

(Translation)

[MAHIDOL UNIVERSITY EMBLEM]

**Mahidol University Notification**

**Re: Rule of student allowance disbursement of Mahidol University  
B.E. 2561 (A.D. 2018)**

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Whereas it is appropriate to prescribe the rule of allowance disbursement for student of Mahidol University who lose ability of any physical fitness caused unable to study continuously, or died while being student of Mahidol University.

Be it, therefore, under the power in accordance with the statement of Section 34 of Mahidol University Act B.E. 2550 (2007 A.D.), and Clause 22.8 and Clause 23 of Mahidol University Notification Re: Rule and procedure of receiving money, retention, withdrawal, disbursement and supervision of disbursement B.E. 2551 (A.D. 2008), and Clause 2(1) and Clause 6(1) of Mahidol University Notification Re: Accounting management of student affair fund B.E. 2553 (A.D. 2010), the president enacted the rule of allowance disbursement for student of Mahidol University as follows:

1. Mahidol University Notification Re: Rule of student allowance disbursement of Mahidol University B.E. 2559 (A.D. 2016) shall be abrogated.

2. In this notification;

“Allowance” means the money which university paid from funds for aid to student who lose ability of any physical fitness caused unable to study continuously, or died;

“Student” means student who completely paid for tuition fees of university according to the notification that university prescribed in each semester;

3. The allowance disbursement according to this notification shall be effective when student completely paid for health care service to the university until the last date that the university prescribed for payment in next academic year, or until the date that the University Council has approved the graduation or dismissal of the student status.

In case that any student is received the tuition fee exemption including the health care service fees pursuant to the Notification of any Department, that student shall not be entitled to receive the allowance according to this Notification.

4. The university shall have disbursed 100,000 Baht for the allowance to the student or person as the following rules:

(1) In case the student who lose ability of any physical fitness caused unable to study continuously, is unable to receive the allowance, his/her father, mother, spouse or child shall be represented to receive the allowance;

(2) In case the student died, the allowance shall be disbursed to the person who is alive respectively with the equal share of allowance as the following classes:

- a. Father
- b. Mother
- c. Spouse
- d. Child

According to the (2) above, if there is only one class of person, that person shall be entitled to receive total allowance.

In case the student does not have the representative or person according to (1) and (2), the allowance shall disbursed to guardian who has evidence for taking care of, nurturing, and/or supporting that student during being as a student of Mahidol University.

5. The person according to Clause 4, as the case may be, shall apply to receive the allowance from the University (through Division of Student Affairs) with the form attached to this Notification within one (1) year from the date which doctor has diagnosed that the student lose ability of any physical fitness caused unable to study continuously, or from the date that student died, as the case may be.

6. If any person who is entitled to receive the allowance pursuant to Clause 4(2) had willfully act caused the death of the student, that person shall not be entitled to receive the allowance.

7. In case the student died, the Division of Student Affairs, on behalf of "Mahidol University", shall provide the wreath by the amount not exceed to 2,000 Baht (Two thousand Baht) for condolence to the family on the death of student.

8. The student allowance disbursement according to this notification shall be disbursed from the student affairs funds in accordance with Mahidol University Notification Re: Accounting management of student affairs funds, whereas the President or the Vice President assigned by the president shall have a power of approval.

9. In case there is a problem to implement this notification or there is necessity to implement other than the provisions as prescribed herein, the President shall have the discretion over this matter and the President's decision shall be conclusive.

This notification shall come into force from the date of announcement onwards.

Announced on      November B.E. 2561 (A.D. 2018)

(Signed) Banchong Mahaisavariya

(Prof. Banchong Mahaisavariya, M.D.)  
Acting President of Mahidol University



Form 1 Kor.

## Application for receiving the student allowance Mahidol University

(In case of loss ability)

Written at : .....

Date: .....

I, (Mr./Mrs./Ms.) ..... Age: ..... years  
holder the identity card No. .... Address : .....  
State/Province : ..... Zip code : .....  
Country : ..... Telephone Number : ..... I have been  
informed and understood Mahidol University Notification Re: Rule of student allowance disbursement  
of Mahidol University B.E. 2561 (A.D. 2018) clearly, hereby I offer the application to president of Mahidol  
University as follows;

As I, (Mr./Mrs./Ms.) ..... Student ID .....  
Student of ..... , Mahidol University, who have lost the ability of  
..... that caused unable to study continuously on  
Date ..... Month ..... Year..... , because of .....  
..... , as it stated in medical opinion attached herewith.

I as ....., submit this application for receiving  
the student allowance from Mahidol University in the total of ..... Baht  
(.....)

I hereby certify that statements in this application are true and complete. If it appears  
that I have no right or no authority to receive the allowance in the amount of ..... Baht  
(.....), whether the whole or any reason, I agree to reimburse the  
receiving allowance, that I have no rights or no authority to receive, to the University with interest of  
15% per year from the date of the receipt of the allowance until the completion date or reimbursement.

Signed ..... Applicant  
(.....)

Signed ..... Witness  
(.....)

Signed ..... Witness  
(.....)

**Required documents for submitting the application for receiving the student allowance  
(In case of loss ability) Form 1 Kor**

The applicant who submit to receive the student allowance shall submit the following original documents with one (1) copy of its document:

1. Medical certificate, that the University relies on, attesting that the loss of ability of any physical fitness is caused the student unable to study continuously;
2. Student identity card of the student who lose ability of any physical fitness caused unable to study continuously;
3. Identity card or official identification card of applicant for receiving the student allowance;
4. Certificate of name or surname change of the concerning person (if any);
5. Letter of power attorney with revenue stamps of thirty (30) baht (in case of assigned authority);
6. The person who is entitled to receive the allowance shall apply by himself/herself directly to the officer of the Department that the student studied in or the Division of Student Affairs at 3<sup>rd</sup> floor Mahidol Learning Center, Mahidol University, Salaya. (Tel 0 2849 4503)

The concerning officer of the Department that the student studied in or the Division of Student Affairs, Mahidol University, who receives the application shall check the validity of the copy of the above documents with the original documents. As the officer deemed it valid, the applicant shall sign to every page of the copy as a true copy of the documents and the officer shall return the original documents to the applicant unless the original of letter of power of attorney shall be kept.

In addition to consideration of the application for receiving the allowance, the concerning officer may request for the additional documents aside from the above documents.

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Form 2 Kor.

## Application for receiving the student allowance Mahidol University

(in case of death )

Written at : .....

Date: .....

I, (Mr./Mrs./Ms.) ..... Age : ..... years  
holder the identity card No. .... Address : .....  
State/Province : .....  
Zip : ..... Country : ..... Telephone Number : .....

I have been informed and understood Mahidol University Notification Re: Rule of student allowance disbursement of Mahidol University B.E. 2561 (A.D. 2018) clearly, hereby I offer the application to president of Mahidol University as follows;

As I am (Mr./Mrs./Ms.).....Student ID.....  
student of ..... , Mahidol University, who died on  
Date ..... Month ..... Year ....., because of .....  
which not intentionally happened by the person who is entitled to receive the allowance according to the notification.

I submit this application for receiving the student allowance as the following list:  
(check box with “/” symbol into )

- 1. Applying for the allowance that I am entitled to receive as follows;
  - 1.1 Father, for ..... Baht (.....)
  - 1.2 Mother, for ..... Baht (.....)
  - 1.3 Spouse, for ..... Baht (.....)
  - 1.4 Child, for ..... Baht (.....)
- 2. Applying the allowance that I am entitled to receive as a Guardian, for ..... Baht (.....), in case there is no person in Clause 1.
- 3. Applying as an attorney from .....  
according to the letter of power of attorney dated ....., attached hereto, for ..... Baht (.....)

The total allowance that I submit is ..... Baht  
(.....)

I hereby certify that the statements in this application are true and complete. If it appears that I have no right or no authority to receive the allowance in the amount of ..... Baht (.....), whether the whole or any part. Whether any reason, I agree to reimburse the receiving allowance, that I have no right or no authority to receive, to the University with interest of 15% per year from the date of the receipt of the allowance until the completion date of reimbursement.

Signed ..... Applicant  
(.....)

Signed ..... Witness  
(.....)

Signed ..... Witness  
(.....)

**Required documents for submitting to receive the student allowance (In case of death) in the Form 2 Kor.**

The applicant who submit to receive the student allowance shall submit the following original documents with one (1) copy of its document:

1. Death Certificate of student who died;
2. Evidence of health care service fee payment of student who died on that academic year;
3. Student identity card / identity card of the student who died;
4. Identity card of applicant;
5. Death Certificate of all of the person/guardian who is entitled to receive the allowance (already died);
6. Copy of household registration of student who died and of all of the person who is entitled to receive the allowance;
7. Evidence of lawful father of student who died (Certificate of Marriage of dead student's parent), or evidence of registration indicated that the dead student is his child, or judgment shown that the dead student is their child;
8. Evidence of lawful husband or wife (Certificate of Marriage), in case the student has spouse.
9. Evidence of legitimate child in case that the dead student is a father, that is Certificate of Marriage according to 8, or evidence of registration of legitimation of child by a father (the decedent) or a judgment shown that is the decedent's child;
10. Certificate of legal guardian, in case the decedent has minor child who has no father and mother and who is unable to receive the allowance by himself/herself;
11. Certificate of name or surname change of the dead student, person who is entitled to receive the allowance or the guardian (if any);
12. Letter of Power of attorney with revenue stamps of thirty (30) baht (in case of assigned authority);
13. The person who is entitled to receive the allowance shall apply by himself/herself directly to the officer of the Department that the student studied in or the Division of Student Affairs at 3<sup>rd</sup> Floor Mahidol Learning Center, Mahidol University, Salaya. (Tel. 0 2849 4503)

The concerning officer of the Department that the student studied in or the Division of Student Affairs, Mahidol University, who receives the application shall check the validity of the copy of the above documents with the original documents. As the officer deemed it valid, the applicant shall sign to every page of the copy as a true copy of the documents and the officer shall return the original documents to the applicant unless the original of letter of power of attorney shall be kept.

In addition to consideration of the application for receiving the allowance, the concerning officer may request for the additional documents aside from the above documents.

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Revenue stamps  
30 Baht

Power of Attorney

Written at : .....

Date : .....

I, (Mr. /Mrs. /Ms.) ..... Age : ..... years,  
holder the identity card No. .... Address : .....

..... State/Province : .....

Zip code : ..... Country : ..... Telephone Number : .....

hereby authorized (Mr. /Mrs. /Ms.) ..... as my  
representative, with full authority to (check box with ✓ symbol into ):

1. Be an applicant to submit for receiving the student allowance in accordance  
with Mahidol University Notification Re: Rule of student allowance disbursement of Mahidol  
University B.E. 2561 (A.D. 2018), including to amend the statements of Application for receiving  
the student allowance of Mahidol University and relating voluntary statement until completion;

2. Be a payee of the allowance in the amount of ..... Baht  
(.....) from Mahidol University.

I hereby ratify and confirm that all acts and things done by (Mr. /Mrs. /Ms.)  
..... shall be regarded as having been done and  
be responsible by me in all respects.

Signed ..... Grantor  
(.....)

Signed ..... Attorney  
(.....)

Signed ..... Witness  
(.....)

Signed ..... Witness  
(.....)