



BMIR Programme Exchange Student Manual *(Revised Version 2/2017)*

The Combined Bachelor and Master of Political Science
Program in Politics and International Relations
(English Program)

Faculty of Political Science, Thammasat University



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Founder of the Faculty of Political Science
Thammasat University

Welcome to BMIR

Welcome to the Combined Bachelor and Master of Political Science Program in Politics and International Relations (BMIR), Faculty of Political Science, Thammasat University, Thailand's leading academic institution.

You are starting a journey which will be exciting and meaningful for your life. This is probably the first time for you to be fully responsible for the way you manage your time between study, social life, sports and other activities and the key to success is the right balance.

Throughout your studies, you will have a chance to learn from our knowledgeable and well-known professors as well as prominent guest lecturers from various fields and professions. We are very glad to broaden your educational experience and learning new culture

Best wishes,
BMIR Program

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I. Course Registration

Student must complete registration before the first day of the semester. The registration must be done in person on the specified date at the BMIR office. All International students are required to register at least 3 courses (9 credits) and not more than 6 courses (18 credits) per semester.

| Adding a Course |

With approval of an academic advisor or course lecturer, a student may register for additional courses not later than 7 days after the beginning of the regular semester (during the specified date from BMIR). Registration for additional courses beyond this period will be permitted only under certain circumstances with the approval of the Program Director.

| Auditing a Course |

Students wishing to audit a course without being first evaluated must receive permission from the lecturer and the academic advisor. No grades will be given and no credits will be earned. The abbreviation “AUD” (Audit) will appear in the student's record for such a course providing that the student fulfills all the requirements set by the lecturer for “audit” students. Failure to fulfill the requirements will result in an “F” on the transcript. The credits of audited courses will be included in the maximum credits allowed for registration in each semester, but not included in the minimum credits, and not counted in the cumulative credits. A change from auditing to taking a course for credit must be done within 14 days of the beginning of the regular semester. Students may not register for credit in courses previously audited.

| Dropping a Course |

A student may withdraw from courses provided that the student overall registration does not fall below 9 credits (unless the student obtain an approval from the Dean). The courses withdrawn will not appear on the student's academic record if student drops courses within 7 days of the beginning of the regular semester. A student may withdraw from a course with the letter “W” on the transcript in the withdrawal period. Beyond this period, no withdrawals are permitted without the approval of the program director and/or Dean.

II. Grading System

Grade	A	B+	B	C+	C	D+	D	F
Point	4.0	3.5	3.0	2.5	2.0	1.5	1.0	0
Interpretation	Excellent	Very Good	Good	Almost Good	Fair	Almost Fair	Poor	Failed

III. Course Credits

3 credits / 15 weeks per course

IV. Student Uniform

Student Uniform is not required when you attend classroom but is required when you take the exam. You can find the student uniform at the TU book store.

➤ Male

- White shirt without stripes or prints, a collar is optional. (The sleeves must be unrolled and shirt always tucked in.)
- Black trousers without stripes.
- Belt with TU buckle.
- Black shoes with socks.

➤ Female

- White shirt with short sleeves, no stripes or prints. Shirt always tucked
- Four TU metal buttons. One button is to be sewn onto the collar. Pin a TU brooch on the left side of shirt above the chest
- black skirt
- Belt with TU buckle
- Black shoes

V. Accommodation

Thammasat does not provide on-campus dormitories for students but we suggest a list of private apartments located nearby the campus because traffic jams are the norm rather than the exception in a city like Bangkok. Thus, areas close to Tha Prachan, such as Pinklao or Banglamphu, are preferred living places for many students.

The rate is approximately 5,000 – 10,000 Baht per month and 10,000 – 15,000 Baht for deposit. (The suggested list of the apartments can access on the website)

VI. Living Cost

Estimated Total 80,000 Baht (2,700 USD) per semester
(Including accommodation/ transportation/ food)
(Exchange rate: 30 Baht/ 1 USD)

VII. Facilities on Campus

(Please refer to the campus map (page 16) to find the location of the following facilities.)

• Pridi Bhanomyong Library

The main Thammasat library has 10 branch libraries and a collection of well over 600,000 books and documents in Thai, English and other languages, as well as over 2,600 titles of periodicals and newspapers. The main branch is located underground next to the Faculty of Economics. Audio-visual aids are available for students and faculty during office hours. The library offers modern computerized facilities and services.

Opening Hours: Monday-Friday 8:00 a.m. – 9:30 p.m.
 Saturday/Sunday 9:00 a.m. – 9.30 p.m.

With your student ID card, you have access to the following library materials and services:

- Periodicals and newspaper
- Book search
- Private study rooms

- Multimedia section (movies, documentaries, music, etc. in VSH,
- CD-ROM and DVD format
- Computer lab with Internet access
- Printing
- Photocopy
- Inter-library loan service

- **Direk Jayanama Library**

Located at the 5th floor of the Faculty of Political Science building, the Direk Jayanama Library offers about 32,000 books, text books, journals and articles in Thai and English. This library is dedicated to the study of Political Science, and students can find most sources they might need for their research and studies in this facility.

Opening Hours:	Monday-Friday 8:00 a.m. - 7:00 p.m.
	Saturday 9:00 a.m. - 6:00 p.m.
	Sunday closed

- **Bookstore**

The Thammasat Book Shop is located next to the Tha Prachan gate at the southern end of the campus. In addition to a vast selection of textbooks and other academic reading, this place offers Thammasat memorabilia and accessories which make great gifts and allow you to show your school pride. This is also the place to stock up on stationary and other important student supplies.

Opening Hours:	Monday - Friday: 08:30 a.m. - 07:00 p.m.
	Saturday - Sunday: 10:00 a.m. - 04:00 p.m.

Note: Bookstore is closed on National Holidays

- **Computer Labs:**

- 4th floor of the Political Science building
- U2 floor of the main library

- **Wireless Network:**

Wi-fi access is available throughout the campus. Students with personal laptops can gain access to the Internet via this wireless network for free.

- **Printing Service:**

- Political Science building (the 5th floor copy shop in the library, the 4th floor computer lab)
- The computer lab and the photocopy place, U2 and U3 floor in the Main library

- **Photocopy:**

- Political Science building (5th floor in the library, 1st floor)
- Language Institute (ground floor)
- Main library (floor U2, U3)
- Economics building (ground floor, near the river)
- Liberal Arts building (ground floor)
- Commerce building (first floor)

- **Post Office & Overseas Fax:**

The post office with overseas fax service available is located in front of the Dome building (location 13 on the map), facing the football field. Also it is located opposite of Grand Palace, Na Pra Lan (the fee is cheaper than the post office in TU)

- **Photo Shop:**

There are several photo shops located around Tha Prachan Pier that you can take a photo and buy the film.

- **Health Care:**

Students have full access to health services provided by the University such as free-of-charge essential healthcare during weekdays. The health center clinic is located on the first floor of the Main Auditorium. The services offered range from first-aid services to diagnosis and medical aid, dental services, counseling and hospital referral.

Across the river, *Siriraj hospital* or the private Thonburi hospital or *Chaophya hospital* offer the full range of medical services beyond the once covered by the university's own healthcare.

- **Fitness Center**

Tha Prachan Campus opens a fitness center at the ground floor of Gymnasium Building. The center is opened during Monday to Friday from 3.30 to 8.30 p.m. It's free of charge for TU students and staff.

VIII. Transportation

There are many different options of getting to the Tha Prachan campus, ranging from boat to bus to driving your own car. Most people probably rely on a combination of transport means to reach the campus. It is suggested to use public transportation if possible, in order not to add to Bangkok's growing traffic and environmental problems.

Since the roads around Tha Prachan Campus are notoriously congested, the boat is actually one of the fastest and most convenient ways to get to Thammasat. Chao Phraya Express Boat Co. operates the boat lines along the river. They have the Local Line (9-11 Baht), the orange Express Line (13 Baht) and the fastest one, the green-yellow Express Line (18 Baht). For students travelling from downtown (Pathumwan, Ratchathewi, Bang Rak or Sathorn), it is best to take the BTS (skytrain) to "Saphan Taksin" station and from there take either boat line to Thammasat. Since Tha Prachan pier itself is not served by these express lines, travelers conveniently disembark at Wanglang (Siriraj) Pier and cross the river to Tha Prachan by the local ferryboat. Students travelling from Nonthaburi or other locations in upriver, take either express line to Phra Pinklao Bridge or to Wanglang (Siriraj) and cross from there to Tha Prachan by ferry boat.

The other option of public transport is taking the bus. There is a multitude of bus services, connecting Tha Prachan campus to different parts of the city, and anybody new to Bangkok might be a bit confused by the many different colors and prices of busses. Prices range from 7 Baht to 22 Baht, depending on where on the starting point and type of bus used. The following busses service Sanam Luang and the Tha Prachan Campus, but students should refer to www.bmta.co.th to find out about their specific route.

Busses to Sanam Luang: 1, 2, 3, 9, 15, 19, 25, 30, 32, 33, 39, 42, 43, 44, 47, 53, 59, 60, 64, 68, 70, 79, 80, 82, 91, 123, 124, 201, 203, 503, 508, 512

If commuting from outside of town, it is often best to take the MRT (subway) or BTS (skytrain) into the city to get as close to Thammasat as you can. Many busses connect the Tha Prachan campus with "National

Stadium”, “Victory Monument” BTS stations or the “Hualamphong” MRT station for example.

IX. Visa Extension & Re-Entry Permit

| Thai Education Visa |

The official acceptance letter from your program will enable you to get a visa from the Thai Embassy in your country. The type of visa type you need is a “Non-Immigrant ED” and is typically for a 3-month period.

With this type of visa, the date printed on the visa is the date by which you must use the visa to enter Thailand, not the date by which you are allowed to stay in the country. After your arrival, your period of stay is determined by the immigration stamp that you receive upon arrival, and it is normally 90 days from the day that you arrive.

Carefully note the date on the stamp, as it is the date by which you should get an extension of your period of stay.

Required documents for Extending Visa:

1. Immigration Forms
 - Application for extension of temporary stay in the Kingdom (TM. 7)
 - Acknowledgement of the Conditions for Permitted Continuation of Stay in the Kingdom of Thailand (TM.2)
 - Acknowledgment of Penalties for a Visa Overstay
2. Student Verification Letter from Program
3. Copy of passport (Pages relevant to Kingdom of Thailand)
4. A 4 cm. X 6 cm. size photo
5. A 1,900 baht Fee
6. Transcript or Course Registration or Course Receipt

Required documents for Applying Re-entry Permit.

1. Completed Application Form (Tor Mor 8)
2. A 4x6 cm Photo
3. A 1,000 Baht Fee for single re-entry permit
4. A 3,800 Baht Fee for multiple re-entry permit
5. A copy of passport

| Leaving and Re-Entering the Country |

If you are planning to take several trips outside Thailand, it is advisable to apply for a re-entry permit, especially for those who hold a single-entry visa.

There are also two types of re-entry permit:

Single Re-Entry Permit

- Good for one return only
- Does not extend your period of stay but maintains the original date on the immigration stamp that you receive upon the first arrival
- You must apply for a new re-entry permit at the Immigration Bureau before every trip. (If not, you will lose your non-immigrant visa and need to apply for a new one.)
- 1,900 baht fee

Multiple Re-Entry Permit

- Suitable for those who will be travelling in and out of the country often
- Does not extend your period of stay but maintains the original date on the immigration stamp that you receive upon the first arrival
- Allows multiple re-entries (When you get back to Thailand, you will get 90 more days automatically.)
- Has an expiry date which is usually not more than one year after your first arrival in Thailand
- 3,800 baht fee

Please Note:

The best option for frequent travelers is to apply for a multiple re-entry permit after you have arrived in Thailand, so that you won't have to worry about getting a re-entry permit every time you take a trip. With a single-entry visa, however, the only way to extend your period of stay is to apply for an extension, not by leaving and returning to the country.

Before taking any trip abroad, it is advisable to inform the coordinator of BMIR program about your trip.

Immigration Bureau

Available Services for extension of temporary stay in Thailand, Notification of address every 90 days, Permanent Resident Permit , Visa Issuing and Changing type of Visa, Re-entry Permit , Alien Registration, Endorsement and Re-entry Visa for Resident Certificate holders.

Tel: 0-2141-9889, 0 2141 7879-80, Fax: 0-2143-8228 /

Call Center: 1111

Office hour: Mon-Fri 8:30 - 12.00 and 13.00 - 16:30

Closed on OFFICIAL HOLIDAYS

Website: www.immigration.go.th

Location: The Government Complex Chaengwattana, B Building , Floor 2 (South Zone) Chaengwattana Road (Soi 7) , Laksi , Bangkok 10210



X. Tips: Dos & Don'ts

Thai culture

Thai culture is incredibly warm and welcoming; Thai people are both open to other people's religious and political beliefs and very proud of their own culture. However, while sensitive to the behavior of others, Thai people follow some cultural practices that can be awkward for some visitors. Typically, Thais will not show overt displeasure at someone violating these Thailand cultural norms. Such behavior is actually an important aspect of Thai culture: Thais do not get visibly upset at others! That said, it's better to be aware of these aspects of Thai culture and behave accordingly.

The Monarchy

In Thai culture, people have a deep, traditional reverence for the royal family, and visitors should be careful to show respect for the King, the Queen and the royal family, as well as any image of royal family members. It is unacceptable to speak ill of the royal family and it is required by both the standards of Thai culture as well as Thai law to stand in honor of the King prior to movie screenings and other public events.

Religion

Visitors should dress neatly in all religious shrines. They should never enter a temple topless, or in shorts, sleeveless shirts, or other unsuitable attire. It is acceptable to wear shoes when walking around the compound of a Buddhist temple, but not inside the chapel where the principal Buddha image is kept.

Each Buddha image, large or small, ruined or not, is regarded as a sacred object. Never climb onto one to take a photograph nor do anything which might indicate a lack of respect. Buddhist monks are forbidden to touch or be touched by a woman, or to accept anything from the hand of one. If a woman has to give anything to a monk, she should first hand it to a man, who can then present it to the monk or she should place it on the ground or table within reach of a monk. Monks are similarly not allowed to sit next to women on public transportation, so women should be courteous and not occupy an empty seat next to a monk and cause him to stand.

Social Norms of Thailand Culture

Thais don't normally shake hands when they greet one another, but instead press their palms together in a prayer-like gesture called a wai. Generally, a younger person or person of lesser social status was an elder or more senior person, who then returns the gesture.

Thais regard the head as the highest part of the body and the feet as the lowest, both literally and figuratively. Therefore, avoid touching people on the head and try not to point your feet at people or an object. It is

XI. Contact Information and Websites



BMIR Program:

The BMIR Program is located on the 2nd Floor of the Faculty of Political Science Building at Thammasat University.

Office hours:

Monday - Friday, 9.00-12.00 a.m. / 1.00- 4.00 p.m.

Mailing Address:

BMIR Program, Faculty of Political Science
Thammasat University (Tha Phrachan Campus)
2 Prachan Rd. Bangkok 10200 THAILAND
Phone: (66) 02-613-2304
Fax: (66) 02-226-5651

Contact Information:

Email: exchange.bmir@gmail.com

Websites:

- | | |
|---|---|
| - BMIR Program | www.polsci.tu.ac.th/bmir/ |
| - BMIR Facebook | www.facebook.com/pages/BMIR-Program/267492002965 |
| - Faculty of Political Science | www.polsci.tu.ac.th/ |
| - Thammasat University | www.tu.ac.th/eng/ |
| - Thammasat Library Search | https://koha.library.tu.ac.th/ |
| - Thammasat International Office | http://inter.tu.ac.th/ |
| - Visa Regulations
(Ministry of Foreign Affairs) | www.mfa.go.th |
| - Immigration Bureau | www.immigration.go.th |
| - Bangkok Mass Transport Authority | www.bmta.co.th |
| - International Studies Association | www.isanet.org/ |
| - Siriraj Piyamaharajkarun Hospital | http://www.siphhospital.com/en/index.html |
| - Chaophya Hospital | http://www.chaophya.com/web_eng1/ |
| - Thonburi Hospital | http://www.thonburihospital.com/2013/Default_en.aspx |

XII. Map of Tha Prachan Campus

Thammasat University - Tha Prachan Campus



Pra Arthit Road
Entrance / Exit



MAP THAMMASAT UNIVERSITY

1. Faculty of Law
2. Faculty of Commerce and Accountancy
3. Faculty of Political Science
4. Faculty of Economics
5. Faculty of Social Administration and Faculty of Sociology
6. Faculty of Liberal Arts
7. Faculty of Journalism and Mass Communication
8. Dome Building
9. Dome Plaza
10. Anekprasong 1 Building
 - The Information Processing Institute for Education and Development (F.I. 2, 4)
 - Institute for Continuing Education and Social Services (F.I. 5)
 - College of Interdisciplinary Studies (F.I. 5)
 - Human Resources Institute (F.I. 6)
 - Graduate Volunteer Centre (F.I. 6)
 - Research and Consultancy Institute (F.I. 7)
 - Sanyas Dhammasaki Institute for Democracy (F.I. 7)
 - Thai Khadi Research Institute (F.I. 9)
11. Thammasat University Bookstore
12. Bhoohi Court
13. Language Institute
14. Student Activities Center
15. Gymnasium
16. O.C. Library Building
17. Pridi Banomyong Library
18. 60th Anniversary Thammasat Building (Anekprasong 2)
19. Viceroy's Palace Wall
20. Pridi Banomyong Plaza
21. Buddha Image House
22. Historic Sculpture Garden
23. Faculty of Social Administration Cafeteria
24. Main Auditorium
25. Siburapha Auditorium
26. 60th Anniversary Thammasat Plaza



Created by Public Relations Office, Thammasat University

