

## Implementation Guideline of 2019 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 (two persons) of students 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>1. Being an undergraduate or graduate student in Thai public or private higher education institutions under the Office of the Higher Education Commission's jurisdiction, <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>2. Having Thai nationality,</li> <li>3. 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> </ul> <p><i>*The language proficiency test result must not be more than two years since the test date until 28 September 2018.</i></p> </li> <li>4. Not having applied for or being the awardee of other scholarships,</li> <li>5. Being able to join the exchange programme throughout the whole period,</li> <li>6. 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>1. 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>2. Being a citizen of ASEM member states in Europe,</li> <li>3. 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>4. Not having applied for or being the awardee of other scholarships,</li> <li>5. Being able to join the exchange programme throughout the whole period,</li> <li>6. Committing to submit a report and a study record showing the learning outcomes gained from the Thai home university to Office of the Higher Education Commission 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>1. All students applying for this programme should retain "<u>student status</u>" until they complete the exchanges.</li> <li>2. The previous awardees of DUO - Thailand Fellowship Programme will not be eligible to apply for the 2019 DUO - Thailand Fellowship Programme.</li> <li>3. The Thai and European students who are already on exchange in the host universities are not eligible to apply for the 2019 DUO - Thailand Fellowship Programme.</li> </ol>
<b>Type of activities</b>	<ol style="list-style-type: none"> <li>1. 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>2. Conduct research as a part of the applicant's study. The research work as the applicant's thesis or dissertation should get approval from his/her university.</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>1. Alternative Energy,</li> <li>2. Biotechnology,</li> <li>3. Food Science and Technology,</li> <li>4. Health Sciences,</li> <li>5. Information and Communication Technology,</li> <li>6. Logistics and Supply Chain Management,</li> <li>7. Engineering,</li> <li>8. Smart Electronics,</li> <li>9. Robotics,</li> <li>10. Tourism and Hospitality Management</li> </ol> <p><b><u>Remarks</u></b></p> <p><i>The areas of exchange of a pair of students shall not necessarily be identical.</i></p>
<b>Duration of fellowships</b>	<p><b>One (1) semester</b></p> <p><b><u>Remarks</u></b></p> <ol style="list-style-type: none"> <li>1. The exchange periods of a pair of students shall not necessarily coincide.</li> <li>2. The exchange should be completed within September 2019.</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 11 June to 28 September 2018.</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 Office of the Higher Education Commission.</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, 10th floor Office of the Higher Education Commission 328 Si Ayutthaya Road, Ratchathewi, Bangkok 10400, THAILAND</i></p> </li> <li>6. To be eligible for consideration, the application forms and required documents must be registered by post <b>NO LATER THAN 28 September 2018</b>. The late and incomplete applications will not be considered</li> </ol> <p><b><u>Remarks</u></b></p> <ol style="list-style-type: none"> <li>1. <i>The Office of the Higher Education Commission reserves the right to refuse documents submitted via fax and e-mail.</i></li> <li>2. <i>Failure to submit completed application forms will make the applicants ineligible.</i></li> </ol>

Details	DUO-Thailand Fellowship Programme
<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 <i><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></i></li> <li>7. A copy of the TOEFL, IELTS test result (for Thai applicants)</li> </ol>
<b>Selection procedure</b>	<p>Selection of applicants will be made by the Executive Committee comprising representatives from higher education bodies.</p>
<b>Announcement of Successful Awardees</b>	<p>The Announcement of Successful Awardees will be announced by <b>30 November 2018</b> through <a href="http://www.inter.mua.go.th">www.inter.mua.go.th</a> or <a href="http://www.aseduo.org">www.aseduo.org</a></p>
<b>Payment of scholarships</b>	<p>Grant will be provided in lump sum as follows:</p> <ol style="list-style-type: none"> <li>1. The Thai Office of the Higher Education Commission will grant the scholarships to Thai universities. The selected students 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>

Details	DUO-Thailand Fellowship Programme
<b>Payment of scholarships</b> <b>(Continued)</b>	<p><b><u>Remarks:</u></b></p> <ol style="list-style-type: none"> <li>1. <i>If a semester in Thai and European universities is longer than 4 months, the scholarship will be given for 4 months only. If it is less than 4 months, the scholarship will be adjusted <u>on a pro-rata basis</u>.</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 Office of the Higher Education Commission within 15 days.</i></li> </ol>
<b>Remarks</b>	<p>A call for applications, application form for 2019 DUO - Thailand Fellowship Programme and Record of DUO - Thailand Study Programme can be downloaded from Office of the Higher Education Commission's website: <a href="http://www.inter.mua.go.th">www.inter.mua.go.th</a> or the ASEM - DUO Fellowship Programme's website: <a href="http://www.asemduo.org">www.asemduo.org</a></p>
<b>Contact details</b>	<p>Ms. Chonticha Prathumtong  Office of the Higher Education Commission  328 Si Ayutthaya Road, Ratchathewi,  Bangkok 10400, THAILAND  Tel: +66 2 610 5406  Fax: +66 2 354 5570  E-mail: <a href="mailto:chonticha.pra@mua.go.th">chonticha.pra@mua.go.th</a>, <a href="mailto:chontichaohec@gmail.com">chontichaohec@gmail.com</a></p>