



SASIN FACT SHEET (2015 - 2016)

- 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
Head of Student Affairs

Pinakarn Kosakorn
Student Affairs Officer

Telephone: (662) 218-3862

Fax: (662) 611-6753

E-mail:

studentaffairs@sasin.edu

Sasin Website:

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) Digital Photo (300 x 300 pixel)

MBA Academic Year Dates 2015-2016

First Quarter	
First Quarter I (Q1.1)	May 11 – June 15, 2015
First Quarter II (Q1.2)	June 23 – July 27, 2015
Second Quarter	
Second Quarter I (Q2.1)	August 3 – September 7, 2015
Second Quarter II (Q2.2)	September 8 – October 13, 2015
Third Quarter	
Third Quarter I (Q3.1)	October 19 – November 23, 2015
Third Quarter II (Q3.2)	November 24 – December 28, 2015
Fourth Quarter	
Fourth Quarter I (Q4.1)	January 5 – February 9, 2016
Fourth Quarter II (Q4.2)	February 16 – March 22, 2016

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

Housing at CU iHouse (On-Campus)	Baht 10,000
Utilities - electricity, telephone, etc. (approximately)	600
Meals (three times a day)	10,000
Course materials and academic expenses	1,500
Personal spending money	10,000
Total	Baht 32,100 * <i>(Approx. US \$1,003)</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 or multiple-entry student visa valid for three months or less. If you have a single-entry visa and 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

If you want to leave Thailand, students with a single-entry visa 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. Room rates are 1,800 baht per night/room or 40,000 per month. Due to the limitation of vacancies at the Sasa International House, we suggest you to make a reservation through e-mail: sasahouse@sasin.edu or by fax (662)215-3880), phone (662)216-8844.

CU iHouse – Chulalongkorn U., a 10-15 min walk from Sasin. They have a monthly rental of 10,000 baht (a single bed) or 11,000 baht (two twin beds) but are very strict on the contract e.g. if you state that you will stay for two months then you will have to pay for two months even if you ended up staying for one month. You will have to **pay in cash** (*they do not accept credit cards*). They also have daily rental available at 900 baht/room/night or a monthly rate.

Website: www.chula.ac.th/en/prospective-student/accommodation

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. Contact our office for more information at studentaffairs@sasin.edu.

At Sasin

Your first day at Sasin

You should report to Ms. Siratas Keshagupta, Head of the Student Affairs Office, on the 6th 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 6th floor. *There is a 500 Baht locker key deposit which will be returned to students after the locker key has been returned.*