

# 2021 DUO-Thailand Fellowship Programme

## Application Form

*Note: The application form should be completed in English, and incomplete applications will not be considered.*

### Part A: Applicant's Information

#### Thai Student going to Europe

##### 1. General Information

- Given name.....Family name.....
- Date of birth (D/M/Y) ...../...../..... Age.....
- Gender    ☐ Male                      ☐ Female
- Nationality.....
- Status    ☐ Bachelor's student                      ☐ Master's student                      ☐ Doctoral student
- Department/School/Faculty .....
- Institution .....
- Country .....
- Mobile.....E-mail. ....
- Field of study .....
- Major ..... Minor .....
- Thesis title .....
- GPA ..... Out of .....
- Language proficiency
  - ☐ English                      TOEFL Score ..... IELTS Score.....
  - ☐ Other.....
- (Please attach a copy of the language proficiency test result)
- Has the applicant currently applied for or been awarded other scholarships?
  - ☐ No                      ☐ Yes, please specify .....

## 2. Description of Exchange

### ● Purpose of exchange

☐ Study (Please attach a copy of the Record of Duo-Thailand Study Programme)

Number of credits registered at European institution.....credits

Number of credits transferred to Thai institution.....credits

| Course title | Number of credits |
|--------------|-------------------|
| 1.           |                   |
| 2.           |                   |
| 3.           |                   |
| 4.           |                   |
| 5.           |                   |
| 6.           |                   |
| 7.           |                   |

☐ Research

Topic .....

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Please indicate scope of research, research methodology, expected results, and how the research would contribute to your study.

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### ● Proposed duration of exchange

From (D/M/Y) .....To (D/M/Y) .....

### ● Expected benefits gained from the exchange

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## European Student coming to Thailand

### 1. General Information

- Given name.....Family name.....
- Date of birth (D/M/Y) ...../...../..... Age.....
- Gender    ☐    Male                      ☐    Female
- Nationality.....
- Status    ☐ Bachelor's student                      ☐ Master's student    ☐ Doctoral student
- Department/School/Faculty .....
- Institution .....
- Country .....
- Mobile.....E-mail. ....
- Field of study .....
- Major ..... Minor .....
- Thesis title .....
- GPA ..... Out of .....
- Has the applicant currently applied for or been awarded other scholarships?  
☐ No    ☐ Yes, please specify .....

### 2. Description of Exchange

#### • Purpose of exchange

- ☐ Study (Please attach a copy of the Record of Duo-Thailand Study Programme)

Number of credits registered at Thai institution.....credits

Number of credits transferred to European institution.....credits

| Course title | Number of credits |
|--------------|-------------------|
| 1.           |                   |
| 2.           |                   |
| 3.           |                   |
| 4.           |                   |
| 5.           |                   |
| 6.           |                   |
| 7.           |                   |

☐ Research

Topic .....

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Please indicate scope of research, research methodology, expected results, and how the research would contribute to your study

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● **Proposed duration of exchange**

From (D/M/Y) ..... To (D/M/Y) .....

● **Expected benefits gained from the exchange**

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## Part B: Contact Person

### Contact Person at the Thai Institution

☐ Prof.      ☐ Assoc.Prof.      ☐ Asst.Prof.      ☐ Dr.

☐ Ms.      ☐ Mrs.      ☐ Mr.

● Given name ..... Family name .....

● Status      ☐ Lecturer      ☐ Administrator: Position.....

● **Contact Information**

Address .....

Phone ..... Fax.....

Mobile ..... E-mail address.....

### Contact Person at the European Institution

- ☐ Prof.      ☐ Assoc.Prof.      ☐ Asst.Prof.      ☐ Dr.  
☐ Ms.      ☐ Mrs.      ☐ Mr.

- Given name ..... Family name .....
- Status     ☐ Lecturer        ☐ Administrator: Position.....
- Contact Information  
    Address .....
- Phone .....Fax.....
- Mobile ..... E-mail address.....

## Part C: Cooperation Background between the Two Institutions

**Have the two institutions had an academic agreement/MOU?**

- ☐
- Yes
- ☐
- No

Please specify the scope of collaboration .....

For how long?      Approx. ....year(s)

What kind of activities?    ☐ Teaching                      ☐ Student Exchange

☐ Research                      ☐ Staff Exchange

☐ Other, please specify.....

**Have there been active activities under the agreement/MOU?**

- ☐
- Yes
- ☐
- No

### What activities have been undertaken in the last three years?

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**Please state your future plan of cooperation with your partner institution.**

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**Have the two institutions had an agreement/MOU whereby credits for study undertaken while on exchange are to be accepted by the home institution?**

- ☐
- Yes
- ☐
- No

**Have the two institutions agreed to receive DUO-Thailand exchange students from their partner institution and waive tuition fees for the exchange students?**

☐ Yes

☐ No

**Is your institution able to provide accommodation for DUO-Thailand Fellowship Programme incoming students?**

☐ Yes

☐ No

**Does the home or host institution have other sources of fund to partially support this exchange programme?**

☐ Yes, please specify detailed information of other sources of fund.

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☐ No

#### **Part D: Certification**

I hereby certify that the information provided in this application is correct and complete and confirm that the applicants have read the implementation guideline and will abide by the terms and conditions specified in the guideline if they are selected. Any provision of inaccurate or false information or omission of information will render this application invalid and that, if selected on the basis of such information, the applicants can be required to withdraw from the award.

Name .....

Name .....

Signature.....

Signature.....

(Name/Signature of Thai Applicant)

(Name/Signature of European Applicant)

Name .....

Signature .....

(Name/Signature of President or authorized person of the Thai institution)

Date: ...../...../.....

Official stamp of the Thai institution

## **Implementation Guideline of 2021 DUO - Thailand Fellowship Programme**

### **General Information**

DUO-Thailand Fellowship Programme aims to enhance a balanced mobility of students between Thailand and 30 ASEM member states in Europe<sup>1</sup> by supporting paired-based and two-way exchanges. In this respect, the programme requires that a PAIR of students (one from Thai University and another from European University) be exchanged in the framework of cooperative project/cooperation between higher education institutions in Thailand and in 30 ASEM member states in Europe.

| Details            | DUO-Thailand Fellowship Programme   |
|--------------------|---|
| <b>Eligibility</b> | <p>Eligible universities for the DUO-Thailand Fellowship Programme should abide by the following obligations:</p> <ol style="list-style-type: none"><li>1. A Thai university and a European university should have an agreement at the institutional level whereby credits for study undertaken while on exchange are to be accepted by its partner institution.</li><li>2. The Thai and European universities already having an agreement with its partner institution will be given first priority. The institutions utilizing student exchange to pave the way for developing an agreement with its partner institution will be given second priority.</li><li>3. The Thai and European universities must permit their students to participate in an exchange all through the duration of the programme: 1 semester.</li><li>4. The Thai and European universities should be willing to receive DUO-Thailand exchange students from its partner institution and are expected to waive tuition fee for the exchange students.</li><li>5. One end of exchange is anchored to Thai.</li></ol> |

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<sup>1</sup> 30 ASEM member states in Europe: Austria, Belgium, Bulgaria, Croatia, Czech Republic, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, and the U.K.)

| Details                      | DUO-Thailand Fellowship Programme  |
|------------------------------|--|
| Qualifications of applicants | <p><b><u>Thai students</u></b></p> <ol style="list-style-type: none"> <li>Being an undergraduate or graduate student in Thai public or private higher education institutions under the Ministry of Higher Education, Science, Research and Innovation <ul style="list-style-type: none"> <li>- Obtaining at least <u>2.75 GPA for undergraduate students</u></li> <li>- Obtaining at least <u>3.25 GPA for graduate students</u>,</li> </ul> </li> <li>Having Thai nationality,</li> <li>Proficiency in language used as the medium of instruction is required by one of the following tests; <ul style="list-style-type: none"> <li>- TOEFL score at least 213 (computer- based) or 550 ( paper-based) or 79 - 80 (internet-based)</li> <li>- IELTS score at least 6.0</li> <li>- D.E.L.F. or D.A.L.F at least level B2</li> <li>- Goethe-Zertifikat or telc Deutsch at least level B2</li> <li>- CILS at least level B2</li> <li>- DELE or SIELE at least level B2</li> </ul> <p><i>* The language proficiency test must not be taken before 8 October 2018.</i></p> </li> <li>Not having applied for or being the awardee of other scholarships,</li> <li>Being able to join the exchange programme throughout the whole period,</li> <li>Committing to submit a report and a study record showing the learning outcomes gained from the European host university to Office of the Higher Education Commission within 30 days upon completion of the programme.</li> </ol> <p><b><u>European Students</u></b></p> <ol style="list-style-type: none"> <li>Being an undergraduate or graduate student in higher education institutions of ASEM member states in Europe. The institution must be accredited by responsible agencies in their respective countries,</li> <li>Being a citizen of ASEM member states in Europe,</li> <li>Obtaining GPA at satisfactory level in the ECTS system (70% of subjects taken are <u>graded B for graduate students</u>, and 70% of subjects taken are <u>graded C for undergraduate students</u>),</li> <li>Not having applied for or being the awardee of other scholarships,</li> <li>Being able to join the exchange programme throughout the whole period,</li> <li>Committing to submit a report and a study record showing the learning outcomes gained from the Thai home university to Ministry of Higher Education, Science, Research and Innovation within 30 days upon completion of the programme.</li> </ol> |



| Details   | DUO-Thailand Fellowship Programme  |
|---|--|
| <b>Qualifications of applicants (Continued)</b> | <p><b><u>Remarks</u></b></p> <ol style="list-style-type: none"> <li><i>All students applying for the programme must retain “<u>student status</u>” until they complete the exchanges.</i></li> <li><i>The previous awardees of DUO-Thailand Fellowship Programme are not eligible.</i></li> <li><i>The Thai and European students who are already on exchange in the host universities are not eligible to apply.</i></li> </ol>   |
| <b>Type of activities</b>                       | <ol style="list-style-type: none"> <li>Undertake a study for at least 6 credits at the host institution. The subjects of study should correspond to the major or minor subjects of the applicant.</li> <li>Conduct research as a part of the applicant’s study. The research work as the part of applicant’s thesis or dissertation should get approval from his/her university prior to the application.</li> </ol>   |
| <b>Areas of Exchange</b>                        | <p>The areas of exchange may include, <b><u>but not limited</u></b> to the following priority areas:</p> <ol style="list-style-type: none"> <li>Alternative Energy,</li> <li>Biotechnology,</li> <li>Food Science and Technology,</li> <li>Health Sciences,</li> <li>Information and Communication Technology,</li> <li>Logistics and Supply Chain Management,</li> <li>Engineering,</li> <li>Smart Electronics,</li> <li>Robotics,</li> <li>Tourism and Hospitality Management</li> </ol> <p><b><u>Remarks</u></b></p> <p><i>The areas of exchange of a pair of students are not necessarily identical.</i></p> |
| <b>Duration of fellowships</b>                  | <p><b>One semester</b></p> <p><b><u>Remarks</u></b></p> <ol style="list-style-type: none"> <li><i>The exchange periods of a pair of students are not necessarily coincide.</i></li> <li><i>The exchange should be completed within September 2021.</i></li> </ol>  |

| Details                      | DUO-Thailand Fellowship Programme  |
|------------------------------|--|
| <b>Amount of fellowships</b> | <p><b>For Thai students</b>, the amount of fellowship is up to 4,800 euro (1,200 euro per month for 4 months)</p> <p><b>For European students</b>, the amount of fellowship is up to 3,200 euro (800 euro per month for 4 months)</p>  |
| <b>Application Period</b>    | Application <b>period is from 10 July to 8 October 2020.</b>   |
| <b>Application Procedure</b> | <p>Applicants for the DUO-Thailand Fellowship Programme should conform to the following regulations;</p> <ol style="list-style-type: none"> <li>1. Applicants must apply through their respective institutions.</li> <li>2. The application must be submitted through the Thai university to Ministry of Higher Education, Science, Research and Innovation (MHESI)</li> <li>3. Application must be submitted in pair. (A Thai student going to ASEM member state in Europe and a European student coming to Thailand)</li> <li>4. Each Thai university can nominate no more than three pairs of applicants. (<u>One pair of candidate</u> and <u>two pairs of alternates</u> listed in priority order.)</li> <li>5. The Thai universities are required to submit the completed application forms and required documents <b>in hard copy</b> to <p style="text-align: center;"><i>Bureau of International Cooperation Strategy<br/>Ministry of Higher Education, Science, Research and Innovation<br/>328 Si Ayutthaya Road, Ratchathewi, Bangkok<br/>10400, THAILAND</i></p> </li> <li>6. Application submitted via fax. or e-mail will not be considered.</li> <li>7. To be eligible for consideration, the application forms and required documents must be registered by post <b>NO LATER THAN 8 October 2020</b>. The late and incomplete applications will not be considered.</li> </ol> |
| <b>Required documents</b>    | <p>The application form should be completed in English and be submitted together with the following documents:</p> <ol style="list-style-type: none"> <li>1. An official letter nominating pair(s) of exchanges from Thai university (signed by the president or authorized person)</li> <li>2. A copy of cooperation agreement between Thai and European universities</li> <li>3. A completed application form</li> <li>4. A copy of the letter of acceptance from Thai and European universities</li> <li>5. A copy of the Record of DUO-Thailand Study Programme</li> <li>6. A copy of transcript/ study record<br/><u>As for European students, a copy of transcript/study record should be translated into English and GPA has to be converted to ECTS system (A,B,C,D)</u></li> <li>7. A copy of the TOEFL, IELTS test result (for Thai applicants)</li> </ol>   |

| Details                                    | DUO-Thailand Fellowship Programme   |
|--|---|
| <b>Selection procedure</b>                 | Selection of applicants will be made by MHESI.  |
| <b>Announcement of Successful Awardees</b> | The list of successful awardees will be announced by <b>30 November 2020</b> through <a href="http://www.inter.mua.go.th">www.inter.mua.go.th</a> and <a href="http://www.asemduo.org">www.asemduo.org</a>  |
| <b>Payment of scholarships</b>             | <p>Grant will be provided in lump sum in the following manner:</p> <ol style="list-style-type: none"> <li>1. MHESI will grant the scholarships to Thai universities. The awardees from European universities will receive the fund upon their arrival at Thai universities.</li> <li>2. Transfer of the fund will be made upon the receipt of the information on the exact dates of the exchange of the awardees. The Thai universities are requested to keep all the documents related to the awardees' expenses for future inspection.</li> <li>3. There are no restrictions in using the scholarships. They can finance the tuition, living or travel expenses.</li> </ol> |
| <b>Payment of scholarships (Continued)</b> | <ol style="list-style-type: none"> <li>1. <i>In case a semester in Thai and European universities is longer than four months, the scholarship will be provided for four months only. If it is less than four months, the scholarship will be adjusted on a pro-rata basis.</i></li> <li>2. <i>In case that the exchange student fails to take part throughout the whole period of the exchange, the whole amount of the scholarship must be returned to MHESI within 15 days.</i></li> </ol>  |
| <b>Remarks</b>                             | Implementation guideline, application form and record of DUO-Thailand Study Programme for 2021 DUO-Thailand Fellowship Programme can be downloaded from Ministry of Higher Education, Science, Research and Innovation's website: <a href="http://www.inter.mua.go.th">www.inter.mua.go.th</a> and the ASEM-DUO Fellowship Programme's website: <a href="http://www.asemduo.org">www.asemduo.org</a>  |
| <b>Contact details</b>                     | <p>Ms. Jittree Klumpong<br/> Bureau of International Cooperation Strategy, 10<sup>th</sup> floor<br/> Ministry of Higher Education, Science, Research and Innovation<br/> 328 Si Ayutthaya Road, Ratchathewi,<br/> Bangkok 10400, THAILAND<br/> Tel: +66 2 610 5424<br/> Fax: +66 2 354 5570<br/> E-mail: <a href="mailto:jittree_jk@hotmail.com">jittree_jk@hotmail.com</a></p>  |

## 2021 DUO-Thailand Fellowship Programme

### Record of DUO-Thailand Study Programme

#### 1. STUDENT'S PERSONAL DATA

*Note: To be completed by the student. The information provided in this form will be treated in confidence by the home and host institutions. Data from the form may be used for DUO-Thailand statistical purposes, but only in an aggregated and non-identifiable manner.*

Last name: \_\_\_\_\_ First name: \_\_\_\_\_

Department/School/Faculty \_\_\_\_\_

Home institution: \_\_\_\_\_ Country: \_\_\_\_\_

Host institution: \_\_\_\_\_ Country: \_\_\_\_\_

Department/School/Faculty \_\_\_\_\_

#### 2. DETAILS OF THE PROPOSED DUO-Thailand STUDY PROGRAMME

*Note: To be completed and signed by student and counter-signed by the academic staff members of both institutions.*

| Course unit code<br>(if any) |                     | Course unit title |                  | CREDITS             |                     |
|------------------------------|---------------------|-------------------|------------------|---------------------|---------------------|
| Host<br>Institution          | Home<br>Institution | Host Institution  | Home Institution | Host<br>Institution | Home<br>Institution |
|                              |                     |                   |                  |                     |                     |
|                              |                     |                   |                  |                     |                     |
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|                              |                     |                   |                  |                     |                     |

*(If necessary, continue the list on a separate sheet, including any changes to be approved programme, which must be signed and counter-signed.)*

Student's signature: \_\_\_\_\_ Date: \_\_\_\_\_

We confirm that the proposed programme of study is approved.

\_\_\_\_\_

(Home institution staff member)  
INSTITUTION STAMP

Date: \_\_\_\_\_

\_\_\_\_\_

(Host institution staff member)  
INSTITUTION STAMP

Date: \_\_\_\_\_