



SURANAREE UNIVERSITY OF TECHNOLOGY

CENTRE FOR INTERNATIONAL AFFAIRS

111 University Avenue, Muang District, Nakhon Ratchasima , Thailand

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Ref.MAU 5136/ ๒๐๗

๕ October 1999

MR. SENSOMPHONE VIRAVOUTH

Head, International and Cooperation Office

National University of Laos

P.O Box 7322

Vientiane, Lao PDR

FAX: (856-21) 415 427 or 412 381

RE: TRAINING OF SOME UNIVERSITY PERSONNEL

Dear Mr. Viravouth,

Thank you very much for your faxed letter of 1 October. I am pleased to inform you that in principle the Administrative Division of Suranaree University will be able to provide the requested training of the five mentioned personnel. I am however still waiting for the recommendation from our Vice Rector for Administration regarding the possible rates or honorarium that we will provide to our trainers. The rate of the accommodation will also be given soon and they will have several choices. There will also be several possibilities for their meals at the student and or faculty canteen. I shall be communicating them to you ASAP.

Regarding the candidates for the degree program, the School of Biotechnology requires them to pass an evaluating examination and an interview; the School of Biology would require an interview while the School of English will require either presentation of a TOEFL score of 550 or passing an evaluation examination/interview. Kindly suggest a mechanism by which these requirements could be satisfied by your candidates. Can they come for the exam and interview? We will be open to suggestions.

With best regards and once again we look forward to our possible cooperation.

Sincerely,

for Dr.Umaly

FAXED

6 OCT 1999

Ref.MAU 5136/307

5 October 1999

MR. SENSOMPHONE VIRAVOUTH
Head, International and Cooperation Office
National University of Laos
P.O Box 7322
Vientiane, Lao PDR

FAX: (856-21) 415 427 or 412 381

RE: TRAINING OF SOME UNIVERSITY PERSONNEL


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Sincerely,


for Dr.Umaly



LAO PEOPLE DEMOCRATIC REPUBLIC
PEACE INDEPENDENCE DEMOCRACY PROSPERITY

Ministry of Education
National University of Lao
International relation and cooperation affairs

Center for International Affairs

No. 1245/2542

Date J - OCT 1999

Time 13:50

P.O. Box: 7322

Vientiane Lao P.D.R

Tel./Fax: (856-21) 415 427 or 412 381

Ref.No. /NUOL.PU/99

Date: 01 October 1999

To: Prof. Dr. Ruben C. Umaly
Director, Center for International Affairs
Fax: 66 44 224 140

Number of pages: 10 (including this page)

Subject: Short-term training Programs at Samaratna University of Technology

Dear, Prof. Umaly

According to your letter ref. no. M4U.5136/292 dated 13 September 1999, addressed to Mr. Khamchan Sengchansouliya regarding the training of the administrative officers, we are sending to you a list of 5 candidates with specific training objective for each staff and their CVs.

Should you need any further information, please let me know and don't hesitate to contact me any time by phone/fax (856-21) 415427 or 412381. I am looking forward to hearing from you soon.

Yours sincerely,

Mr. Sengsemphone Viravouth
Head, International and Cooperation Office

Khun Tol: PL
follow up from the
project - the costy -
honorarium for
trainer, service fee

for costing
2

food &
accommodation -
transport etc.

2/10/99
2

THE LIST OF PARTICIPANTS AND THE SPECIFIC TRAINING OBJECTIVES FOR EACH STAFF

Desired time	Name of participant	Position	Objective of training
15/11/1999 to 14/12/1999	1. Mr. Nongkhane Inthavixay	Head Admission and Record Division	<ul style="list-style-type: none"> To observe, study and undertake hands-on experience on the functional organization and administration of student admission and records activities. Receipt and evaluation of student applications, admission of student. Maintenance and updating of student record.
	2. Mr. Phouay Inthapanya	Head Research & Development Division	<ul style="list-style-type: none"> To observe, study and undertake hands-on experience on the functional organization and administration of research & development activities Research policies: production and implementation of research programs. Management of university's research programs
	3. Mr. Khamphanh Phoummalinno	Head of Academic Service and Marketing Division	<ul style="list-style-type: none"> To observe, study and undertake hands-on experience on the functional organization and administration of academic services and marketing activities Develop marketing method for the facilities and expertise of the university staff to the outside University. Generation external fund for university; rules relating to university consultancy and the charge to be made by the University for use of its facilities and expertise
15/12/1999 to 14/01/2000	4. Mss. Thippakani Bouchanthalad	Staff Admission and Record Division	<ul style="list-style-type: none"> To undertake work-attachment at similar student admission and records functions and positions in Saranaree University Study the various routine procedures and documentation of whole process including of advertisement programs, receipt and processing of student application, and implementation of decision by admission authorities
	5. Mrs. Sychanh Viphavanh	Staff member Academic Service & Marketing Division	<ul style="list-style-type: none"> To observe, study and undertake hands-on experience on the functional organization and administration of academic services and marketing activities Develop marketing method for the facilities and expertise of the University staff to the outside University. Generation external fund for university; rules relating to university consultancy and the charge to be made by the University for use of its facilities and expertise.

Curriculum Vitae

I. PERSONAL DETAILS:

First name Mr. Nongkhane
Family name INTHAVIXAY
Date of Birth: May 10, 1-962
Sex Male
Marital Status married
Nationality Laotian
Occupation Lecturer
Position Head of Students Record and Evaluation Dept.
Address (Office) National University of Laos (Academic Affairs Office)
Po.Box 7322, Tel/Fax (856- 21) 732094

II. EDUCATION:

1981-1985 Pedagogical University of Vientiane
Bachelor in Mathematics and Physics

OTHER TRAINING

1992 Teacher Training Institute of Technology (INDIA) for four months (Curriculum Design and Development)
1993 Kasersath University (THAILAND)
Apply Mechanics for Engineering (one month)
1994 Kingmounkuth Institute of Technology (THAILAND)
Apply Physics for Engineering (one month)
1995 Auckland Institute of Technology (Newzealand)
Operation of Management (five months)

III. LANGUAGE

	Speak	Read	Write
English	Good	Good	Good
French	Fair	Good	Fair

IV. WORK EXPERIENCES:

1985- 1990 Lecturer in General physics (National Polytechnic Institute Vientiane)
1992-1996 Head of Technical Service Department and Lecturer in General physics (National Polytechnic Institute Vientiane)
1997-1998 Head of Students Activities Department at NUOL.
Lecturer in General physics for School Foundation Studies at NUOL.
1998-1999 Head of Students Record and Evaluation Department at NUOL

Curriculum Vitae

I. PERSONAL DETAILS:

First name : Mr Phousy
Family name : INTHAPANYA
DATE OF BIRTH : October 30, 1959
Sex : Male
Marital Status : married
NATIONALITY : Laotian
Occupation : Lecturer
Position : Head of Research and Cooperation Section
Address (Office) : National University of Laos
Academic Affairs Office
Po.Box 7322
Tel/Fax (856 21) 732094

II. EDUCATION:

1989-1993 University of State Moldova
Ph.D in Chemistry 1992, (State Moldova) 1993

1976-1982 University of State Moldova
M.Sc in chemistry 1982

OTHER TRAINING

1995 Taking part for the presentation of the ASCa '95
in Chulalongkorn University.

1994-1995 ● Tokyo Institute of Technology (T.I.T)
International Course for Advanced Research in
Chemistry and Chemical Engineering for one
year .

1996 ● Kasetsart University (Thailand)



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Fax : (66.44) 224140 Email : cenintaf@ccs.sut.ac.th

Ref.No. MAU 5136 / 13

11 January, 2000

Mr. Sengsomphone VIRAVOUTH,
Head, International and Cooperation Office
National University of Laos
P.O Box 7322
Vientiane, Lao PDR

Fax: (856-21) 415 427 or 412 381

Re : Graduate Program of NUOL at SUT

Dear Mr. Sengsomphone VIRAVOUTH

Please refer to your letter dated 5th January, 2000. As per your request, attached please find the graduate programs and the estimated total cost for the nine candidates from NUOL.

I would like to reiterate that it is not possible to specify the courses to be taken for the rest of the program. The plan for the study program for each NUOL personnel depends highly on the result of their first term study. Therefore, as you may see in the table, the total credits to be taken by each personnel are divided into 2-3 years to enable you to roughly anticipate the cost of the whole program of study.

As the 3rd trimester of 1999-2000 academic year already commenced on 4th January, the NUOL personnel may not be able to attend at least 80% of the classes as required by regulations. Therefore, I would like to suggest that the NUOL personnel attend an Intensive English course this term and in summer and attend the prerequisite courses this term as suggested by the institutes. They can start the regular courses during the first term of 2000 which will be in June.

Concerning the payment, we are now awaiting the official permission from the University Financial Administration to allow the NUOL personnel to pay tuition and fees by money transfer to the University account. We will inform you of the account number as soon as possible. The tuition and fees for the third term of 1999 academic year is 482,700 Baht or US \$ 12,702.63 . The calculation was done at an exchange rate of 38.00 Baht/ US dollar. The cost includes the following :

Tuition (Undergraduate Fee) for 8 NUOL personnel		
(42 credits x 500)	21,000.00	Baht
Other fees (18,100 Baht x 9)	162,900.00	Baht
Intensive English Course (February- March)		
(16,600 Baht x 9)	149,400.00	Baht

Intensive English Summer Course
(16,600 Baht x 9)

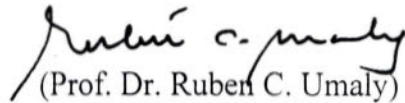
149,400.00 Baht
482,700.00 Baht
(US \$ 12,702.63)

Total

Hope this clarifies all of your request. Please inform our office of the arrival date of the 9 NUOL personnel to enable us to make the academic arrangement for them.

With best regards,

Yours sincerely,



(Prof. Dr. Ruben C. Umaly)

Director of Center for International Affairs

FAXED

11 JAN 2000

Total Cost Estimates for Graduate Students from NUOL

Name	Program	Total credit	3 rd Term 99		Year 2000				Year 2001				Year 2002				Year 2003			English	Total	Contin- gency 20%	Grand Total
			Under- grad Fee	Other Fees	Term 1	Term 2	Term 3		Term 1	Term 2	Term 3		Term 1	Term 2	Term 3		Term 1	Term 2	Term 3				
					Grad. Fee	Grad. Fee	Grad. Fee	Other Fees	Grad. Fee	Grad. Fee	Grad. Fee	Other Fees	Grad. Fee	Grad. Fee	Grad. Fee	Other Fees	Grad. Fee	Grad. Fee	Other Fees				
1. Mrs. Bounphany Somchanh	Ph. D. Biotechnology	68	-	18,100	7,500	12,000	12,000	10,200	12,000	12,000	12,000	10,200	12,000	12,000	10,500	10,200	-	-	10,200	33,200	194,100	38,820	232,920 (\$ 6,129)
2. Mr. Bounhong Vongphom	Ph. D. Chemistry	64	2,000	18,100	10,500	12,000	12,000	10,200	12,000	12,000	10,500	10,200	10,500	10,500	6,000	10,200	-	-	10,200	33,200	190,100	38,020	228,120 (\$ 6,003)
3. Mr. Nounphy Hompanya	Ph. D. Physics	70	3,000	18,100	1,500	13,500	13,500	10,200	13,500	13,500	13,500	10,200	13,500	13,500	9,000	10,200	-	-	10,200	33,200	200,100	40,020	240,120 (\$ 6,319)
4. Mr. Bounxou Inthaluxay	M. Sc. Chemistry	48	2,000	18,100	10,500	13,500	12,000	10,200	12,000	12,000	12,000	10,200	-	-	-	10,200	-	-	-	33,200	155,900	31,180	187,080 (\$ 4,923)
5. Mr. Saythong Thamavong	M. Sc. Chemistry	48	2,000	18,100	10,500	13,500	12,000	10,200	12,000	12,000	12,000	10,200	-	-	-	10,200	-	-	-	33,200	155,900	31,180	187,080 (\$ 4,923)
6. Mr. Sonesackaith Bounma	M. Sc. Physics	50	3,000	18,100	1,500	15,000	15,000	10,200	15,000	15,000	13,500	10,200	-	-	-	10,200	-	-	-	33,200	159,900	31,980	191,880 (\$ 5,049)
7. Mr. Lemthong Lathavong	M. Sc. Physics	50	3,000	18,100	1,500	15,000	15,000	10,200	15,000	15,000	13,500	10,200	-	-	-	10,200	-	-	-	33,200	159,900	31,980	191,880 (\$ 5,049)
8. Mrs. Chanh Chanthanham	M. Sc. Environmental Biology	48	2,500	18,100	4,500	15,000	15,000	10,200	15,000	15,000	7,500	10,200	-	-	-	10,200	-	-	-	33,200	156,400	31,280	187,680 (\$ 4,939)
9. Mr. Ondalome Luangpheth	M. Sc. Applied Math.	49	3,500	18,100	7,500	13,500	15,000	10,200	16,500	15,000	6,000	10,200	-	-	-	10,200	-	-	-	33,200	158,900	31,780	190,680 (\$ 5,018)
Total	-	742500	21,000	162,900	55,500	123,000	120,000	91,800	120,000	120,000	106,500	91,800	36,000	36,000	25,500	91,800	-	-	30,600	298,800	1,531,200	306,240	1,837,440 (\$ 48,354)

Exchange rate of 1 US\$ = 38 Baht

**Total Cost Estimates for Graduate Students from NUOL
1999-2003**

Undergraduate Fees	21,000	Baht
Graduate Fees	742,500	Baht
Intensive English Course	298,800	Baht
Other Fees	468,900	Baht
Contingency (20%)	306,240	Baht
Total	1,837,440	Baht
	(US \$ 48,354)	

Remark : Exchange rate of US \$ 1/ 38 Baht

The Estimated Total Cost for Each NUOL Personnel

1. Mrs. Bounphany Somchanh	US \$ 6,129
2. Mr. Bouahong Vongphom	US \$ 6,003
3. Mr. Noupby Hompanya	US \$ 6,319
4. Mr. Bounxou Inthaluxay	US \$ 4,923
5. Mr. Saythong Thammavong	US \$ 4,923
6. Mr. Sonesacksith Bounma	US \$ 5,049
7. Mr. Lemthong Lathdavong	US \$ 5,049
8. Mrs. Chanh Chanhthanam	US \$ 4,939
9. Mr. Oudalone Luangpheth	US \$ 5,018

Remarks :

- 1. 20 % contingency is included.**
- 2. Contingency includes unforeseen additional cost such as additional courses, laboratory needs and field work.**

Courses to be taken
for NUOL students.

	Grad	UG.	
Physics	1	6	(excluding English [*] school recommended to take 6 credits of English)
Biology	3	5	
Chemistry	7	4	
Math	5	7	(excluding English [*] (same above))
Biotechnology	5		

* Dean of Science Inst. agreed not to include English 6 credits because School of English is organizing English Intensive course for all 9 students. She said either Intensive course or take credits, would be fine.

COPY

Jaranaree University of Technology

มหาวิทยาลัยเทคโนโลยีสุรนารี

Center for International Affair

Tel.: (044) 224141-6

ศูนย์กิจการนานาชาติ

Fax: (044) 224140

Date 20/1/43
วันที่

To:

เรียน หอนักวิชาภาษาอังกฤษ

From:

จาก รศ. งามระพีพร ก้อนแก้ว

- | | |
|--|---|
| <input type="checkbox"/> Kindly be informed เพื่อโปรดทราบ | <input type="checkbox"/> Please contact me โปรดติดต่อข้าพเจ้า |
| <input type="checkbox"/> For your comment เพื่อขอความคิดเห็นของท่าน | <input type="checkbox"/> Please forward โปรดส่งต่อ |
| <input type="checkbox"/> For your approval เพื่อโปรดพิจารณาอนุมัติ | <input type="checkbox"/> Please reply โปรดตอบ |
| <input type="checkbox"/> For your signature เพื่อโปรดลงนาม | <input type="checkbox"/> Please follow up โปรดติดตาม |
| <input type="checkbox"/> Please handle เพื่อโปรดพิจารณาดำเนินการ | <input type="checkbox"/> As you requested ตามที่ท่านต้องการ |
| <input type="checkbox"/> Please return เพื่อโปรดส่งคืน | <input type="checkbox"/> Please attend เพื่อโปรดเข้าร่วม |
| <input type="checkbox"/> Please inform us of results โปรดแจ้งผลให้ทราบ | <input type="checkbox"/> Return with thanks ส่งคืน ขอบคุณ |
| <input type="checkbox"/> For dissemination เพื่อเผยแพร่ | <input type="checkbox"/> For circulation เพื่อโปรดเวียนในหน่วยงาน |
| <input type="checkbox"/> Please confirm เพื่อโปรดยืนยัน | |

Remarks:

หมายเหตุ ผู้ปกครองท่านหนึ่ง ได้โทรแจ้งจาก
Mr. Sengsomphone Khamvong ว่า
เรียน รศ. งามระพีพร เพื่อแจ้งว่า นศ. วิชา
English Intensive Course 18
1 เมษายน 2543 มีเอกสารของ นศ. วิชา
เรียน รศ. งามระพีพร
จึงเรียนเพื่อโปรดทราบ รศ. งามระพีพร
รศ. งามระพีพร



LAO PEOPLE DEMOCRATIC REPUBLIC
PEACE INDEPENDANCE DEMOCRACY PROSPERITY

Ministry of Education
National University of Lao
International relation and co-operation affairs

Center for International Affairs	
No.	100/2543
Date	20 JAN 2000
Time	16.00

P.O.Box: 7322
Vientiane Lao P.D.R.
Tel/Fax: (856-21) 415 427 or 412 381

Mr. Sengsomphone Viravouth
Head, International Relation & Cooperation
Director, PU.

Ref. No. 88 /NUOL.PU/2000

Date 20th January 2000

Prof. Dr. Ruben C. Umaly
Director, Center for International Affairs

Fax No. 66 44 224 140

Subject: NINE CANDIDATES ON GRADUATE PROGRAMS
AT SURANAREE UNIVERSITY OF TECHNOLOGY

Dear, Prof. Ruben

I make reference to your fax of 18 January, 2000 relating to the arrival of our staff, and I would like to apologize for the postponing of the arrival for the Intensive English Course which is scheduled to begin from the 1st of February and end in March, as we have not got the approval from the MOE yet.

And I would like to defer the arrival date to the 1st of April 2000 for the Summer English Course.

I should be grateful if you would express our sincere apology for causing inconvenience of all arrangement made previously.

Once again, I would like to thank you for your kind support in organizing this Training.

Yours sincerely,

Mr. Sengsomphone Viravouth
Head, International Relation & Cooperation
Director, PU.