

## BUIC Fact Sheet 2016-2017

**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)

Blog of BUIC Student Affairs: <http://buicsainfo.blogspot.com/>

**4. Associate Dean for Student Affairs**

Name: Ms. Somjai Siritrakankij

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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**

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

Name: Mr. Thesigan Nadarajan (Asia and tutoring program): student registration at

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

Name: Mr. Supat Thanasuwanditee (The Americas, New Zealand, Australia and Thailand)

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

Name: Ms. Laetitia Furio (Europe, Middle-East, Africa and Veterans Affairs)

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

## 7. 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)

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>)

Airport Pick-up Service is available during December 29- January 3, 2017 only. To request for our airport pick-up service, please fill out the online request form:

<https://docs.google.com/a/bu.ac.th/forms/d/13cleiL04Ghugaa0nsx2lZo7DaVr24QcOesFJncze0/viewform>

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](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.

## 8. 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.*

## 9. Academic Calendar

Please visit the following link: <http://www.bu.ac.th/eng/academic-bachelor-degree-calendar.html>

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.

## 10. Application Documents and Procedures

### **Important Date:**

Application Deadline for the Spring Semester (January to May 2017): October 31, 2016

### **Application Documents (Visiting/Exchange Students):**

1. High school transcript and diploma
2. 1 passport-sized photograph
3. Photocopy of the passport's main page
4. Medical certificate (ability to study)
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.

10. 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**

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

**Bangkok University International College  
Building 7, 3<sup>rd</sup> floor, Rama 4 Rd., Kluay Nam Tai  
Klong-Toei, Bangkok 10110, Thailand**

## **11. 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.

## **12. 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+Khlom+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>

### 13. Student Visa, 90-Day Report and Re-entry Permit

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. Your duties regarding Thai immigration are as follows:**

	STUDENT VISA EXTENSION	90-DAYS REPORT	RE-ENTRY PERMIT
LEGAL PURPOSE	Study legally in Thailand	Report your current address	Allow you to leave Thailand and to come back on the same Thai visa
PROCESS	<ul style="list-style-type: none"> <li>-See the <b>last visa stamp</b> on your passport</li> <li>-Come to Student Affairs Office (K731) <b>1 month before expiration date</b> with:</li> <li>-Passport</li> <li>-Registration receipt</li> <li>-Last transcript</li> <li>-We will proceed to your visa letter within 2 weeks</li> <li>-Go to Immigration Office with the package</li> <li>-Come back to us with a copy of your last stamp for our records</li> </ul>	<ul style="list-style-type: none"> <li>-Proceed <b>every 90 days within 15 days before or 7 days after the period expires</b></li> <li>-If you leave Thailand anytime during the 90 days period, the day count will restart from 1 upon your re-entry into Thailand</li> </ul>	<ul style="list-style-type: none"> <li>-<b>Apply before you leave Thailand:</b></li> <li>-A completed TM-8 form</li> <li>-The correct fee in cash</li> <li>-A 2-inch photo</li> <li>-Passport copy: the main page and your last stamp</li> <li>-Go at any immigration office or directly at airport before departure</li> </ul>

<b>IN CASE OF FAILURE</b>	<b>Overstay will cause fee and period of banning from re-entering</b>	<b>Fine of 2000 Baht</b>	<b>Cancellation of the visa</b>
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#### 14. Semester Dates:

<b>Preferred arrival date</b>	Spring semester: December 29- January 3, 2017
<b>Registration/orientation dates</b>	<b>Registration days:</b> <ul style="list-style-type: none"> <li>➤ Spring semester: In person: January 4, 2017</li> </ul> <b>Orientation days:</b> <ul style="list-style-type: none"> <li>➤ Spring semester: January 5-6, 2017</li> </ul>
<b>Classes start</b>	➤ Spring semester: January 9, 2017
<b>Exam periods</b>	<b>Spring semester:</b> Mid-terms: February 27-March 7, 2017 - Finals: May 3-May 12, 2017
<b>Last day of semester</b>	➤ Spring semester: May 12, 2017

#### 15. 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.

#### 16. 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