

(Mahidol University Emblem)

Announcement of the Student Health Fund Management Committee, Mahidol University Operational guidelines in the administration of "Mahidol University Student Health Fund"

From the 1st / 2018 meeting of the Student Health Service Committee, Mahidol University, on 5 March 2018, there was a resolution approving the establishment of "Mahidol University Student Health Fund" by the Mahidol University Foundation with the issuance of an order of Mahidol University Foundation under the Royal Patronage of HRH Princess Maha Chakri Sirindhorn Siam Boromrajakumari No. 002/2018 on the Appointment of the Mahidol University Student Health Fund Management Committee on 10 August 2018. The committee has therefore set up operational guidelines for managing the Mahidol University Student Health Fund with details as follows:

1. Objectives

- 1.1 To provide assistance to students who cannot bear the cost of medical treatment to gain access to good healthcare continuously and efficiently.
- 1.2 To support projects / activities / units related to health promotion at the university level or the community around the university and related campuses.
- 1.3 To finance projects / activities in the nature of fundraising to support students.
- 1.4 To support students and families who are affected by natural disasters that occur in various situations.
- 1.5 To support the operations in development, prevention and promotion of student health.
- 1.6 To assist / support activities or other operations as agreed by the Student Health Service Committee, Mahidol University.

2. Mahidol University Student Health Fund Management

In order to efficiently operate the Mahidol University Student Health Fund and accomplish the objectives; therefore, the fund management guidelines are set as follows:

2.1 General management

The Student Health Fund Management Committee, Mahidol University, has the authority and responsibilities to administer the Fund to achieve the objectives effectively with the following guidelines:

2.1.1 Appoint a person and / or working groups in various specific areas, with regular assignments of supervision and evaluation policies to ensure correct, transparent and auditable operations.

2.1.2 Establish guidelines or rules in managing the Fund to achieve mutual understanding and be able to work efficiently.

2.1.3 Take various actions to benefit the fund management especially in accounting for accurate, transparent and auditable operations.

2.1.4 For disbursement signatories, 2 out of 3 positions, the Chairman, Vice Chairman of the Fund Management Committee, and a member of the Fund Management Committee assigned by the Fund Management Committee, have to sign together to approve.

2.1.5 Report fund performance to the President of the Foundation and / or relevant vice presidents along with preparing a report on the results for the Board of Directors of the Foundation and the Fund Management Committee every 6 months or as requested by the Fund Management Committee.

2.2 Public Relations

Conduct public relations to achieve a better understanding of the importance and the operation of the Mahidol University Student Health Fund by various methods continuously to build confidence, trust, and to strengthen support for the operation of the Mahidol University Student Health Fund from the community and society.

3. Fundraising

In order to raise funds efficiently and receive support from the broader society, the guidelines for fundraising of the Mahidol University Student Health Fund have been set as follows:

3.1 Appoint individuals / groups of people to manage fundraising, collection, disbursement of donations according to the assignments of the Student Health Fund Management Committee, Mahidol University. This is in order for the operation to be accurate, transparent and auditable.

3.2 Develop a variety of donation channels that are easy to practice and convenient for donors.

3.3 Conduct public relations to foster a variety of donations such as monetary donation, charitable donation, asset donation, and etc., as appropriate for various activities and contexts.

4. Spending Donations

In order to properly manage the donation considering the best interests of students and in accordance with the fund establishment objectives, therefore, the operational guidelines have been set as follows:

4.1 To establish a registration system for applicants for financial aids to make it easier to operate, easy to follow up and evaluate. This will further benefit the fund management in various fields.

4.2 To consider donations expenditure in order to provide aids to students in accordance with the criteria for granting scholarship, with the Fund Management Committee agreeing where necessary and appropriate on a case-by-case basis.

4.3 Support activities or other operations with the approval of the Fund Management Committee in consistent with the fund establishment objectives.

5. Criteria and procedures for monetary aid consideration

Support monetary aid with the amount not exceeding 20,000 baht (twenty thousand baht only) per person

Qualifications of an applicant for monetary aid

1. Being a student of Mahidol University having financial need, being poor, and unable to bear the expense and the surplus from medical expenses occurred.

or

Being a student who suffers from an illness and whose treatment rights for some sicknesses are not covered, such as liver transplant, kidney and bone marrow transplant or having to use certain medicines or medical devices that are not listed in the national list of major drugs leading to an excess expense from the patient's right to be paid by himself or herself. This also includes the transferring case by an emergency ambulance that exceeds the specified distance or rate frame, a mishandling in steps of procedures, incorrectly exercising medical right, submitting inaccurate and incomplete documents, not being able to bear the excess expenses arising from medical treatment causing the burden of debts, not being able to continue treatment effectively, as well as not being able to help himself or herself, disability but with capability study.

or

Being a student whose family or himself or herself got affected by natural disasters that occurred in various situations.

2. If the student has a proven track record in helping the university or society, he or she will be given special consideration.

Proof of monetary aid application

1. Application form for monetary aid from the Mahidol University Student Health Fund (as attached)

2. A copy of the national ID card.

3. A copy of student ID card

4. Documents for consideration stating the qualifications to receive a monetary aid such as

4.1 Evidence indicating that the right of treatment is not covered for liver transplant, kidney and bone marrow transplant, and etc.

4.2 Evidence indicating that some medicines or medical devices that are not on the national list of major drugs have been used.

4.3 Evidence indicating that the student has been transferred by an emergency ambulance which exceeds the specified distance or rate frame.

4.4 Evidence indicating that there was a mishandling in steps of procedures, incorrectly exercising medical right, or submitting inaccurate and incomplete documents.

4.5 Evidence indicating that the student is unable to bear the excess expenses incurred from medical treatment causing the burden of debts, or unable to continue the treatment effectively, and etc.

4.6 Evidence indicating that the student is unable to help himself or herself, disability but with capability study

4.7 A written report explaining the necessity and reasons for applying for the monetary aid, not more than 1 A4 page, with the confirmation from the advisor.

Submitting the application form and evidence for monetary aids request

Students or parents or related persons responsible for student care (in the event that students are unable to help themselves) have to submit an application for monetary aids from the Mahidol University Student Health Fund addressed to the Chairman of the Student Health Fund Management Committee, Mahidol University, together with supporting documents for consideration at Student Affairs Division, Mahidol University, 3rd floor, Mahidol Learning Center or at Mahidol University Foundation, 2nd floor, Office of the President, Mahidol University.

The procedure for considering granting aid

1. The Secretary of the Fund Management Committee considers the initial request and finds more facts to propose to the Fund Management Committee meeting for consideration
2. The Fund Management Committee holds a meeting to consider providing aids as appropriate which is to be regarded as the final resolution.
3. In case of urgent need to consider providing aids, the chairman has to call for a special meeting of the Fund Management Committee as an urgent case to consider and the resolution of that meeting is considered as final.

This Announcement shall come into effect from now onwards.

Announced on 16th June 2020

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Chairman of the Student Health Fund Management Committee, Mahidol University

Request form for monetary aid

From "Mahidol University Student Health Fund"

Date Month Year.

Part 1: Student profile

I Student ID number

Field of study Faculty Year

Permanent address number..... Moo Road Sub-district

District Province Tel.

Present address (contactable while studying)

Student dormitory Building Room No. Tel.

House / apartment / rental / private dorm / temple Room number

Residing at No. Road Sub-district

District Province

Tel. E-mail

Father's name - surnameage alive deceased

Current address, No. Moo..... Road Sub-district

District Province Tel.

Occupation Father's work nature

Position / Rank Monthly income baht

Place of work

Province Phone

Mother's name - surnameage alive deceased

Current address, No. Moo..... Road Sub-district

District Province Tel.

Occupation Father's work nature

Position / Rank Monthly income baht

Place of work

Province Phone

Education and career of brothers and sisters: There are persons (including students). The person seeking aids is the (number) son/ daughter of the family.

No.	Name/ Surname	Age	Studying		Career	Monthly Income	Marriage Status	No. of Children
			Academy	Level				

The current state of the family

Parents living together Parents in different locations due to separate works Divorced

Current patron (**Father/Mother/Guardian**) Name-Surname

Address: No. Moo Road Sub-district

District Province Tel.

Occupation I have received a monthly allowance ofBaht.

Part 2: Records of university or social assistance (if applicable)

No.	Activities	Responsible Units

Part 4: For Certifying Advisor

I Position

Hereby certify that Student ID number

Faculty / College National Identification Number

Address No. Moo..... Sub-district District

Province

Has truly gotten the impacts as described.

Signed (advisor) phone number

Email

(Signature) Applicant / representative
(.....)

Attachment with an application form for monetary aids from the Student Health Fund, Mahidol University

1. A copy of National ID card
2. Evidences proving that the student is qualified for monetary aids or has received impacts from receiving medical treatments / natural disasters, such as medical invoices, medical receipts, a certified letter for being in the natural disaster area, and etc.

Remark:

In the event that the student is unable to file the matter in person, the parents can submit the case on behalf of the student.