



## SASIN FACT SHEET (2014 - 2015)

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- Founded on September 15, 1982 by Chulalongkorn University, the oldest and best known university in Thailand, with the support and collaboration of the Kellogg School of Management and The Wharton School
- First MBA Program in Thailand taught completely in English
- First and only business school in Thailand to be accredited by AACSB and EQUIS.



**Sasin Graduate Institute  
of Business  
Administration of  
Chulalongkorn  
University**

**Student Affairs Office  
(6th Fl.)**

Sasa Patasala Building  
Pathumwan, Bangkok  
Thailand 10330

### Contact Information:

**Siratas Keshagupta**  
*Chief of Student Affairs*

**Pinakarn Kosakorn**  
*Student Affairs Officer*

**Warut Promsri**  
*Student Affairs Officer*

**Telephone: (662) 218-3862**

**Fax: (662) 611-6753**

**E-mail:**

**[studentaffairs@sasin.edu](mailto:studentaffairs@sasin.edu)**

**Sasin Website:**

**[www.sasin.edu](http://www.sasin.edu)**

# EXCHANGE APPLICATION

After being nominated for exchange, exchange students will need to fill out and send back to the Student Affairs Office via e-mail the following documents:

- 1) Exchange Data Form
- 2) Airport Pick-Up Form
- 3) Digital Photo (300 x 300 pixel)

## MBA Academic Year Dates 2014-2015

<b>First Quarter</b>	
First Quarter I (Q1.1)	May 12 – June 17, 2014
First Quarter II (Q1.2)	June 24 – July 28, 2014
<b>Second Quarter</b>	
Second Quarter I (Q2.1)	July 29 – September 2, 2014
Second Quarter II (Q2.2)	September 9 – October 14, 2014
<b>Third Quarter</b>	
Third Quarter I (Q3.1)	October 20 – November 24, 2014
Third Quarter II (Q3.2)	November 25 – December 30, 2014
<b>Fourth Quarter</b>	
Fourth Quarter I (Q4.1)	January 13 – February 17, 2015
Fourth Quarter II (Q4.2)	February 24 – March 31, 2015

## Academic Policies

### **Class Attendance**

Students are expected to attend all sessions of courses for which they are registered.

### **Course Registration**

After sending us the Exchange Data Form, we will register you in the registration system. You are still able to add or drop your courses within the first week of the module.

*Note: Sasin does not have a textbook/course material return/refund policy. So students should not purchase textbook/course materials until they are definitely sure that they will not drop the course.*

## Course Load

Sasin students take **two courses per module**. Exchange students can take first or second year courses. Each course is usually worth 3 Sasin credits which is 36 contact hours (including exam hours).

Elective courses for second year students:

<http://www.sasin.edu/programs/mba/secondyear.html>

Courses for first year students:

<http://www.sasin.edu/programs/mba/firstyear.html>

## Cost of living

The following is a list of estimated expenses over a **one-month** period in Bangkok:

### Estimated Living Expenses

<b>Housing at Sasa International House</b>	<b>Baht 19,500-20,150</b>
<b>Utilities - electricity, telephone, etc. (approximately)</b>	<b>800 -2,000</b>
<b>Meals (three times a day)</b>	<b>10,000</b>
<b>Course materials and academic expenses</b>	<b>1,500</b>
<b>Personal spending money</b>	<b>10,000</b>
<b>Total</b>	<b>Baht 41,800 – 43,650*</b> <i>(Approx. US \$1,251 – \$1,307)</i>

*\*Note: Costs are subject to change.*

## Visa Information

### Getting your Entry Document and Visa

To enter Thailand, you need to obtain a visa by presenting the letter issued by Sasin and other necessary documents to the nearest Royal Thai Embassy or Consulate. The visa granted to an exchange student is usually a single-entry student visa valid for three months or less. If you wish to travel outside of Thailand during your stay here, you must apply for a re-entry permit before leaving Thailand so your student visa will not be terminated.

For more Visa information: <http://www.mfa.go.th/web/2482.php?id=2487>

## How to apply for a Re-Entry Permit

You must apply for a re-entry permit to the Kingdom of Thailand at the Immigration Bureau **before** you leave the country. Students have the option to apply for a single or multiple permits. The fees\* are 1,900 Baht for a single permit and more for a multiple permit. The applicant or passport holder must go in person and fill out the TM.8 application form. Do not forget to bring your passport, photograph (4 x 6 cm) and application fee. The application fee is not refundable. The Student Affairs Office can give you information about the nearest Immigration Bureau.

*\*Note: Fees are subject to change.*

Immigration Bureau: <http://www.immigration.go.th>

## Accommodation

### On-Campus Housing

**The Sasa International House**, located within a 3-minute walk from Sasin, has newly furnished rooms.

Due to the limitation of vacancies at the Sasa International House, we suggest you to make a reservation through e-mail: [sasahouse@sasin.edu](mailto:sasahouse@sasin.edu) or by fax (662) 215-3880, phone (662) 216-8844.

### Off-Campus Housing

Exchange students have enjoyed staying at service apartments that are 20 minutes walking distance away from Sasin or a short taxi ride from Sasin. Serviced apartments are suitable for students staying for two modules. Contact our office for more information at [studentaffairs@sasin.edu](mailto:studentaffairs@sasin.edu).

## At Sasin

### Your first day at Sasin

You should report to Ms. Siratas Keshagupta, Chief of the Student Affairs Office, on the 6<sup>th</sup> floor of Sasa Patasala Building on the orientation day (usually held on the Monday or a day before the module starts). Your presence on the orientation day is recommended for obtaining your Sasin Student ID and other Sasin information. There is also a short Sasin facility tour. Please also bring a copy of your passport (personal information and visa pages) for our files. In addition, please provide us with your contact number (mobile/cell phone) in Bangkok.

## “Experience Thai Culture” Day

If the module schedule timing permits, newly arrived exchange students will be taken on a half-day trip to one of the most famous attractions in Bangkok, *the Grand Palace Complex (Wat Phra Keo)*.

## Sasin Facilities

- **IT Facilities**

**Computer Lab** – Sasin has a computer lab open everyday for students to use.

Exchange students should bring their own laptop since Sasin does not provide a laptop loan service.

**Electronic Mailing** - We will provide all exchange students with their own user name and password to access the Sasin system. Each student will also receive a Sasin e-mail address, you can forward your Sasin e-mail to your primary account.

- **Recreational Facilities**

Sasin provides recreational facilities for their students such as a swimming pool, fitness center, aerobic center, and sauna at the Sasabol Health and Recreation Center.

*Note: Students not staying at the Sasa International House will have to pay \$15 per module (five weeks) to use the facilities.*

- **Health Services**

Students can visit the Chulalongkorn Health Center (on campus) or Student Affairs Office (over-the-counter medicines such as Tylenol, Actifed, etc.)

- **Student Locker**

We will provide all exchange students with their own lockers to store their belongings. Lockers are located on the 6<sup>th</sup> floor. *There is a 500 Baht locker key deposit which will be returned to students after the locker key has been returned.*