STEP 1: Online nominations by Exchange Coordinator should be submitted by
   - April 30 for the Fall Semester
   - September 30 for the Spring Semester

Exchange Coordinator will receive an email from Mr. Thirawut for the up-to-date exchange information and will be reminded to do an online nomination in March for the Fall and in August for the Spring semester.

STEP 2: Application by students will be processed via email.
   Students are required to scan and submit the following documents to Thirawut@cbs.chula.ac.th.
   1. Completed application form
   2. Recent academic transcript with English translation if applicable
   3. 2 passport-sized photos:
      (blue background, white shirt and not showing teeth if possible)
   4. ID page of the student's passport

Students should submit the application documents by
   - April 30 for the Fall Semester
   - September 30 for the Spring Semester

---

### Academic Calendar

<table>
<thead>
<tr>
<th></th>
<th>Fall 2014</th>
<th>Spring 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommended Arrival Dates</td>
<td>August 9-10, 2014</td>
<td>January 10-11, 2015</td>
</tr>
<tr>
<td>First Day of Class</td>
<td>August 11, 2014</td>
<td>January 12, 2015</td>
</tr>
<tr>
<td>Midterm Examinations</td>
<td>September 29-October 4, 2014</td>
<td>March 2-6, 2015</td>
</tr>
<tr>
<td>Last Day of Classes</td>
<td>November 29, 2014</td>
<td>May 13, 2015</td>
</tr>
<tr>
<td>Final Examinations</td>
<td>December 1-13, 2014</td>
<td>May 4-16, 2015</td>
</tr>
<tr>
<td>Close of Semester</td>
<td>December 13, 2014</td>
<td>May 17, 2015</td>
</tr>
</tbody>
</table>

### Tentative Course List & Course Syllabus

Please contact Thirawut@cbs.chula.ac.th for the up-to-date information.

### Choosing Courses

Students can take any courses as long as they have enough basic background and no schedule conflict. Just note that 7 courses are the maximum per semester.

Since class schedule is not ready to announce until 1 month prior to the start of the semester, students are suggested to choose more than 7 courses to avoid any conflict in the future.

Students are allowed to take course outside BBA according to the regulations; however, only one course is allowed.
### Registration Process
Students are required to do an online registration within the first two weeks after the start of the semester. Online registration data: login, password and up-to-date class schedule will be provided directly to student’s email.

### Area of Study Not Available to Exchange Students
Foreign language courses.

### Number of Credits Per Course
Most of the BBA courses are typically awarded 3 credits (the US system) and a few courses are 2 credits, such as Law.

### Course Outline and Syllabus
http://bba.acc.chula.ac.th/index.php?option=com_content&task=blogcategory&id=36&Itemid=53&mn=3&sm=3-0
Or contact Mr. Thirawut at Thirawut@cbs.chula.ac.th for the up-to-date information.

### Language of Instruction
English

### TOEFL, IELTS Requirements
Not required for the English native speakers. If not, should provide one of the following tests:
- TOEFL not less than 79 Internet based
- IELTS not less than 6.0
- Or some other forms of language assessment may be acceptable.

### Accommodation
Please contact Mr. Thirawut at Thirawut@cbs.chula.ac.th for the up-to-date information.

### Grading System
<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Meaning</th>
<th>Equivalent Grade Point</th>
<th>Approx. Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4.0</td>
<td>100 - 90%</td>
</tr>
<tr>
<td>B+</td>
<td>Very good</td>
<td>3.5</td>
<td>89 - 86%</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3.0</td>
<td>85 - 80%</td>
</tr>
<tr>
<td>C+</td>
<td>Fairy good</td>
<td>2.5</td>
<td>79 - 76%</td>
</tr>
<tr>
<td>C</td>
<td>Fair</td>
<td>2.0</td>
<td>75 - 70%</td>
</tr>
<tr>
<td>D+</td>
<td>Poor</td>
<td>1.5</td>
<td>69 - 66%</td>
</tr>
<tr>
<td>D</td>
<td>Very poor</td>
<td>1.0</td>
<td>65 - 60%</td>
</tr>
<tr>
<td>F</td>
<td>Fail</td>
<td>0</td>
<td>&lt; 60%</td>
</tr>
</tbody>
</table>

### Health Insurance
Students are suggested to obtain appropriate insurance coverage while living in Thailand.

### Scholarship & Financial Aid
We do not have a scholarship. Students who are interested in participating in the exchange program should comprehensively plan their own financial support before arrival.

### Textbooks
Students can buy textbooks at the BBA Office.

### Buddy Program
Available
### Number of Teaching Hours Per Course

<table>
<thead>
<tr>
<th>Number of credits</th>
<th>Number of lectures (sessions)</th>
<th>Number of exams (sessions)</th>
<th>Total teaching hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 credits: 2 hours per week</td>
<td>14</td>
<td>2</td>
<td>32</td>
</tr>
<tr>
<td>3 credits: 3 hours per week</td>
<td>14</td>
<td>2</td>
<td>48</td>
</tr>
</tbody>
</table>

### Total Number of Credits for the Whole Bachelor BBA Program

137 credits in total to get a Bachelor Degree

See BBA curriculum from the below link:

Here below is more explanation on **Hour Code** for each course which does not show in the above link, for example:

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Hour Code</th>
<th>Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>5506101 Essential English</td>
<td>3(2-2-5)</td>
<td>3 credits (2 lecture hours/week – 2 practice hours/week – 5 self-study hours/week)</td>
</tr>
<tr>
<td>for Business I</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2602344 Production/Operation</td>
<td>3(3-0-6)</td>
<td>3 credits (3 lecture hours/week – 0 practice hours/week – 6 self-study hours/week)</td>
</tr>
<tr>
<td>Management</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If you want to obtain more information about Hour Code for other courses, feel free to contact me at Thirawut@cbs.chula.ac.th.

### Visa Requirements & Letter of Acceptance

Letter of acceptance for visa application will be sent to the Exchange Coordinator:

- by May 31 for the Fall Semester
- by October 31 for the Spring Semester

Students should apply for a non-immigrant “ED” type visa at the Thai Embassy or Consulate. A multiple re-entry visa is recommended to get before arrival for those who plan to leave the country during the exchange semester.

**Note:** All students will be allowed to stay for 90 days for the first entry with student visa. They should get their visa extended before the last day to stay until the end of the semester. Students can request a visa extension letter from the BBA Office.

### Orientation Session & Welcome Party

BBA Office will arrange these two activities for exchange students for free of charge. Orientation session will be normally arranged on the first day of the semester and Welcome Party will be arranged within the first month of the semester.

### Approximate Cost Per Semester

- **Accommodation (+ water & electricity fees)**: USD 450 per month
- **Food**: USD 300 per month
- **Transportation**: USD 100 per month
- **Textbooks**: USD 150 per semester
- **Miscellaneous (Traveling, shopping)**: USD 300 per month

**Total (4.5 months):** USD 5,325 for 4.5 months

**Remark:** Exchange rate USD 1 = THB 34
According to Chulalongkorn’s regulations, you are required to:

- Attend 80% of all classes otherwise you will not be allowed to take exams and will get an “F”.
- Wear a proper Chula uniform when you attend classes, use facilities such as library, computer room or contact the BBA Office.

See more Chulalongkorn regulations and announcements from this link: www.inter.chula.ac.th/inter/download/Download%20Data/R&A.pdf

<table>
<thead>
<tr>
<th>Male Students</th>
<th>Female Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>▪ White shirt: (must be tucked in)</td>
<td>▪ White shirt: (must be tucked in and buttoned up to a respectable height)</td>
</tr>
<tr>
<td>▪ Long black trousers</td>
<td>▪ Black skirt: (its length must be long covering your knees)</td>
</tr>
<tr>
<td>▪ Chula belt</td>
<td>▪ Chula pins, buttons and belt</td>
</tr>
<tr>
<td>▪ Polite shoes</td>
<td>▪ Polite casual shoes</td>
</tr>
<tr>
<td></td>
<td>T-Shirts, shorts, jeans, sandals and slippers are prohibited.</td>
</tr>
</tbody>
</table>

Contact & Mailing Address

BBA International Program
Faculty of Commerce and Accountancy
(Chulalongkorn Business School)
Chulalongkorn University
Phayathai Road, Bangkok 10330
THAILAND

Tel: 662-218-5707, 218-5738, 218-5840 and ext 101-105
Fax: 662-251-3718
Website: www.cbs.chula.ac.th/home-bba
Email: bba@chula.ac.th

- Assistant Professor Chackrit Duangphastra, Ph.D.
  Director, BBA International Program
  Tel: 662-218-5707, 218-5738, 218-5840 and ext 114
  Email: Chackrit@cbs.chula.ac.th

- Dr. Buraj Patrakosol
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  Academic Advisor, Student Exchange Program
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  Email: Buraj@cbs.chula.ac.th

- Ms. Pensri Sangwongwanich
  Manager, BBA Office
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  Email: Pensri@cbs.chula.ac.th

- Mr. Thirawut Sutabut
  Coordinator, Student Exchange and Study Abroad Programs (Inbound)
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  Email: Thirawut@cbs.chula.ac.th

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  Email: Kewalin@cbs.chula.ac.th

Last updated: February 8, 2014