



Announcement

The Faculty of Graduate Studies, Mahidol University Subject: Graduate Loan for Tuition Fee Payment for Postgraduate Students, Academic Year 2020, Mahidol University

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Faculty of Graduate Studies aims at providing grants, funded by revenues from Faculty of Graduate Studies, for faculty members who are actively involved in postgraduate programs and wish to participate in research/academic presentations abroad, Fiscal Year B.E. 2563. The criteria and procedure for application are as follows:

1. Objectives

Faculty of Graduate Studies, Mahidol University has its aim to provide support towards students who are experiencing financial problem against tuition fee payment to Mahidol University. The Faculty of Graduate Studies then has allocated the sum of money in term of the graduate loan for the tuition fee payment for postgraduate students of Mahidol University of the academic year 2020.

2. Qualifications of Eligible Applicants

2.1 Applicants must be a student of postgraduate program of Mahidol university which the program income is under the administration of the Faculty of Graduate Studies. This graduate loan is available for all regular students who need this graduate loan to subsidize their tuition fee payment to Mahidol University. First-year students (student ID 62xxxx) shall be able to start applying for this graduate loan in their second semester onwards. Importantly, this graduate loan is not valid for probation students.

2.2 Applicants must have no overdue payment with the Faculty of Graduate Studies, Mahidol University.

2.3 Applicants must be officially certified by the program director and the major advisor of the program that the applicant is studying.

3. Amount of Graduate Loan

Faculty of Graduate Studies, Mahidol University allows the applicant to apply for the graduate loan to cover their tuition fee in accordance to their registration record. Nonetheless, the amount of money must not exceed 25,000 THB (Twenty-five thousand Baht).

4. Details of Application

Faculty of Graduate Studies, Mahidol university has set the application schedule for the graduate loan of the academic year 2020 as follows.

Schedule	First Semester	Second Semester
Deadline for submitting documents	July 17, 2020	November 30, 2020
Interview	within August 2020	within December 2020
Announcement of a list of recipient	within August 2020	within December 2020

4.1 Applicants can download the application form for graduate loan (GR.SS.06) at <https://graduate.mahidol.ac.th/thai/?p=scholarship>. The form GR.SS.06 must be completely filled out along with the approval from the major advisor and the program director. A set of completed application form along with required documents can be submitted at Student Affair Section, Faculty of Graduate Studies, Mahidol University (Salaya campus) and/or through all branch offices of Faculty of Graduate Studies within the assigned schedule. **Application submitted beyond the deadline shall not be considered.**

4.2 Required documents:

- an essay describing background of the applicant
- photocopies of course registration evidences and the invoice of its tuition fee

4.3 Faculty of Graduate Studies, Mahidol University will announce a list of eligible applicants and the interview date for the graduate loan via <https://graduate.mahidol.ac.th/thai/?p=scholarship>

4.4 Faculty of Graduate Studies, Mahidol University will consider only the applicants who are fully qualified based on the qualifications in item 4.3. The consideration of the graduate loan committee, Faculty of Graduate Studies, Mahidol University shall be regarded as the final conclusion without any appeal.

4.5 Faculty of Graduate Studies, Mahidol University will announce the list of recipient of the graduate loan via <https://graduate.mahidol.ac.th/thai/?p=scholarship>

5. Graduate Loan Contract

5.1 Recipients of the graduate loan must submit a graduate loan contract along with all required documents to Student Affair Section, Faculty of Graduate Studies, Mahidol University (Salaya campus) within the assigned schedule.

5.2 Those who are unable to submit the graduate loan contract to the Faculty of Graduate Studies, Mahidol University within the assigned schedule, without any prior notifications, shall be terminated from the recipient status.

6. Getting the Graduate Loan, Payment, and Installment Payment

6.1 Faculty of Graduate Studies, Mahidol University will conduct a tuition payment for the recipients in accordance to the approved amount of graduated loan. In case the amount of graduate load does not cover the entire tuition fee, the recipients must responsible to fulfil the rest of the fee by transferring his/her money to the bank account of the university and then submit its payment evidence to the Faculty of Graduate Studies.

6.2 The recipients must pay the money back to Faculty of Graduate Studies, Mahidol University within the assigned period through the instalments of every month (with equal amount of each instalment). The payment must be made within the date 5th of each month.

6.3 In case of late payment later than the 5th of the month, the recipients must be fined a late fee of 200 THB per day (if the date 5th is a public holiday, the payment can be made in the next working day).

6.4 Recipients who are unable to pay back the graduate loan to the Faculty of Graduate Studies, Mahidol University within the assigned due date and prefer the extension of payment must submit a formal request to the Faculty of Graduate Studies, Mahidol University. The request must include reasons of extension and new expected due date. In addition, the request must be submitted via the major advisor and program director prior to submitting to Faculty of Graduate Studies.

7. Terms of Graduate Loan Receival

In case that the recipient must stop or drop out from the study during the semester when he/she is receiving the graduate loan with any reason, the recipient must pay the money back to the Faculty of Graduate Studies, Mahidol University within assigned period by the Faculty of Graduate Studies, Mahidol University.

8. Contact

For further details regarding the graduate loan, contract-making and paying back of the graduate loan, please directly contact: Graduate Student Affair Section, Faculty of Graduate Studies, Mahidol University (Salaya campus), Tel. 0-2441-4125 ext. 600–605, Fax. 0-2441–9511.

In case of any exceptional conditions, the final decision will be made under the Dean of Faculty of Graduate Studies' discretion based on a case-by-case basis.

Announced on **26** June, 2020



(Prof. Dr. Patcharee Lertlit, M.D.)

Dean of Faculty of Graduate Studies