bu.ac.th)

**14. Estimated Living Expenses (in USD or EUR)**

Estimated costs of living expenses (food, transportation, entertainment) are approximately 15,000 to 25,000 Baht per month (US $500-840). This amount does not include accommodation and varies greatly according to individual students’ lifestyles and spending patterns.

Transportation to and from campus is available using the BTS Skytrain, with the nearest station being Ekkamai Station, 800 meters from the campus. Skytrain fares range from 20-60 Baht per trip with discounts available for monthly passes. The MRT subway system has similar fares. Bus lines also serve the campus area with fares from 8-16 baht per trip. Metered taxis start at 40 Baht and increase according to distance. Most trips within the city cost 100-200 Baht.

Uniforms are required to be worn on campus and can be purchased at the bookstore for approximately 800 Baht per set. Immigration fees will be 1,900 Baht for a visa extension and 1,000 Baht for a single re-entry permit (required in order to preserve your student visa when leaving the country). A multiple re-entry permit costs 3,900 Baht.

All students are encouraged to have health insurance during their period of study at Bangkok University.

**15. Directions from Suvarnabhumi Airport to the City Campus**

<https://www.google.co.th/maps/dir/Suvarnabhumi+Airport,+999+Bang+Na-Trat+Road,+Rachathewa,+Bang+Phli+District,+Samut+Prakan+10540/Bangkok+University+Khlong+Toei+Bangkok/@13.6879828,100.5952054,12z/data=!4m13!4m12!1m5!1m1!1s0x311d67771542274f:0x120d19554f157a07!2m2!1d100.750112!2d13.689999!1m5!1m1!1s0x30e29fa2465e56bd:0x2171a6acaec48652!2m2!1d100.581952!2d13.711208>

**16. Student Visa**

Once exchange/visiting students have been accepted to our program, they receive a letter of acceptance and other documents needed to request for a ‘Non-Ed’ (Non-Immigrant Education Visa) visa at Thai embassies in their countries. On the first application students are allowed to have a 3-month education visa. Students have to contact the Student Affairs office at BU International College (Bldg.7/Flr.3) to request for a visa extension letter **three weeks before their original visa expiration date.**

**16. Ninety Days Report of Residence**

Every period of 90 days, all foreign residents in Thailand are obliged to report their current addresses in person to the Immigration office. However, any visitors who leave Thailand within the 90-day period will be exempted. The 90-day report due date will be automatically reset on the return date.

**17.** **Semester Dates: Semester 1 (Fall – August to December)**

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| --- | --- |
| **Preferred arrival date** | August 1- 7, 2016 |
| **Registration/orientation dates** | Registration Period   * Via Internet: July 27-29, 2016 * In person: August 8 - 9, 2016   Orientation: August 11 - 12, 2016 |
| **Classes start** | August 15, 2016 |
| **Exam periods** | Midterms: October 3 - 10, 2016  Finals: November 29 – December 9, 2016 |
| **Last day of semester** | December 9, 2016 |
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**18. Medical Coverage**

Students are encouraged to obtain health insurance to cover them throughout their period of study. Bangkok University offers medical and accident insurance at a cost of 7,000 baht.

If an exchange or visiting student already has health insurance, please provide a copy of the insurance policy.

**19. Student Handbook**

Students can look for further information from the following URL:

http://ebook.bu.ac.th/books/handbook/index.html

Thank you for your kind support and collaboration.

BUIC