



Mahidol University Announcement

Online International Internship Program Scholarship

B.E. 2564 (A.D. 2021)

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The objectives of this scholarship are to support Mahidol University students to attend online international internship programs at academic partners of Mahidol University to enhance self-preparation before stepping into their future professions; to expand potential collaboration between Mahidol University and academic partners; and to provide opportunities for foreign students to undertake their online international internship programs at Mahidol University.

As empowered under Article 22.7 of the ‘Mahidol University Announcement on Regulations and Methods to Receive, Maintain, Disburse, Pay, and Control Money B.E. 2551’, which is under Section 38 of the ‘Mahidol University Regulations on Budget and Financial Administration B.E. 2551’ and its revision, the following announcement shall be enacted by the President.

**1. Definitions**

1.1 “Scholarship” means Online International Internship Scholarship.

1.2 “Scholarship Recipient” means a successful candidate who undertakes an Online International Internship Program (he/she must be Mahidol University staff).

1.3 “Mahidol University Academic Partners” means the public entities, private entities, and Non-Governmental Organizations as follows:

(1) Public entities include embassies, government sectors, national institutes, public universities, OR universities under the government’s supervision, and so on.

(2) Private entities include Non-Governmental Organizations (NGOs), private institutions, private universities, corporations and multi-national corporations, and so on.

## 2. Scholarship Allocation

Mahidol University shall allocate a partial scholarship to support the recipient's program in a payment as follows:

Participants per program	Partial scholarship per program
5 – 10 persons	Maximum 70,000 Baht
11 – 20 persons	Maximum 120,000 Baht
More than 21 persons	Maximum 150,000 Baht

## 3. Eligible Program

3.1 The scholarship application and program must be submitted for approval prior to the start of the program. Mahidol University shall not consider any programs which started before application submission.

3.2 The program should either seek to organize for foreign students from overseas institutions or cooperate with academic partners to organize online internship activities for Mahidol University students.

3.3 The program must be a minimum of five working days or more.

3.4 The program must be scheduled for completion before 30<sup>th</sup> September 2022.

## 4. Application Process

4.1 The scholarship applicant must submit the required documents as listed below:

(1) Completed application form. The applicant may retrieve the form at his/her affiliate's International Relations unit, or download it from the International Relations Division homepage: <https://op.mahidol.ac.th/ir/>

(2) Cover letter signed by the head of his/her affiliated Faculty/College/Institute.

(3) Program proposal (IR-OI01 Form)

(4) Program itinerary and schedule

(5) Acceptance letter issued by Mahidol University's academic partner, in the case that the program targets Mahidol University students

4.2 The applicant shall submit the documents listed in Clause 4.1 to his/her affiliated Faculty/College/Institute. The affiliated Faculty/College/Institute shall submit the document to the International Relations Division, Office of the President, at least six weeks before the start date of the program.

## 5. Selection Process

5.1 Mahidol University shall consider the eligible program(s) following the criteria listed in Clause 3.

5.2 Mahidol University shall announce the results of the selection process on the International Relations Division website: <https://op.mahidol.ac.th/ir/>

## 6. Terms and Conditions

6.1 Following approval, successful candidates shall sign the scholarship agreement presented by Mahidol University.

6.2 The scholarship recipient shall submit a report describing the results of his/her program to the University, together with the list of participants. The document must be submitted within 30 days after the completion of the program.

6.3 Should the scholarship recipient be unable to organize the program or wish to withdraw from receiving the scholarship through the cancelation of the program, the recipient shall request that his/her affiliate officially notify the University; submit an explanation/report to the President; and return the full amount of the given funding to the University with 30 days.

6.4 After the scholarship recipient completes the preparations for his/her program, if the recipient discovers that the total number of the participants is less than the target approved by the University, the recipient shall submit an explanation/report to the President, and shall return the excess amount of funding received in accordance with the scenarios below.

(1) Should a scholarship recipient obtain approval from the University to support his/her program for 5-10 persons, but the actual number of participants is less than the target headcount, the recipient shall return 35,000 Baht of the allocated funding to the University.

(2) Should a scholarship recipient obtain approval from the University to support his/her program for 11-20 persons, but the actual number of participants is less than the target headcount, the recipient shall return the excess amount of the allocated funding to the University in accordance with the provided rates below.

Participants per program	Amount to be returned per program
5-10 persons	50,000 Baht
1-4 persons	85,000 Baht

(3) Should a scholarship recipient obtain approval from the University to support his/her program for a minimum of 21 participants, but the actual number of participants is less than the target headcount, the recipient shall return the excess amount of the allocated funding to the University in accordance with the provided rates below.

Participants per program	Amount to be returned per program
11-20 persons	30,000 Baht
5-10 persons	80,000 Baht
1-4 persons	115,000 Baht

6.5 Should a scholarship recipient be unable to launch his/her program due to unexpected circumstances such as political turmoil, natural disasters, or outbreaks of infectious disease; the recipient may withdraw from receiving the scholarship by submitting an explanation in written form to International Relations Division for consideration. The University shall bear the preparation costs according to the actual payments; and the recipient shall return the rest of the allocated funding to the University.

#### 7. Disbursement Process

The Head of the recipient's affiliated Faculty/College/Institute must submit a disbursement request letter attached with the announcement of scholarship approval and relevant documents to International Relations Division with at least 4 weeks' notice for the disbursement process.

8. The Scholarship stated in this this announcement shall be taken from the University's income according to the 'Mahidol University Regulation on Budget and Financial Administration B.E.2551' and its revision.

9. The President of Mahidol University is in a position of authority over this Announcement. In case of any dispute, the judgment of the President shall be final.

Announced on 9<sup>th</sup> December 2020

(Professor Banchong Mahaisavariya, MD.)  
President of Mahidol University