



University Stipulation B.E.2560 (A.D.2017)

By virtue of the powers vested in Articles 11 of the Administrative Regulations of the Ministry of Education Act of B.E.2546 (A.D.2003),
Second Issue B.E.2550 (A.D.2007)

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University Stipulation B.E.2560 (A.D.2017)

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By virtue of the powers vested in Articles 11 of the Administrative Regulations of the Ministry of Education Act of B.E.2546 (A.D.2003), Second Issue B.E.2550 (A.D.2007), Stamford International University has issued the University Stipulation B.E.2560 (A.D.2017) to comply with the regulations. The University Council has approved Stamford International University Stipulation B.E.2560 (A.D.2017) in their meeting no.4/2560 on November 7th, 2017 as follows.

No.1 This stipulation shall be called “Stamford International University Stipulation B.E.2560 (A.D.2017)” according to Article 11 of the Administrative Regulations of the Ministry of Education Act of B.E.2546 (A.D.2003), Second Issue B.E.2550 (A.D.2007).

No.2 This stipulation shall come into force from the date of announcement.

No.3 The Stamford International University Stipulation B.E.2554 along with all amendments shall be repealed and replaced by this stipulation.

No.4 The President of the University shall be in charge of this stipulation.

Section 1

Name and Type of Institution

1.1 Name of the institution

Full name in Thai	:	มหาวิทยาลัยนานาชาติแสตมฟอร์ด ¹
Abbreviation	:	ม.น.ช.ส.
Full name in English	:	Stamford International University
Abbreviation	:	S.T.I.U.
Type of the institution	:	Private Higher Education Institution “University” ²

1 The university received a permission to change its name from Schiller-Stamford International University to Stamford International University on 26th May B.E.2547 (A.D.2004), details are in appendix 1.

2 The university received a permission to change its status from a college to a university on 14 February B.E.2546 (A.D.2004), details are in appendix 2.

Section 2

Philosophy and Objectives

2.1 Philosophy

Provide accessible ‘real world’ education to empower students to drive changes in the communities in which they live and work.

2.2 Objectives

1. Teaching and learning: provide a student-centered academic 4’I model (integrity, internationality, innovation, and industry linkage) and deliver international curriculum which aims for superior graduate outcomes.
2. Research: to produce and disseminate applied research which contributes to the advancement of society, and improvement of the professions.
3. Academic services: outreach to the local and wider community through providing access to English Language education (LEP) and wider academic topics through the provision of seminars/conferences opened to the wider community.
4. Arts and culture: to support Thai heritage, art, and culture and to encourage multi-cultural environment and understanding base that recognizes and promotes Thai values.
5. Management and governance: to support continuous process improvement through sound governance and management practices.

2.3 Vision

Trusted as a leader in international higher education with relevant, industry connected, innovative and student centered education.

2.4 Mission

Provide an International, Innovative, Industry connected and Integrity 4’I model educational service and environment to our students. We embed the 4’I model in all we do and aim to achieve superior graduate outcomes to enable our graduates to be work-ready, to excel in their career and life, and to demonstrate deep commitments to local and global citizenship.

Section 3

Location, Area Plan, and Buildings

3.1 Locations and Offices of Stamford International University

3.1.1 Stamford International University Cha-am – Petchaburi Campus

Located at 1458 Petchakasame Rd., Tambon Cha-am, Ampur Cha-am, Petchaburi Province 76120 on the area of 110 rai and 43.8 Square Wa.

The university is situated on a boundary of Ampur Cha-am, Petchaburi and Ampur Huahin, Prachuabkirikhan which is a famous tourism destination. The surrounding community can be a place where students practice their skills in many fields of study. It can be accessed from Petchakasame Road, and is 168 km. from Rama IX Bridge, Bangkok. Also the university can be reached by train, Huahin Train Station is about 8 km. from the campus.



3.1.2 Stamford International University Rama IX – Bangkok Campus

Located at 16 Motorway Rd. KM2, Pravet, Bangkok 10250. Total area of 10 rai 2 ngan 60 squarewa

The university situated on Motorway Road (Bangkok-Chonburi) KM.2. It is easy to access via Pattanakarn 53 and Motorway Road, connected to RAMA IX express way, and near the Huamak and Tabchang Airport Link Station.



3.1.3 Stamford International University Off-Campus Learning Center – Asoke Campus

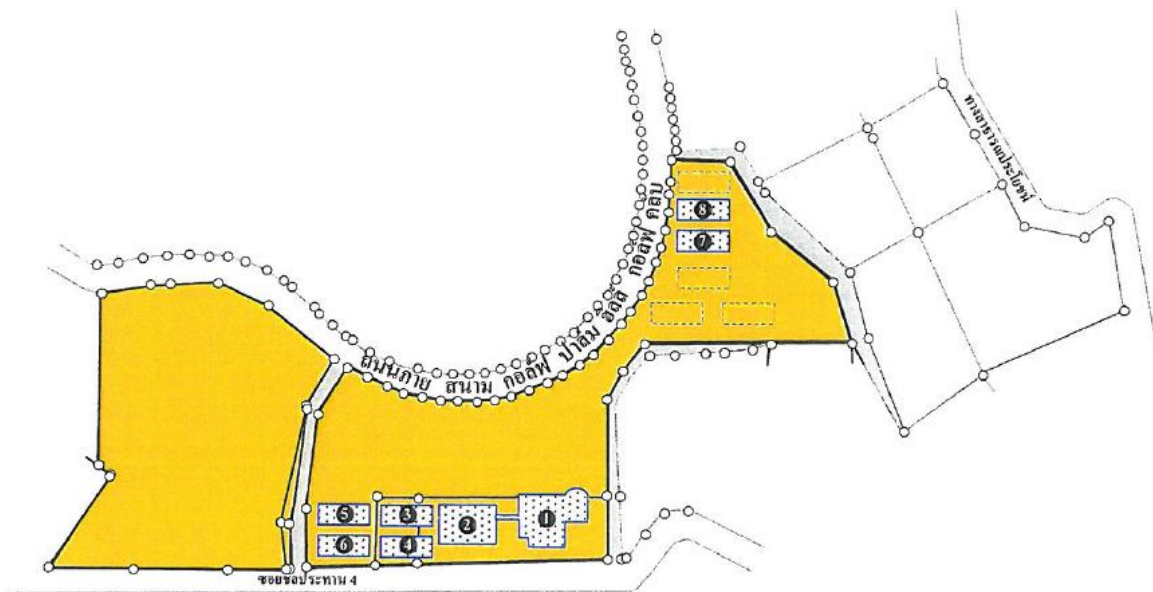
Located at 388 Exchange Tower, G and LG Floor, Sukhumvit Rd., Kongtoei, Bangkok 10110. Total space of 969.50 squaremeter.

Stamford International University, Asoke Campus Learning Center – Bangkok is situated in Exchange Tower, Asoke Intersection. It is easy to access, and can also be accessed by BTS Sky-Train to Asoke Station, and MRT Underground Train to Sukhumvit Station.



3.2 Area and Building Plan

3.2.1 Stamford International University Cha-am – Petchaburi Campus³



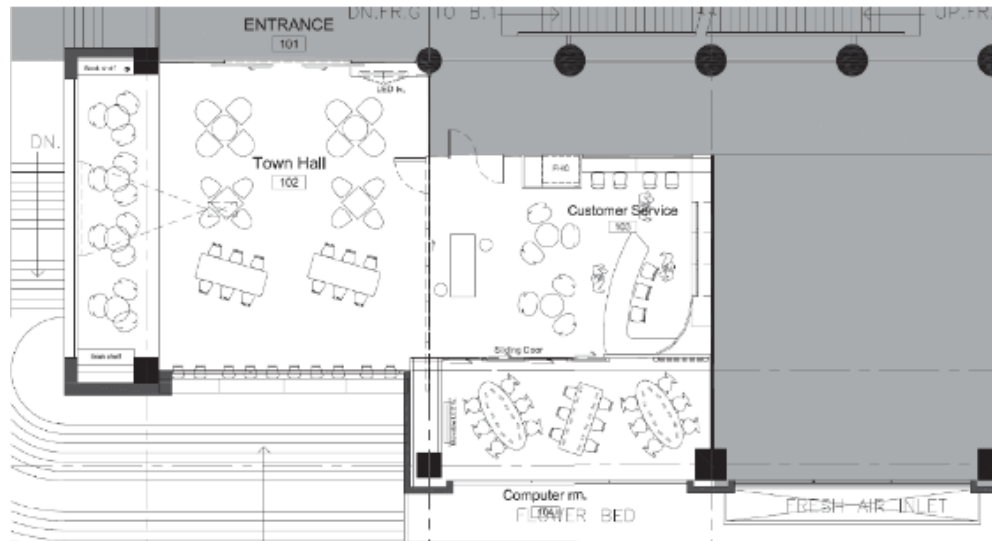
 **Buildings**

Name of the building	Area (Square Meter)
1. Classroom Building 1	6,852.50
2. Classroom Building 2	2,927.50
3. Dormitory 1	2,244.00
4. Dormitory 2	2,244.00
5. Dormitory 3	2,244.00
6. Dormitory 4	2,244.00
7. Dormitory 5 (80% completed)	-
8. Dormitory 6 (80% completed)	-

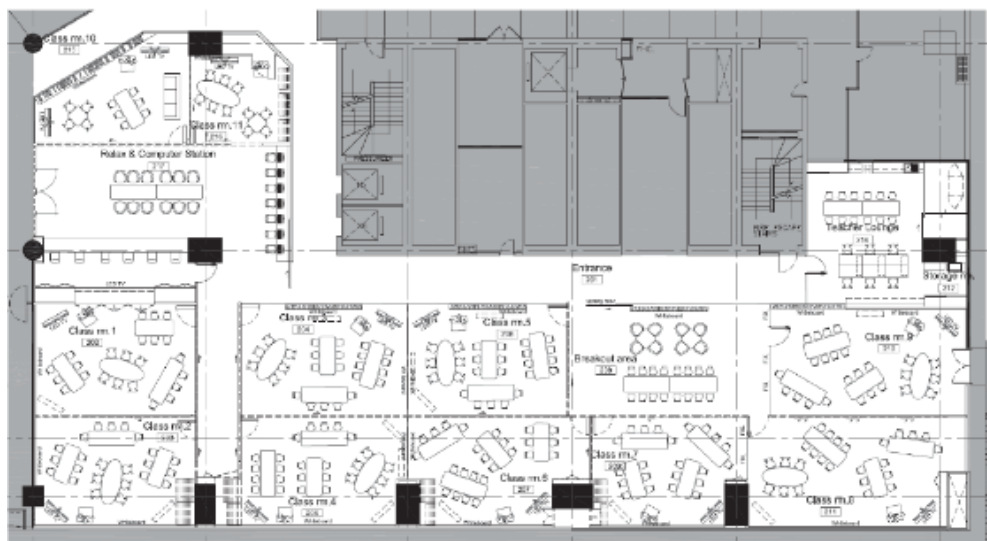
4 Area and Building Plan of Stamford International University Cha-am Campus Petchaburi details in the appendix 3 and 4

4.1.2 Stamford International University, Off-Campus Learning Center – Asoke Campus, Bangkok⁵

G floor layout



LG floor layout



Design presentation 15_September 8th, 2015



⁵ Area and Building Plan of Stamford International University Off-Campus Learning Center, Asoke Campus details in the appendix 3 and 4

4.2 Five Years Building Construction Plan (2017-2021)

3.3.1 Stamford International University Cha-am – Petchaburi Campus

This campus can accommodate 2,500 students at present, the university has a plan to renovate and develop buildings to extend the capacity to better serve the faculties, students, and staff. The plans are as follows:

Set up the Arts and Cultural Center next to the library:	85 SQM.
Cafeteria extension:	150 SQM.
Set up the Research and Training Center:	50 SQM.

3.3.2 Stamford International University, Rama IX- Bangkok Campus

This campus will be able to accommodate upto 7,500 students, the university has a plan to develop Building no.3, a 6 stories building with 3 lower ground parkings, and a total area of 17,967 SQM.

3.3.3 Stamford International University, Off-Campus Learning Center – Asoke Campus, Bangkok

The university has an expansion plan for 1,000 Squaremeter to accommodate the increasing number of students in the future.

Section 4

Title Deeds

4.1 Stamford International University, Cha-am – Petchaburi Campus⁶

Located at 1458 Petchakasame Rd., Tambon Cha-am, Ampur Cha-am, Petchaburi Province 76120 on the area of 110 rai and 43.8 Square Wa.

Number	Title deeds Number	District	Province	Detail of the land		
				Rai	Ngarn	Square Wa
1	35894	Cha-am	Petchaburi	33	1	99
2	41760	Cha-am	Petchaburi	06	2	00
3	43126	Cha-am	Petchaburi	01	2	00
4	52172	Cha-am	Petchaburi	06	2	67
5	57699	Cha-am	Petchaburi	34	0	81.3
6	57700	Cha-am	Petchaburi	00	1	49.1
7	57892	Cha-am	Petchaburi	06	0	27.6
8	62283	Cha-am	Petchaburi	08	1	92.2
9	62289	Cha-am	Petchaburi	12	3	27.6
Total amount of land				110	0	43.8

4.2 Stamford International University, RAMA IX-Bangkok Campus⁷

Located at 16 Motorway Rd. KM2, Pravet, Bangkok 10250. Total area of 10 rai 2 ngan 60 squarewa.

Number	Title deeds Number	District	Province	Detail of the land		
				Rai	Ngarn	Square Wa
1	24493	Pravet	Bangkok	10	2	60

6 Title Deeds of Stamford International University Cha-am Campus – Petchaburi details in appendix 5

7 Title Deeds of Stamford International University Rama IX Campus – Bangkok details in appendix 5

Section 5

Funds from the License Holder and Expense Estimation⁸

5.1 Start up funds listed by category

Stamford International University has categorized the start up fund into different categories according to the Ministry of Education Act of B.E.2546 (A.D.2003), Second Issue B.E.2550 (A.D.2007) as follows:

Start up funds

1. General funds	33,000,000.00 Baht
2. Permanent asset funds	291,335,727.65 Baht
3. Research & Library funds	8,000,000.00 Baht
4. Welfare funds	4,000,000.00 Baht
Total	336,335,727.65 Baht

In the B.E. 2547 (2004) the university has rearranged the funds and divided into 7 categories according to the Ministry of Education Act of B.E.2546 (A.D.2003), Second Issue B.E.2550 (A.D.2007), article 61 as follows:

1. General funds	32,000,000.00 Baht
2. Permanent asset funds	291,335,727.65 Baht
3. Research funds (Transferred from Research & Library funds)	3,000,000.00 Baht
4. Library and IT funds (Transferred from Research & Library funds)	5,000,000.00 Baht
5. Employee Development funds (Transferred from Welfare funds)	3,000,000.00 Baht
6. Welfare funds	1,000,000.00 Baht
7. Students Affairs funds (Transferred from General funds)	1,000,000.00 Baht
Total funds from the license holder	336,335,727.65 Baht

⁸ Details of Expenditure in appendix 6

Section 6

Emblem, Sign or Symbol, University Logo

Emblem of Stamford International University⁹



Colors and

logo of Stamford International University consist of the letter “S” and arrows. The meanings are here below:

The letter



means STAMFORD and SYNERGY which are the creativity, integration of knowledges and work experience

Arrows



means relationship, communication between students and the university

Blue color



means vibrant, modern, energetic, power of the new generation.

The university logo represents professionalism based on SMART which are:

SIMPLIFIED	Reducing the steps to make everything easier
MOTIVATING	Giving power to each other
APPROACHABLE	Easy to access and understanding
RESPONSIVE	Responsive and not ignore
TEAMWORK	Working collaboratively and having a common goal

⁹ The university emblem has been changed with the approval from the University Council in its meeting no.5/2550 on 9th May B.E.2551 (A.D.2008) and acknowledged by the Commission on Higher Education on 20th November B.E.2551 (A.D.2008) (Ref. ศษ0505(6)/16759), the details are in appendix 7.

Section 7

Graduation Gown and Academic Brooch¹⁰

The Stamford International University graduation gown and brooch are designed according to the Ministerial Regulation regarding the design, type, and components of the gown and the brooch, details as follows:

7.1 Graduation Gown for Bachelor's Degree

The gown is a black satin robe with the length of 15 cm. above the ankles. It has open front and pleated chest, back, and shoulders, long sleeves to the wrists. The sleeves have one (1) blue bar representing the color of the university, and loose end. The shoulder strap is made of black rayon with blue velvet band on the outer edge. The golden velvet band is trimmed around the upper edge. The graduation cap is square, made of black satin with black tassel.

7.2 Graduation Gown for Master's Degree

The graduation gown for Master's Degree is the same with Bachelor's Degree. The sleeves have two (2) blue bars representing the color of the university, and loose end. The shoulder strap is made of black rayon with blue velvet band on the outer edge. The golden velvet band is trimmed around the upper edge. The graduation cap is square, made of black satin with black tassel.

7.3 Graduation Gown for Doctoral Degree

The graduation gown for Master's Degree is the same with Bachelor's Degree. The sleeves have three (3) blue bars representing the color of the university, and loose end. The shoulder strap is made of black rayon with blue velvet band on the outer edge. The golden velvet band is trimmed around the upper edge. The graduation cap is square, made of black satin with black tassel.

7.4 Graduation Brooch

The graduation brooch is the university logo made of metal, 4 inches x 4.5 inches.

The brooch is to be attached on the left chest of the graduation gown. The colors of the brooch defy different disciplines of study.

¹⁰ Graduation Gown and Academic Brooch, see appendix 8

7.5 Chain of Office for Graduation Gown of University Council President, and University President

The chain of office is a metallic plate of the university logo, 2.5 x 2.3 cm.

7.6 The meaning of the colors

University Color	Blue and Golden	
Blue	means	Power, strength, stability, success
White	means	Goodness, simplicity, balance, equality
Bachelor's Degree Programs		
Light Blue	means	the color of Bachelor of Business Administration
Light Green	means	the color of Bachelor of Public Administration
Brown	means	the color of Bachelor of Science in Information Technology
White	means	the color of Bachelor of Arts and Bachelor of Communication Arts
Master's Degree Programs		
Blue	means	the color of Master of Business Administration
Dark Green	means	the color of Master of Public Administration

Section 8

Projection and Main Teaching and Learning Equipment

8.1 Program Projection and Main Teaching and Learning Equipment

The University has planned to offer programs at Bachelors' degree and Post Graduate Degree level in the next five years as follows:

Master's Degree Thai Programs

1. Master of Management in Innovation and Change Management
การจัดการมหาบัณฑิต สาขาวิชาการจัดการนวัตกรรมและการเปลี่ยนแปลง
Expected to be offered in B.E. 2563 and admit approximately 50 students
2. Master of Communication Arts in Media Management
นิเทศศาสตรมหาบัณฑิต สาขาวิชาการจัดการสื่อ
Expected to be offered in B.E. 2563 and admit approximately 50 students

Master's Degree International Programs

1. Master of Management in Innovation and Change Management
การจัดการมหาบัณฑิต สาขาวิชาการจัดการนวัตกรรมและการเปลี่ยนแปลง
Expected to be offered in B.E. 2563 and admit approximately 50 students

8.2 Teaching and Learning equipment¹¹

The university has prepared teaching and learning equipment and laboratory of each discipline including the internet service and the use of technology to assist the researcher, instructors, and students.

8.3 Library and Center of Academic Resources development plan¹²

8.3.1 Stamford International University Cha-am – Petchaburi Campus

Cha-am Campus library has been renovated as a new Teaching and Learning Center covering an area of 225 sq.m. STIU - Cha-am Campus Library offers a varied study environment for students, lecturers and university staff with 70 seats. The library collection contains textbooks, academic journals, theses, e-books and an online database. Computers and Internet service are available for researchers to browse the web and search the library database via library web portal.

¹¹ Five years development plan for teaching and learning equipment, see appendix 9

¹² Five years development plan for library, see appendix 10

8.3.2 Stamford International University Rama IX – Bangkok Campus

Rama IX Campus is located on the 1st floor of Building 1, covering an area of 395 sq. m. STIU-Rama IX Library offers a varied creative and study environment and community to exchange knowledge between students, lecturers and staff. The library provides 200 seats. The library collection contains books, academic journals, theses, e-books and an online database. Computers and Internet service are available for researchers to search for information. Also the library database is available via online library portal or mobile application for 24 hours everyday.

8.3.3 Stamford International University Off-Campus Learning Center – Asoke Campus, Bangkok

The library is located on G floor Exchange Tower in an area of 36 sqm. The library provides support for students, faculty and staff. There are 60 seats in reading area. The library collections contain books, academic journals, theses, e-books and an online database. Computers and Internet service are available for researchers to browse the web and search the library database when needed.

Also the library provides inter-library loan for library users to share library collection in between 3 campuses. Library Services provide support for academic, teaching and learning and research for the university. A five-year (2017-2021) development plan is based on a SWOT analysis for the university's strategic plan. Internal and external factors that affect library management and services that need to support library users today and in the future are constantly changing and the library needs to adapt to them. The library strategy plan is as follows:

Strategy 1: Development of library resources in all formats.

Strategy 2: Proactive Management of library service and online library.

Strategy 3: Collaboration with Laureate Library Network

Strategy 4: Collaboration with academic to support information literacy for education and research

Strategy 5: Collaboration & Sharing library collection with Thai Private University Library in Bangkok (ThaiPUL)

Section 9

Recruitment plan for Executives, Instructors, and Staff¹³

9.1 Recruitment plan and development plan of executives and instructors

Stamford International University recruits full-time instructors according to the needs identified by the ratio of instructors to students and the requirements according to the regulations of the Commission on Higher Education.

Stamford International University has the plans to continue develop the competencies and enhance the knowledge of full-time instructors as follows:

- 1) Scholarships for Master's and Doctoral studies in related fields
- 2) Supports for training and seminars
- 3) Supports for research projects
- 4) Supports for writing academic works and textbook.

Development plan for executives are as follows:

- 1) Scholarships for Master's and Doctoral studies
- 2) Supports for training nationally and internationally
- 3) Site visits nationally and internationally

9.2 Staff Recruitment and Development

Stamford International University recruits qualified staff according to the job responsibilities and duties, also has the following supports for the staff:

- 1) Scholarships for Master's and Doctoral studies
- 2) Supports for training and seminars
- 3) Site visits

¹³ Five (5) Year Recruitment and Development plan for Management, Instructors, and Staff, see appendix 11

9.3 Number of fulltime instructors¹⁴

At present, Stamford International University has fulltime instructors listed by educational qualifications as follows:

Doctoral Level	57	people
Master Level	97	people
Bachelor Level	27	people

9.4 Teaching duties of fulltime instructor

Stamford International University has assigned the teaching duties for instructors based on the Ministerial regulations regarding the protection of workers and the benefits of workers in Private Higher Education Institutions. The teaching duties are assigned as follows:

9.4.1 Full-time instructor for a Bachelor's program

A normal teaching load of 16 credits/ term, and a full-time instructor for a Post Graduate program has a normal teaching load of 12 credits/ term.

9.4.2 Full-time instructor with department head title

A teaching duty of no more than 12 credits/ term.

9.4.3 Full-time instructor with Dean or Director title

A teaching duty of no more than 8 credits/ term.

¹⁴ Number of fulltime instructors, see appendix 12

Section 10

Curricula, Teaching Methodologies, and Assessment

10.1 Curricula/ Majors and Educational Assessment¹⁵

Stamford International University offers programs at undergraduate and graduate level as follows:

Bachelor's Degree Programs

Faculty of Business and Technology

Thai Program

1. Bachelor of Business Administration in Business Administration
หลักสูตรบริหารธุรกิจบัณฑิต สาขาวิชาบริหารธุรกิจ
B.B.A. (BA)/ บธ.บ. (บริหารธุรกิจ)
2. Bachelor of Public Administration
หลักสูตรรัฐประศาสนศาสตรบัณฑิต
B.P.A. / รป.ม.
3. Bachelor of Science in Information Technology
หลักสูตรวิทยาศาสตรบัณฑิต สาขาวิชาเทคโนโลยีสารสนเทศ
B.Sc. (IT)/ วท.บ. (เทคโนโลยีสารสนเทศ)

International Program

1. Bachelor of Business Administration in Business Administration
หลักสูตรบริหารธุรกิจบัณฑิต สาขาวิชาบริหารธุรกิจ
B.B.A. (BA)/ บธ.บ. (บริหารธุรกิจ)
2. Bachelor of Business Administration
หลักสูตรบริหารธุรกิจบัณฑิต
 - International Business Management/ สาขาวิชาบริหารธุรกิจนานาชาติ
B.B.A. (IBM)/ บธ.บ. (บริหารธุรกิจนานาชาติ)
 - Marketing (International Program)/ สาขาวิชาการตลาด
B.B.A. (Marketing)/ บธ.บ. (การตลาด)

¹⁵ Certificate of Education Standard, see appendix 13

3. Bachelor of Business Administration in International Hotel Management
หลักสูตรบริหารธุรกิจบัณฑิต สาขาวิชาการจัดการโรงแรมนานาชาติ
B.B.A. (IHM)/ บธ.บ. (การจัดการโรงแรมนานาชาติ)
4. Bachelor of Business Administration in Airline Business Management
หลักสูตรบริหารธุรกิจบัณฑิต สาขาวิชาการจัดการธุรกิจการบิน
B.B.A. (ABM)/ บธ.บ. (การจัดการธุรกิจการบิน)
5. Bachelor of Business Administration in Entrepreneurship
หลักสูตรบริหารธุรกิจบัณฑิต สาขาวิชาการเป็นเจ้าของธุรกิจ
B.B.A. (Entrepreneurship)/ บธ.บ. (การเป็นเจ้าของธุรกิจ)
6. Bachelor of Accountancy
หลักสูตรบัญชีบัณฑิต
B.ACC./ บช.บ.
7. Bachelor of Science in Information Technology
หลักสูตรวิทยาศาสตรบัณฑิต สาขาวิชาเทคโนโลยีสารสนเทศ
B.Sc. (IT)/ วท.บ.(เทคโนโลยีสารสนเทศ)

Faculty of Communication Arts and design

Thai Program

1. Bachelor of Communication Arts
หลักสูตรนิเทศศาสตรบัณฑิต
B.Com.Arts/ นศ.บ.

International Program

1. Bachelor of Arts in Creative Media Design
หลักสูตรศิลปศาสตรบัณฑิต สาขาวิชาออกแบบสื่อสร้างสรรค์
B.A. (CMD)/ ศศ.บ. (ออกแบบสื่อสร้างสรรค์)
2. Bachelor of Arts in English
หลักสูตรศิลปศาสตรบัณฑิต สาขาวิชาภาษาอังกฤษ
B.A. (English)/ ศศ.บ. (ภาษาอังกฤษ)
3. Bachelor of Communication Arts
หลักสูตรนิเทศศาสตรบัณฑิต
- Broadcast and Journalism/ สาขาวิชาวารสารศาสตร์และการกระจายเสียง
B.Comm.Arts (Broadcast and Journalism)/ นศ.บ. (วารสารศาสตร์ และการกระจายเสียง)

- Advertising and Public Relations/ สาขาวิชาโฆษณาและการประชาสัมพันธ์
- B.Comm.Arts (Advertising and Public Relations)/ นศ.บ. (โฆษณาและการประชาสัมพันธ์)

Master's Degree Programs

Thai Programs

1. Master of Public Administration
รัฐประศาสนศาสตรมหาบัณฑิต
M.P.A. / รป.ม.
2. Master of Business Administration
บริหารธุรกิจมหาบัณฑิต
M.B.A. / บธ.ม.
3. Master of Business Administration (Fully Online)
บริหารธุรกิจมหาบัณฑิต ระบบการศึกษาทางไกลทางอินเทอร์เน็ต
M.B.A. / บธ.ม.

International Program

1. Master of Business Administration
บริหารธุรกิจมหาบัณฑิต
M.B.A. / บธ.ม.

10.2 Education System

10.2.1 The education system is as follows:

1. The faculty is to manage and maintain the standard of the curriculum.
2. The faculty is to coordinate and support the operations of the program.

10.2.2 Education System

The University uses trimester system which is explained in each curriculum and aligned with the Ministerial Standard.

10.3 Credit System

The University uses trimester system which has 3 terms of 12 weeks, the final examinations are on week 13. Students shall enroll for at least 12 credits, and not over 28 credit per term according to the University Regulations and curriculum Standard. The equivalency table below show the comparison between the trimester and semester system.

Items	Semester system	Trimester system	Stamford Term (Trimester)
Theory Course	No less than 15 hours of lecturer or discussion in a normal term = 1 credit in a semester system	No less than 12 hours of lecturer or discussion in a normal term = 1 credit in a trimester system	48 hrs = 4 credit hour
Practicum or Laboratory Work	No less than 30 hours of practicum in a normal term = 1 credit in a semester system	No less than 24 hours of practicum in a normal term = 1 credit in a trimester system	24 hrs = 1 credit hour
Internship	No less than 45 hours of work in a normal term= 1 credit in a semester system	No less than 36 hours of work in a normal term= 1 credit in a trimester system	480 hrs = 4 credit hour
Project or other activities	No less than 45 hours work on project or other activities in a normal term = 1 credit hour	No less than 36 hours work on project or other activities in a normal term = 1 credit hour in a trimester system	36 hrs = 1 credit hour
Independent Research Study	No less than 45 hours of independent research in a normal term = 1 credit in a semester system	No less than 36 hours of independent research in a normal term = 1 credit in a trimester system	36 hrs = 1 credit hour
Thesis	No less than 45 hours of research work in a normal term = 1 credit in a semester system	No less than 36 hours of research work in a normal term = 1 credit in a trimester system	36 hrs = 1 credit hour

Remark: 1 Trimester Credit = 0.8 Semester Credit

10.4 Total number of credits and study duration

A Bachelor's Degree program has a total of not less than 160 credits. For a four-year undergraduate programs in trimester system, students shall have at least three years (nine academic terms), but not more than eight academic years to complete their program.

A Master's Degree program has a total of not less than 52 credits, the study time is no less than 12 months or 1 year and no more than 5 years. The study plans are divided into two plans below:

- 1) Plan A (type A.2), total study time is no less than 1 year including the completion of thesis and thesis defence examination.
- 2) Plan B, total study time is no less than 1 year including a completion of a comprehensive examination and Independent Study examination.

10.5 Course enrollment in each term

Stamford International University sets the period of enrollment for each term as follows:

- 10.5.1. Students are to enroll for courses and pay for the fees according to the schedule announced by the university.
- 10.5.2. To enroll for courses, a student must received an approval from the academic advisor.
- 10.5.3. For courses with prerequisite requirement, the students must fulfill the requirements before enrolling for that course.
- 10.5.4. In case of necessary, the university may announce the cancelation or limit the number of students of a specific course. Cancelation of a course which already has students enrolled in it must be done within seven days from the start of the term.
- 10.5.5. Number of credits that students may enroll in a term:

Bachelor's degree program

- 1) In each term, a full-time student should enroll in not less than 12 credits and not over 20 credits in trimester credit system
- 2) Students who are required to take preparatory English courses (non-credit) may enroll in credit bearing courses for 8 credits per term.
- 3) A probation student should not enroll more than 12 credits.

4) A student may enroll in more than the credits specified under no. 1, but he/she shall get approval of the Dean/ Program Director and his/her GPA shall not be lower than 3.00. However, no student shall enroll in more than 24 credits per term (say for students in their final term, see no. 5).

5) In the final term in which the student has a student status, he/she may enroll in more than 24 credits in order to fulfill his/her graduation requirements, but a special approval of the Dean shall be obtained.

Master's degree Program

1) In each term, a part-time student may enroll in not less than 4 credits and not over 12 credits.

2) In each term, a full-time student may enroll in not less than 12 credits and not over 20 credits.

3) To enroll for the Thesis or Independent Study, a student must have studied at the university for at least one trimester and must have earned at least 12 credits and have a cumulative GPA of at least 3.0.

4) To enroll for less than the requirement due to health or unfortunate cases, or being in the last term of study, the approval from the Dean or responsible instructor of the program must be granted.

5) To add or drop enrolled courses, a student must follow the university procedure according to the announced policies and must receive an approval from the academic advisor.

10.5.6 Application for Adding, Dropping and Withdrawing from courses

1) A student can add a course within the time limit set by the university.

2) A student may drop or withdraw from a course according to the following conditions:

2.1. A student may drop a course during the first week of the term from the date of commencement of the term. A dropped class shall not be included in the transcript of records.

2.2. A student can withdraw from a class within the time limit set by the university. A withdrawal will result in a grade of 'W' (withdraw) on the

transcript of records for each class withdrawn and no credit will be assigned to it and no refund will be made.

- 2.3. An application for withdrawal after the designated period shall be approved by the Dean with appropriate reason. If approval is granted, a withdrawal can be made and the grade of 'W' will be given on the transcript of records for each class withdrawn. No credit fee will be returned to student. If no approval is granted, the student will continue to study that course.
- 2.4. An application for adding, dropping and withdrawing a class shall not affect the number of credits to be enrolled per term under Clause 10.5.5
- 2.5. If withdrawal yields the total credit below a minimum, an approval from Assistant President/ Dean must be obtained
- 2.6. Bi-lingual students may only drop or withdraw from an English language course with the approval of the program director.

10.6 Measurement, evaluation, and degree conferral

10.6.1 Bachelor's degree program

Duration of study

- 1) For a four-year undergraduate programs in trimester system, students shall have at least nine academic terms, but not more than eight academic years to complete their program.
- 2) For undergraduate programs, students transferring from other academic institutions shall have at least one academic year, but not more than eight academic years to complete their program.

Measurement and evaluation

- 1) The University carries out the measurement and evaluation of each course enrolled by students in each term. Measurement and evaluation may be made by means of examination or any other methods determined by the University.
- 2) Students shall attend all mid-term and final examinations as well as quizzes. Any students missing the examination/s with bona fide cause may apply for permission to take a deferred (make up) examination by submitting immediately or as soon as possible to the responsible unit within the

university, the reason for missing the exam/s along with evidence to substantiate their case. The students will be allowed to take the deferred exam/s if approval of the Dean or his/her delegate is obtained.

- 3) The University has designated numeric grades, letter grades and symbols without attached points for the purpose of evaluation of each course as follows:

Grades	Attached Points	Definition	Numeric Grade
A	4.00	Excellent	90 – 100
B+	3.50	Very Good	85 - 89
B	3.00	Good	80 - 84
C+	2.50	Very Fair	75 - 79
C	2.00	Fair	70 - 74
D+	1.50	Poor	65 - 69
D	1.00	Very Poor	60 - 64
F	0	Fail	0 - 59

A student receiving a grade of D or above shall be considered to have passed that particular course, except for the courses with other requirements.

- 4) Study results may be shown by other marks and definitions as follows:

Marks	Explanations
S Satisfactory	Student passes the requirements of a non-credit course
U Unsatisfactory	Student does not pass the requirements of a non-credit course
I Incomplete	The measurement is incomplete (given when a student has not completed the requirements without the designated time or misses an exam due to a circumstance beyond the student's control.)

Marks		Explanations
AU	Audit	A student attends academic courses without getting credit.
W	Withdraw with Permission	A student is permitted to withdraw from classes.
CS	Credits from Standardized Test	Credits obtained from Standardized Test.
CE	Credits from Examination	Credits obtained from Examination that is not Standardized test.
CT	Credits from Training	Credits obtained from evaluating the study/training from other institutions.
CP	Credits from Portfolio	Credits obtained from Portfolio.

The grading of all courses shall be recorded in a transcript of the student.

- 5) A grade of 'W' can be given to a course that a student has already enrolled as follows:
 1. The student has withdrawn such course within the time designated by the University;
 2. The student has withdrawn all courses enrolled due to leave of absence as approved by the dean; or
 3. The student is suspended by the President's order.
- 6) A grade of 'I' can be given in one of the following cases:
 1. The instructor deems that it is appropriate to have the student wait for the study result since the student has not completed a task that is a component of a course or the examination of such course. In this regard, the Program Director's approval is required;
 2. The student is sick, admitted to a public or private hospital, and has a medical certificate and/or a certificate of treatment of a medical facility of the government and/or a private hospital; or

3. Other reasons as approved by the responsible lecturer, provided that the student has to complete an exam and/or a task additionally assigned so that the instructor can report the grading within the first two weeks of the next term or no later than four weeks after the approval is granted, or the symbol 'I' will turn into an 'F'.
- 7) Student Status Evaluation Undergraduate Programs
1. Students will first be evaluated at the end of second term and then every term thereafter. There are two statuses, "normal" and "probation"
 - Students with cumulative GPA of more than 1.75 after the first evaluation will be assigned with the status of normal.
 - Students with a cumulative GPA of less than 1.75 will be assigned with the status of probation.
 2. Student who finishes his/her study and is eligible to graduate will be evaluated.
 - Student who finishes his/her study and has cumulative GPA of lower than 2.00 will have the right to enroll for the next term to improve his/her GPA to meet the graduation requirement.
 3. In counting student's accumulated credits for completion of course requirements, only the credits earned shall be counted. - In a case where the student has enrolled in any one course more than once, the credits of that course shall be accumulated only once.
 4. Regarding combination of credits for the purpose of calculation of GPA, only the credits of the courses from which a student receives the grade of A, B+, B, C+, C, D+, D or F shall be counted. Where the student has enrolled in one course for more than once, the number of credits shall be counted only once and the best grade used in the calculation.
 5. There are two types of GPA and they can be calculated as follows:
 - Term GPA is calculated from a student's study result in that term by dividing the sum of product of credits and grade of each course by the sum of credits in that term.

- Accumulative GPA is calculated from the study result of a student from admission to the most recent examination by dividing the sum of product credits and grade of each course by the sum of all credits enrolled.

6. Students who fail a compulsory course shall repeat that course until they meet all the course requirements.
7. Students who fail an elective course may choose to repeat that course or enroll in a new one in the same category instead.
8. Students can repeat only those courses from which they receive no higher than a grade of D+.

Conferral degree and diploma

- 1) To be awarded a degree or diploma, a student shall fulfill all requirements as established by the University and his/her accumulative GPA throughout the curriculum shall not be less than 2.00.
- 2) A student eligible to be awarded a High Distinction Degree shall be one who has fulfilled the requirements for the degree within the designated period and has an accumulative GPA of not less than 3.50 without a grade of 'F' awarded for any subject or having never repeated any courses.
- 3) To be awarded the Distinction Degree, a student shall have fulfilled the degree requirements within the designated period and has accumulative GPA of not less than 3.25. The student, moreover, shall not receive a grade of 'F' on any subject and never have repeated any courses.
- 4) A diploma will be awarded to a student who has fulfilled the requirements and has the accumulative GPA of 1.75 – 1.99.

10.6.2 Master's degree program

Duration of study

Duration of study for a Master's degree program is not less than one academic year and no longer than 5 academic year from the initial enrollment into the program.

Measurement and evaluation

- 1) The University carries out the measurement and evaluation of each course enrolled by students in each term. Measurement and evaluation may be made by means of examination or any other methods determined by the University.
- 2) Students shall attend all mid-term and final examinations as well as quizzes. Any students missing the examination/s with bona fide cause may apply for permission to take a deferred (make up) examination by submitting immediately or as soon as possible to the responsible unit within the university, the reason for missing the exam/s along with evidence to substantiate their case. The students will be allowed to take the deferred exam/s if approval of the Dean or his/her delegate is obtained.
- 3) The University has designated numeric grades, letter grades and symbols without attached points for the purpose of evaluation of each course as follows:

Grades	Attached Points	Definition	Numeric Grade
A	4.00	Excellent	90 – 100
B+	3.50	Very Good	85 - 89
B	3.00	Good	80 - 84
C+	2.50	Very Fair	75 - 79
C	2.00	Fair	70 - 74
D+	1.50	Poor	65 - 69
D	1.00	Very Poor	60 - 64
F	0	Fail	0 – 59

- 4) Study results may be shown by other marks and definitions as follows:

Marks	Explanations
S	Satisfactory
	Student passes the requirements of a non-credit course

Marks		Explanations
U	Unsatisfactory	Student does not pass the requirements of a non-credit course
I	Incomplete	The measurement is incomplete (given when a student has not completed the requirements without the designated time or misses an exam due to a circumstance beyond the student's control.)
AU	Audit	A student attends academic courses without getting credit.
W	Withdraw with Permission	A student is permitted to withdraw from classes.
CS	Credits from Standardized Test	Credits obtained from Standardized Test.
CE	Credits from Examination	Credits obtained from Examination that is not Standardized test.
CT	Credits from Training	Credits obtained from evaluating the study/training from other institutions.
CP	Credits from Portfolio	Credits obtained from Portfolio.

5) A grade of 'W' can be given to a course that a student has already enrolled as follows:

1. The student has withdrawn such course within the time designated by the University;
2. The student has withdrawn all courses enrolled due to leave of absence as approved by the dean; or
3. The student is suspended by the Disciplinary Committee's order.

6) A grade of 'I' can be given in one of the following cases:

1. The instructor deems that it is appropriate to have the student wait for the study result since the student has not completed a task that is a component of a course or the examination of such course. In this regard, the Program Director's approval is required;

2. The student is sick, admitted to a public or private hospital, and has a medical certificate and/or a certificate of treatment of a medical facility of the government and/or a private hospital; or
 3. Other reasons as approved by the responsible lecturer, provided that the student has to complete an exam and/or a task additionally assigned so that the instructor can report the grading within the first two weeks of the next term or no later than four weeks after the approval is granted, or the symbol 'I' will turn into an 'F'.
- 7) Audit courses
1. Students may be allowed to enroll for a course for non-credit by the suggestion and approval of the advisor and instructor. The fee applies according to the regulations. The grade result of the non-credit course will be recorded as AU (Audit).
 2. The course registered as Audit will not be accumulated for total credit earned and will not be included in the calculation of a student's GPA.
- 8) Student Status Evaluation Post Graduate Programs
1. A student who completes his/her study and whom meets all requirements is eligible to graduate.
 - A student who finishes his/her study and has a cumulative GPA of lower than 3.00 will not be considered eligible to graduate, but will have the right to enroll for specific courses to improve his/her GPA to meet the graduation requirement.
 2. In counting student's accumulated credits for completion of course requirements, only the credits earned shall be counted.
 - In a case where the student has enrolled in any one course more than once, the credits of that course shall be earned only once.
 3. Regarding combination of credits for the purpose of calculation of GPA, only credit bearing courses shall be counted. Where the student has enrolled in one course more than once, the number of credits shall be counted only once and the highest grade will be used in the calculation.

4. There are two types of GPA as follows:
 - Term GPA is calculated from a student's study result in that term by dividing the sum of credits and grade of each course by the sum of credits in that term.
 - Accumulative GPA is calculated from the study result of a student from admission to the most recent term by dividing the sum of credits and grade of each course by the sum of all credits enrolled.
5. Students who fail a compulsory course shall repeat that course until they receive a passing grade.
6. Students who fail an elective course may choose to repeat that course or enroll in a new one in the same category instead.

Conferral degree

- 1) To be awarded a degree, a student shall fulfill all requirements: A student must satisfactorily complete all curriculum requirements and his/her accumulative GPA shall be at least 3.00.
- 2) A student must pass the thesis/IS requirements and has submitted a full report.
- 3) A student following Plan B must pass a comprehensive examination.
- 4) A student must submit a graduation request to the university within the period designated by the university.
- 5) A student eligible to be awarded a distinction degree shall be one who has fulfilled the requirements for the degree within the designated period and has an accumulative GPA of not less than 3.75
- 6) A student must fulfill all requirements stated in Regulations of Stamford International University on Postgraduate Education B.E. 2559 (A.D. 2016) (Appendix 14)

Section 11

Tuition Fee and Other Fees

Stamford International University has set the tuition fee and other fees as follows:

11.1 Bachelor's Degree Program – International and Bilingual (RamaIX Campus - Bangkok)

11.1.1 Tuition Fee

No	Category	Amount	
1	Lecture/theory (International) per credit*	2,120 – 2,531	Per credit
2	Lecture/theory (Bilingual) per credit*	1,909 – 2,284	Per credit
*Depends on discipline of study			

11.1.2 Academic Fee

No	Category	Amount	
1	Education fee	15,000	Per term
2	International Quality Assurance Fee (For Creative Media Design Program)	5,000	Per term
3	Lab and material fee (For International Hotel Management Program)	8,100	Per term
4	Caution deposit (Refundable)	Thai Nationality	2,000
		Foreign students	5,000
5	International student fee	5,000	Per term

11.1.3 Service Fee

No	Services	Amount	
1	Application fee	1,000	Flat rate
2	Matriculation fee	2,500	Flat rate
3	Graduation fee	8,500	Flat rate
4	Student status maintaining (Term leave)	2,000	Per term
5	Late registration fee	300	Per day
6	Late payment fee	300	Per day
7	Transfer credit fee	2,000	Flat rate
8	Laureate English Program (LEP)	44,000	Per term

11.1.4 Other Fees

1	Course exemption Test	2,000	Per test
2	Student ID card replacement	300	Per card
3	Emergency document request	500	Per request

11.2 Bachelor's Degree Program – International, Bilingual, and Thai (Cha-am Campus - Petchaburi)

11.1.1 Tuition Fee

No	Category	Amount	
1	Lecture/theory (International) per credit*	1,414 – 1,844	Per credit
2	Lecture/theory (Bilingual) per credit*	1,475 – 1,625	Per credit
3	Lecture/theory (Thai) per credit*	1,406 - 1,563	Per credit
*Depends on discipline of study			

11.1.2 Academic Fee

No	Category	Amount	
1	Education fee	15,000	Per term
2	Acedemic Fee for International Hotel Management Program	4,725	Per term
3	Lab and material fee (For International Hotel Management Program)	8,100	Per term
4	Caution deposit (Refundable)	Thai Nationality	2,000
		Foreign students	5,000
5	International student fee	5,000	Per term

11.1.3 Service Fee

No	Category	Amount	
1	Application fee	1,000	Flat rate
2	Matriculation fee	2,500	Flat rate
3	Graduation fee	8,500	Flat rate
4	Student status maintaining (Term leave)	2,000	Per term
5	Late registration fee	300	Per day
6	Late payment fee	300	Per day
7	Transfer credit fee	2,000	Flat rate
8	Laureate English Program (LEP)	37,000	Per term

11.1.4 Other fee

No	Category	Amount	
1	Course exemption Test	2,000	Per test
2	Student ID card replacement	300	Per card
3	Emergency document request	500	Per request

11.3 Master's Degree Program – International and Thai

11.3.1 Tuition Fee

Rama IX Campus - Bangkok

No	Category	Amount	
1	MBA (Thai) Weekend per credit	4,615	Per credit
2	MBA (International) Weekend per credit	6,347	Per credit

Off-Campus Learning Center – Asoke Campus

No	Category	Amount	
1	MBA (Thai) Weekend per credit	5,000	Per credit
2	MBA (Thai) Online per credit	4,615	Per credit
3	MBA (International) Weekend per credit	7,000	Per credit
4	MBA (International) Weekday per credit	6,250	Per credit

Cha-am Campus - Petchaburi

No	Category	Amount	
1	MBA (Thai) Weekend per credit	3,750	Per credit
2	MPA (Thai) Weekend per credit	3,365	Per credit

11.3.2 Academic Fee

No	Category	Amount		
1	Caution deposit (Refundable)	Thai Nationality	-	Flat rate
		Foreign students	5,000	
2	International student fee	5,000	Per term	

11.3.3 Service Fee

No	Category	Amount	
1	Application fee	1,000	Flat rate
2	Matriculation fee	2,500	Flat rate
3	Graduation fee	8,500	Flat rate
4	Student status maintaining (Term leave)	2,000	Per term
5	Late registration fee	300	Per day
6	Late payment fee	300	Per day
7	Transfer credit fee	2,000	Flat rate

11.3.4 Other fee

No	Category	Amount	
1	Course exemption Test	2,000	Per test
2	Student ID card replacement	300	Per card
3	Emergency document request	500	Per request

Section 12

Student Admission and Dismissal

12.1 Admission criteria¹⁶

12.1.1 Bachelor's degree program

- 1) Qualification of applicants
 1. Completing the higher secondary school or an equivalent thereof (Mattayom 6) or the vocational certificate, or other equivalent certificates from educational institutions, either domestically or internationally, approved by related government agencies;
 2. Meeting the language proficiency criteria set forth for each curriculum as recognized by Office of the Higher Education Commission;
 3. Having no infectious or other serious disease, which may hinder the study; and
 4. Having never committed any serious misconduct.
- 2) Admission Methods
 1. Examination of the University
 2. Examination of Office of the Higher Education Commission
 3. Selection by means of credit transfer or other qualifying test
 4. Special Program

12.1.2 Master's degree program

- 1) Qualification of applicants
 1. Completing a bachelor's degree or an equivalent thereof either domestically or internationally, approved by related government agencies, and meet the requirements on grades, and work experience if required;

¹⁶ Admission criteria, see University Regulations appendix 14

2. Meeting the language proficiency criteria set forth for each curriculum as recognized by Office of the Higher Education Commission;
 3. Having no infectious or other serious disease, which may hinder the study; and
 4. Having never committed any serious misconduct.
- 2) Admission Methods
1. Based on selection criteria announced by the university.
 2. Number of students admitted is determined by the university.
 3. The university may accept credit transfer from former or current students of the same educational level and similar contents from other institution either domestically or internationally, approved by related government agencies according to the university announcement.

12.2 Student's registration

12.2.1 An applicant will have a student status only after his/her registration. To register, an applicant shall present all evidence determined by the University when reporting to the Admission Department. The applicant shall register on the predetermined date and at the time and place and pay all fees as established by the University or it shall be deemed that he/she waives his/her right to register as a student.

12.2.2 In the case where an applicant is unable to register on the designated date, he/she shall notify the Dean for decision-making. Student registration shall be made in accordance with the University's announcements.

12.3 Classification and termination of student status

12.3.1 Bachelor's degree program

1. Fulfillment of the curriculum requirements;
2. Death or resignation;
3. Forced termination or removal due to a disciplinary offense;
4. Being unable to complete the study within the time designated in the regulation

5. Imprisonment for a criminal offense;
6. Probation students who have a cumulative GPA of below 1.75 for two consecutive terms.

12.3.2 Master's degree program

1. Fulfillment of the curriculum requirements;
2. Death or resignation;
3. Forced termination or removal due to a disciplinary offense;
4. Being unable to complete the study within the time designated in the regulation
5. Imprisonment for a criminal offense

Section 13

Student Uniform and Dress Code

13.1 Policy on uniform and dress code¹⁷

Stamford International University requires that undergraduate students wear the student uniform on important events/ days of the university. The dress codes are as follows:

13.1.1 Student Uniform and Dress Code for female

- 1) Blazer Gray color
- 2) Shirt White shirt, short sleeves, button down
- 3) Button University emblem
- 4) Skirt Gray color, knee length
- 5) Pin University emblem, right side
- 6) Belt University emblem buckle, black leather belt
- 7) Shoes Black covered shoes

13.1.2 Student Uniform and Dress Code for male

- 1) Blazer Gray color
- 2) Shirt White shirt, short sleeves, button down
- 3) Trousers Plain black according to the university pattern
- 4) Necktie University pattern
- 5) Pin University emblem, on the necktie
- 6) Belt University emblem buckle, black leather belt
- 7) Socks Formal black color
- 8) Shoes Black covered shoes

¹⁷ Student Uniform and dress code, see appendix 15

Section 14

Appointment and Qualifications of Executives, Instructors, and Staff, Salary and Compensation, Hiring and Dismissal, and Welfares.

Stamford International University has stipulated that the recruitment of instructors possessing suitable and adequate qualifications in sufficient numbers for all programs and with the number of fulltime instructors per students based on the criteria prescribed by the Office of the Higher Education Commission. The university has also specified the academic positions of instructors and staff members as well as teaching fees, salaries, employment and discontinuation of employment criteria and benefits as follows:

14.1 The specifications of academic positions and qualifications of executives and professors are as follows:

1) President

1. Required to meet qualifications without the prohibitions under the laws governing private higher education institutions.
2. The president may also hold other executive and academic positions.

2) Vice President/ Assistant President

1. Required to meet the qualifications without the prohibitions under the laws governing private higher education institutions.
2. The Vice President/ Assistant President may also hold other executive positions and academic positions.

3) Dean

1. Required to meet academic qualifications of no less that a master's degree with knowledge and specialization in specific programs or previous experience as an instructor in a higher education institution of at least five years.
2. Required to meet the qualifications without the prohibitions pursuant to the laws governing private higher education institutions.
3. Deans may also hold other executive and academic positions.

4) Associate Dean (Deputy Dean)/ Assistant Dean

1. Required to meet academic qualifications of no less that a master's degree with knowledge and specialization in specific programs or previous experience as an instructor in a higher education institution of at least five years.
2. Required to meet the qualifications without the prohibitions pursuant to the laws governing private higher education institutions.
3. **Associate Dean (Deputy Dean)/ Assistant Dean** may also hold other executive and academic positions.

5) Director

1. Educational achievement of at least the bachelor's degree level with at least five years of work experience.
2. Educational achievement of at least the master's degree level with at least two years of work experience.
3. Directors may also hold other executive and academic positions.

6) Head of Program/ concentration

1. Educational achievement of at least the master's degree level with specialized knowledge and skills in the chosen program or related programs or with previous experience as an instructor in a higher education institution.
2. Required to meet the qualifications without the prohibitions pursuant to the laws governing private higher education institutions.
3. Heads of programs may hold other academic positions.

7) Fulltime Professors

1. Educational achievement of at least the bachelor's degree level with experience in teaching and development for higher qualifications and eligibility for additional academic positions.
2. Educational achievement of at least the master's degree level or equivalent with specialized knowledge in a chosen program.

3. Required to meet the qualifications without the prohibitions pursuant to laws governing private higher education institutions and according to the curriculum standard announced by Ministry of Education.
4. Resident professors may also hold other academic positions.

8) Adjunct Instructors

1. Educational achievement of at least the master's degree level and according to the curriculum standard announced by Ministry of Education.
2. Possession of knowledge and skills in the teaching subject or previous teaching experience in a higher education institution.

9) Staff Members

1. Educational achievement at the vocational certificate, high vocational certificate, bachelor's degree, master's degree or doctorate level.
2. Excellent knowledge and experience of the work position.

14.2 Specification of Academic Positions of Executives and Professors

Persons holding the following academic positions are required to meet the qualifications without the prohibitions pursuant to laws governing private higher education institutions:

- 1) Professor or Adjunct Professor
- 2) Associate Professor or adjunct Associate Professor
- 3) Assistant Professor or Adjunct Assistant Professor
- 4) Fulltime Instructor or Adjunct Instructor

14.3 The specifications of the academic positions and qualifications of staff members are as follows:

1) Head of Department or Equivalent

1. Educational achievement of at least the bachelor's degree level or with at least five years of previous work experience or
2. Educational achievement on the master's degree level.

14.4 Specifications for Salary and Raises in Salary

The specifications for the salaries of professors and staff members depend on academic qualifications and work positions, but will not be less than the rates prescribed by the government. The raises or salary level raises of professors and staff members are evaluated based on the criteria and methods prescribed by the regulations governing human resources management of the university.

14.5 Teaching Fees

In cases where the university stipulates that professors teach in excess of specified teaching responsibilities, the university will pay compensation as follows:

- 1) Bachelor level teaching: remunerations at the rate of 500–1,000 baht per hour.
- 2) Graduate level teaching: remunerations at the rate of 1,000–2,000 baht per hour.

14.6 Employment and Discontinuation of Employment Criteria

1) Employment Criteria

- 1.1 Acceptance of individuals to become the university's staff members takes place through applications in the form specified by the university. Additionally, test competitions will be held.
- 1.2 Selection will be based on the criteria and methods prescribed by the university's human resources management regulations.
- 1.3 Persons applying to become staff members are required to report their personal background, educational background and work history in verifiable detail. If background information is subsequently discovered to have been falsely reported, the university has the right to administer penalties or terminate the employment of the person who submitted the aforementioned falsified information.
- 1.4 Persons who pass selection by the university are subject to a probationary period of at least 90 days, but not exceeding 120 days.

- 1.5 If the probationary period has expired and performance results are satisfactory, the university will report to a person authorized to evaluate appointment decisions.
- 1.6 During the probationary period, the university will terminate employment if performance is unsatisfactory.
- 1.7 The action of appointing individuals to work at the university must be carried out in the form of an appointment order specifying the position, date of appointment and other statements as deemed necessary and fitting.
- 1.8 The university can employ individuals to perform daily, monthly or yearly work with salary rates in compliance with the ministerial regulations governing work and remuneration protection for persons working in private higher education institutions.

2) Criteria for Discontinuation of Employment

Executives, professors or staff members of the university will lose employment status under the following conditions:

- 2.1 Death
- 2.2 Resignation
- 2.3 Termination of employment due to reasons prescribed by the laws governing private higher education institutions
- 2.4 Expiration of employment term
- 2.5 Reaching retirement age of 60 years old; in necessary cases, the university might continue employment as authorized by a resolution of the University Council on a case-by-case basis

3) Appointments and dismissals of staff members are to be as follows:

- 3.1 By the chairperson of the University Council with the approval of the University Council for appointments and dismissals of the university president
- 3.2 By the university president for appointments and dismissals of all other positions from deputy president and lower

4) Investigations, suspensions and appeals

Investigations, suspensions and appeals are to follow the criteria and procedures prescribed by the university's human resources management regulations. The aforementioned criteria must be no less than the criteria prescribed by the ministerial regulations on work and remuneration protection for operators in private higher education institutions.

14.7 Benefits of Professors and Staff Members

Stamford International University offers commensurate benefits to executives, resident professors and staff members covering four categories of benefits as prescribed by the laws governing social security and the laws governing compensation. In addition, the university offers other benefits as follows:

- 1) Scholarships/trainings/work studies/seminars in compliance with the university's rules and regulations
- 2) Medical treatment benefits
- 3) Accident insurance benefits
- 4) Overtime fees and holiday work fees for individuals as authorized by supervisors and in compliance with the university's regulations
- 5) Compensation, pensions and other benefits under the university's human resource management regulations
- 6) Conveniences and/or processing on visas and work permits for foreign individuals in compliance with the university's rules and regulations
- 7) Annual celebration parties

Section 15

Other items according to the Ministerial Policies