



Chulalongkorn University
Bangkok, Thailand

International Programs
Wisconsin BBA
Study Abroad Handbook
Spring 2016



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Welcome

Congratulations on choosing to enhance your Wisconsin Experience by studying abroad through the Wisconsin School of Business! This program handbook is provided to you as a resource and reference as you are preparing to go abroad. You will also receive information from your host university. Be sure to thoroughly read and understand information sent to you by the host university, as the information provided in this handbook is subject to change.

Key Websites

International Programs Bangkok Program Website: <http://bus.wisc.edu/bba/academics-and-programs/study-abroad/programs/semester-year-programs/thailand,%20bangkok>

International Programs Bangkok Program Cost Estimate:
<http://bus.wisc.edu/~media/bus/dp/international%20programs/2015-2016-costs/bangkok-semester-2015-2016-costs.ashx>

Chulalongkorn Exchange Website: <http://bba.acc.chula.ac.th/index.php/2014-06-27-06-11-06/exchange-incoming>

Program Contacts

Wisconsin BBA International Programs

3290 Grainger Hall
975 University Avenue
Madison, WI 53706

Contact: Sarah Melin, Assistant Director of International Programs
smelin@bus.wisc.edu
Phone: +1 608-890-2035

Host Institution Contact information

[Chulalongkorn BBA International Office](#)
Faculty of Commerce and Accountancy
Chulalongkorn University
Phyathai Road, Bangkok 10030
THAILAND

Contact: Mr. Thirawut Sutabut, Student Exchange Coordinator
email: bba@chula.ac.th
Phone: (011) +662 218 5738
Fax: (011) +662 218 3718

Please review the partner's website carefully. If you have detailed questions that the website does not answer, you may contact Chulalongkorn directly.

Program Dates

Spring 2016 semester

Confirmed semester dates have not yet been confirmed by the host institution. Typically the spring term runs from early January through mid May. More information will be provided as it is obtained.

Application Process

The following information is provided to you as a guide and reference. As partner processes and procedures may change, always be sure to carefully review the information they will provide you.

Because you have been nominated by UW-Madison for the study abroad program, you should be accepted at Chulalongkorn as long as your GPA of at least 3.0 is maintained through your departure. However, you must submit an application and supporting documents to Chulalongkorn in order to complete your enrollment. You are responsible for submitting forms and supporting materials to Chulalongkorn on time. Be sure to retain a copy for your files.

Application Deadlines

Spring 2016: September 30, 2015

Application Procedure

Because you have been nominated by International Programs for the exchange program, you should be accepted at Chulalongkorn as long as your GPA of at least 3.0 is maintained through your departure. However, you must still submit registration forms and supporting materials to Chula. The application process for Chula will take place in the fall semester for spring exchange students.

International Programs will nominate you to Chulalongkorn as an exchange student. After the nomination is processed, you will receive an email from Chula with instructions on how to apply. You will be asked to submit an online application and upload supporting documents. You must complete the application and upload the documents prior to the deadline listed above.

The following documents will be uploaded into the online application system as .jpg files:

- Color Photo (blue background, white shirt and not showing teeth if possible)
- ID page of your passport
- Official Transcript

Application procedures are available on Chula's [Incoming Exchange Student](#) website.

You are responsible for submitting forms and supporting materials to Chula on time. Be sure to retain a copy for your files.

Housing

Accommodation is generally not available in Chula's dormitories. Students are responsible for finding their own housing. However, if given timely notice, the international office can reserve space for you in a very nice apartment complex at a special discount, Evergreen Place, with a fitness center, pool, and a coffee shop. Daily cleaning service provided. Rent depends on size of the flat and number of occupants. More information is available on Chula's [Incoming Exchange Student](#) website and a list of recommended options can also be found in the appendix of this handbook.

Visa & Entry Requirements

The following visa guidelines are meant to help you as you determine what steps you need to take to enter your host country for an extended period of study. The following information can change, so be sure to visit [Travel.State.Gov](#) and carefully review guidelines of the host country's embassy or consulate for information concerning specific requirements. We do not always know when they make changes and this section serves only as an initial guide. While the International Programs office is willing to help with travel documents, it is the student's responsibility to obtain the appropriate immigration documents.

To enter Bangkok as an exchange student in Thailand, you will need:

(1) A **passport** is necessary to enter a foreign country. Passport information and application forms for U.S. citizens can be found on the [U.S. State Department](#) website. Your passport should be valid at least six (6) months beyond the end date of your program. If your passport will expire before then, you should apply to renew your passport.

(2) A **non-immigrant "ED" visa** is required of all U.S. citizens. You must obtain it prior to your departure. In most cases, you will apply for the student visa/residence permit through the Royal Thai Consulate-General in Chicago. More instructions about applying for this non-immigrant visa are available on the [Thai Consulate of Chicago](#) website.

You must wait until receiving an acceptance letter and supporting documents from Chula before submitting your application. However, prepare the rest of your application in advance. Past participants recommend paying an additional fee for a multi-entry visa as you may want to travel throughout the area.

[Royal Thai Consulate-General](#)

700 North Rush Street
Chicago, IL 60611-2504
Phone: 312-664-3129
Fax: 312-664-3230

Remember that it is your responsibility to obtain a visa in a timely manner. This can be a complicated process, so be sure to start early.

Finances

As this is an exchange program, the Bursar's Office will send you a tuition bill as usual, based on your residency. You will pay the tuition bill in the same manner as though you were on campus. This payment will cover tuition only. You will be responsible for covering other expenses such as housing, travel, and meals.

International Programs will invoice you and collect your payment for the mandatory CISI insurance. CISI insurance costs around \$35/month and provides comprehensive health insurance coverage.

Most financial aid and scholarships that you already have may be applied to your term abroad. There may be additional scholarship opportunities specifically for studying abroad. Review our Scholarships and Financial Aid page for more details.

Academics

The Chulalongkorn University timetable for the following fall and spring is generally available on their [Incoming Exchange Student](#) webpage. Semester participants will submit a course selection form in advance of the semester, but courses will not be confirmed until you arrive at Chula. Students should have a selection of at least eight (8) courses to avoid scheduling conflicts.

Although Chulalongkorn is a full university, our agreement is with the Faculty of Commerce and Accountancy and courses are limited to their offerings.

Refer to the International Programs [course equivalency database](#) to determine how courses will count at the University of Wisconsin-Madison.

Grade and Credit Conversion Scale

International Programs has established grade and credit conversions. Review the tables below to see how the grades and credits you earn abroad will appear on your UW-Madison transcript.

Chulalongkorn Grade	UW Grade
A Excellent 4.0	A
B+ Very Good 3.5	AB
B Good 3.0	B
C+ Fairly Good 2.5	BC
C Fair 2.0; D+ Poor 1.5	C
D Very Poor 1.0	D
F Fail	F

Chulalongkorn Credits	UW Credit
3	3
2	2

Life Abroad

Dress code

There is a university uniform that all students are required to wear. As students advance from freshmen to seniors, the code becomes more relaxed (for example, the black tie usually disappears after the freshman year). Regardless, all students should be aware of and adhere to this code. Uniforms can also be purchased at the Chulalongkorn University Bookstore.

For Men:

- White shirt
- Long black trousers
- Black Chula tie
- Dress shoes

For Women:

- White shirt
- Black knee-length skirt
- Chula pin
- Polite casual shoes

Returned Participant Network

Contact a UW-Madison student who has recently returned from studying abroad in Bangkok. Contact information can be found on the [Returned Participant Network](#).

Evergreen Place : (Serviced Apartment)

Students shared the room type A (4 people) in the previous semesters. It is very important that you accept the condition of sharing the room with others and will not check-out before the completion of the semester. The recommended check-in date is 2 days prior to the first day of the semester.

Room Types	Bed Types	Bath	Area (Sq.m.)	Corporate Monthly Rates (Thai Baht)	Shared Monthly Rates (Thai Baht)	Number of available room
Executive Suite: 2 Bedrooms	4 single beds	2	88	54,000	13,500 each (4 persons)	2

The above contract rates only booking from January-June, 2015

General Information:

1. Rooms are specially arranged and suitable for sharing with 4 persons. Typically 2 students share each room.
2. Fully furnished with LCD TV 32", DVD player + free DVD rental, phone (small charge per use), kitchen equipment, mid-sized refrigerator, room cleaning and change of towel and bedsheet (twice a week), blackout curtain.
3. Free used of fitness, swimming pool, sauna and steam room.
4. The rental is included taxes, service charge 10% and vat 7%.
5. 2 bed rooms / 4 beds 4 persons stay.
6. Wireless Broadband Internet is available and included in the rent.
7. Extra bed 700 Baht net /night/ person. 9,000 Baht net/month . Food & Beverages -10% (except buffet breakfast and lunch set).
8. Monthly rate is excluded of electricity 7 Baht / unit + Vat 7%. (aprox Baht 1000 - 1500 / month)
9. A short taxi, a bus ride away or walking about 1.9 kms.

For more information of the Evergreen,
<http://www.evergreenplacebangkok.com>

Conditions:

1. One month deposit and one month rent fee are required upon check-in. Credit card is acceptable.
2. Pre-termination / early check - out cannot be permitted or with a special permission.

Booking Process: Students are required to select their preferred housing in the Online Application. Students will be instructed later to confirm their booking.

Asoke Residence : (Serviced Apartment)

Normally, most of students shared the room type A (4 people) in the previous semesters. It is very important that you accept the condition of sharing the room with others and will not check-out before the completion of the semester. The recommended check-in date is 2 days prior to the first day of the semester.

Room Types	Bed Types	Bath	Area (Sq.m.)	Corporate Monthly Rates (Thai Baht)	Shared Monthly Rates (Thai Baht)	Number of available room
Executive Suite: 2 Bedrooms	4 single beds	2	123 sqm	50,000	12,500 each (4 peple)	2
Deluxe Studio	2 single beds	1	38 sqm	35,000	17,500 each (2 peple)	1

The above contract rates only booking from January - June 2015

General Information:

1. Rooms are specially arranged and suitable for sharing with 4 persons. Typically 2 students share each room.
2. Fully furnished with LCD TV 32", DVD player + free DVD rental, phone (small charge per use), kitchen equipment, mid-sized refrigerator, room cleaning and change of towel and bedsheet (twice a week), blackout curtain.
3. Free used of fitness, swimming pool.
4. The rental is included taxes, service charge 10% and vat 7%.
5. 1 bed room / 2 beds 2 persons stay, and 2 bed rooms / 4 beds 4 persons stay.
6. Wireless Broadband Internet is available and included in the rent.
7. Extra bed Baht 300 / day / person. Massage and Food & Beverages -10%
8. Monthly rate is excluded of electricity Baht 6 / unit + Vat 7% (less than previous rate.) (aprox Baht 1000 - 1500 / month)
9. Very near the subway (MRT) Phetchaburi station. **Only 5 stations by subway to the campus!**

New special benefits and added value:

1. Free Refillable MRT Subway Train Passes per person with Initial value of 230 Baht (150 Baht Travel value + 50 Baht Deposit + 30 Baht Issuing fee).
2. Free usage of fitness, swimming pool, sauna and steam onsite and at Evergreen Place Bangkok near the university (evergreenplacebangkok.com)

For more information of the Asoke Residence, click

<http://www.asokeresidence.com/index.php>

Conditions:

1. One month deposit and one month rent fee are required upon check-in. Credit card is acceptable.
2. Pre-termination / early check - out cannot be permitted or with a special permission.

Booking Process: Students are required to select their preferred housing in the Online Application. Students will be instructed later to confirm their booking.

Nonsi Residence : (Serviced Apartment)

It is strongly recommend to stay at this place if you need a privacy, reasonable price and to be the owner of a room (Studio type). And check in period from **January 8, 2015**.

Room Types	Bed Types	Bathroom	Number of People	Monthly Rates (Thai Baht)*	Number of free WI-FI card	Room Cleaning package (2times/month/room)	Number of Available Rooms
Studio (30 Sq.m.)	1 Double	1	1	11,000	1	800	20
1 Bedroom (53 Sq.m.)	1 Double	1	1	16,500	1	1,000	6
1 Bedroom (60 Sq.m.)	1 Double	1	1	17,500	1	1,000	8
2 Bedroom (67 Sq.m.)	1 Double, 1 Single	1	2	22,000	2	1,600	3
2 Bedroom (90 Sq.m.)	2 Double	2	2	26,000	2	1,600	3
2 Bedroom (97 Sq.m.)	2 Double	2	2	28,000	2	1,600	3
2 Bedroom (97 Sq.m.)	4 Single	2	4	32,000	4	2,400	3
3 Bedroom (111 Sq.m.)	1 Double, 2 Single	2	3	33,000	3	2,400	4

***Validity date: until December 31,2015**

General Information:

1. **Free complementary shuttle van service at 8 A.M &11.00AM direct to Chulalongkorn University** and every hour to MRT Klong Toey Subway Station,Shopping center, Central Department Store Rama III, Tesco Lotus between 8 a.m. - 4 p.m. (Except Sunday and public holiday).
2. The above rental rate is **included 7% VAT government tax and wireless internet in room.**
3. Fully furnished unit with TV 21", 29"" and LCD TV 32" refrigerator, water heater, microwave and stove for 2-3 bedroom.
4. Coin Laundry machine & Dryer machine are available.
5. Free used of fitness and swimming pool.
6. The rental rate is excluded of utility bill as electric, water and telephone bill i.e. **water cheage is 23 Baht/unit and electric charge is 7 Baht/unit.**
7. **Bedding and room cleaning are available with additional charge.**
8. **Reference rate offer for minimum 4 months contract only.**
9. The taxi ride is about 60 Baht in total and typically shared with other students.

See more information at ----->

<http://www.nonsiresidence.com>

Conditions:

Two months rental deposit upon check-in. Credit card is acceptable. (VISA or MASTER CARD only)

Booking Process: Students are required to select their preferred housing in the Online Application. Students will be instructed later to confirm their booking.

Chulalongkorn University International House (CU I House): On-Campus Accommodation

A 26-storey on campus residence for international students, in line with the university's "moving forward" strategy to become more international, the total area of 33,957 square metres,

consisting of 846 units.

Room Types	Bed Types	Bath	Monthly Rate (Thai Baht)	Number of available room
Male Studio (25 sqm)	2 single beds	1	11,000	Approx 6
Female Studio (25 sqm)	2 single beds	1	11,000	Approx 6

Daily Rental Fee (including room service) for visitors/guests (Thai Baht 900 per day)

General Information:

1. TV, refrigerator, water heater and air condition (Study room and garden are available)
2. Cleaning once a week
3. Water charge is 20 Baht/ unit, Electric charge is 5 Baht/ unit
4. 24-hour reception and technician services
5. Shuttle bus to the University
6. Fre internet Wi-Fi
7. Retail Shop: 24-hour convenience store, coffee shop & bakery, laundry and stationery

For more information: www.cuihouse.net

Tel: +662 217 3188

Fax: +662 219 2678

Email: cuh.remsthailand@colliers.com

Mailing Address:

268 Chulalongkorn Soi 9, Charasmuang Road, Wangmai, Pathumwan, Bangkok 10330, THAILAND

Condition: 2 months and 1 one rental fee in advance

Booking Process: Students are required to select their preferred housing in the Online Application. Students will be instructed later to confirm their booking.

To confirm your booking, you are required to prepare the following documents upon arrival or before you move in:

1. Two- Thai cashier checks:

1.1 First amount: One month rental fee (10,000 Baht for one double bed) or (11,000 Baht for two single beds) pay to accounts name
" CHULALONGKORN UNIVERSITY (CU I HOUSE) " accounts no. 468-032041-8 , Current, Siam Commercial Bank PCL, Thailand, Chamchuri Square Branch

1.2 Second amount: Two month deposits (20,000 Baht for one double bed) or (22,000 Baht for two single beds) pay to accounts name
" PROPERTY MANAGEMENT OFFICE (CU I HOUSE) " accounts no. 468-032038-7 , Current, Siam Commercial Bank PCL, Thailand, Chamchuri Square Branch

Notes:

- Paying by thai bank cashier's checks is preferable. If not, cash in Thai Baht currency is acceptable.
- Buying 2 Thai cashier checks might be inconvenient for those who arrive late at night. So you are recommended to prepare Thai Baht either from your country or at the money exchange at the Suvarnabhume Airport.
- The payment will be half for a sharing room. However, the payment for the 2 amounts must be paid in a full amount only. So you need to talk with your roommate about this matter or collect the whole amounts and pay at one time.

2. Copy of passport: Please scan and send your passport in advance to cuh.remsthailand@colliers.com.

Regulations:

1. Please notify your exact period of staying upon arrival or within the first week if possible.
2. If you want to make any changes about the check out date, it is important that you contact the CU I House at least 1 month prior to the last date of the signed contract so that you can get a deposit back before you leave the country. The process of getting a deposit back is taking time. Otherwise you may need to pay rent for the extra days that you will no longer be occupying in Bangkok.

Montien Hotel: Recommended hotel for those who arrive before recommended arrival period.

Normally, students can move into the accommodations about 2 days before the start of the semester.
Students who arrive earlier are recommended to stay at the Montien Hotel where is located nearby the Campus and accommodations.
Here are the special coporate rates:

Room Type	Room Rate / Room / Night (Thai Baht)		
	Single/ Twin	Single	Twin
	Room only	with American Breakfast	
Superior Room	1,200 Baht net	1,500 Baht net	1,900 Baht net

Validity: July - August, 2014

Notes: The above rates are net inclusive of 10% service charge and 7% value added tax.

See more information at -----> <http://www.montien.com/bangkok/>

Booking Procedure: You can do booking via email directly to Mr. Thirawut at Thirawut@cbs.chula.ac.th