

Memo
Suranaree University of Technology
Center for International Affairs
Tel: 66-44-224141-44
Fax: 66-44-224140

Ref. No. MUA 5136/

22 December, 1999

Attn: DR. MANEEPEN
Chair, School of English

RE: INTENSIVE ENGLISH COURSE FOR LAOTIAN GRADUATE STUDENTS

Dear Dr. Maneeopen,

As a result of the interview by the SUT team of the Laotian graduate students, it was suggested that they take an intensive English course during the coming third term together with some undergraduate courses in their fields of specialization or some graduate courses that do not require any prerequisite. It was also suggested that they should continue with the intensive English course during the summer break and take some English courses during the regular trimesters of the academic year 2000-2001 depending upon their progress or needs.

In this connection, the School of English is requested to plan a program for them and to advise CIA for the cost of such courses that they will take. Kindly take into consideration, that although this is funded by ADB, the money is a loan and not a grant and so the Lao government has to pay the loan back. The assistance we are providing to the Lao University is therefore considered as part of SUT community service to neighboring developing countries. The intensive English course is not originally in the budget for the Masteral or Doctoral Scholarship but will be considered by the Managers of the Division of Human Resources Development of the Lao University. Thus, kindly consider these conditions in your planning of the budget or fee.

With some discussion with the Rector, it was suggested that the fee be the regular ones charged to students either of Technopolis or for SUT students (undergraduate students). The suggested 250 hours perhaps could be divided into two parts - this trimester and for summer. It is also suggested that no snacks or breaks be included. They should be responsible for their own snacks. The charge for the learning materials could be included. Try to consider seriously the need for managers as suggested. Perhaps, this is again not necessary. A professor can be assigned responsible for the management of the course as part of his./her academic load. For the facilities, again perhaps normal use of classrooms and the facilities therein could be considered. The students are to be considered as regular students of SUT and are therefore entitled to the use of facilities of the University as they have paid the other fees aside from tuition fee.

The students cannot be given permits by the Laotian government unless the budget for each of them has been specified. In this connection, we are seeking your kind cooperation and consideration to facilitate the preparation of the charges that SUT will require so that the students can arrive on time for registration and beginning of classes.

Once again, thank you very much for your kind assistance.

With best regards.

(Prof. Dr. Ruben C. Umaly)
Director

Center for International Affairs	
No.	1212/2542
Date	28 SEP 1999
Time	10:10


SURANAREE UNIVERSITY OF TECHNOLOGY
School of English, Institute of Social Technology
MEMORANDUM


To: Prof. Dr. Ruben C. Umaly, Director, Center for International Affairs
From: Dr. Maneepen Apibalsri, Chair, School of English
Subject: Students from NUOL
Date: 27 September 1999
Ref. NO. ทม 5112(3)/ 197

Referring to the letter from NUOL dated August 18, 1999 and other documents concerning ADB Project: Overseas Post Graduate Program for NUOL Academic Staff sent to the School of English, we would like to inform you that the school of English has planned to admit 20 students in MA in English Language Studies in the third trimester (starting September 3, 2000). We believe that we can admit applicants from NUOL. However, they are required to pass our screening administered at SUT if they do not submit their TOEFL score report or their TOEFL score is lower than 550. For those students expecting to be admitted to other fields of specialization rather than English and whose English proficiency is not satisfactory, we can offer intensive English courses for them. This may be managed upon request.

Enclosed you will find a brochure providing prospective students with information concerning the course of study in ELS, life and living expenses in Korat.

Please feel free to contact me if you need further information. Thank you.


(Dr. Maneepen Apibalsri)
Chair, School of English


(Assoc. Prof. Dr. Krich Suebsonthi)
Dean, Institute of Social Technology

noted
2/10/99

**Intensive English Course
for
Instructors from Universities of The People's Republic of Laos**

Tentative Schedule:

Time: 250 hours (during February and March 2000)

Course Structure: The course offers four skills as follows:

Speaking	50 hours
Structure and Writing	50 hours
Listening	50 hours
Reading	100 hours

Expense: 411,575 baht (1 class)

1. Teaching 250,000 baht (1000 baht/hour)
2. Materials 15,000 baht (estimated 300 pages)
- X 3. Management 26,460 baht
- Three student workers (42 days, 6 hours/day, 35 baht/hour)
- (X) 4. Break (for 15 persons) 37,800 baht
- 42 days, 60/day/person, 2 breaks/day
- X 5. Utilities 82,315 baht *expense*
- Total 411,575 baht**
(10554 US dollars)

- Note:** 1. The Center for International affairs will also organize excursions for the participants.
2. 1 US dollars = 39 baht

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กรรมการขนถ่ายกาก		
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Suranaree University of Technology (SUT)

Suranaree University of Technology was established in 1990 as a public autonomous university outside the civil service system under the supervision of the Royal Thai Government. It is a university which aims to promote internal and external efficiency and academic freedom in its operations and to form a community of scholars in the arts, sciences, and technology, benefiting both the individual and society.

Situated in Nakornratchasima, a city of 170,000 in the Northeast of Thailand, the university is easily accessible by car and commercial bus. The city itself is accessible by car, commercial bus, train, and air.

Education in Thailand Degrees

In the Thai educational system, students entering colleges and universities have completed 12 years of preparatory study in elementary and secondary schools, culminating in a diploma. A prospective international student must have successfully completed a university preparatory program in Thailand or another country to be considered for admission to colleges or universities in Thailand.

A bachelor's degree from a Thai college or university ordinarily requires four years of full-time study. However, some courses may take longer. In some colleges or universities, a student may attend summer sessions and complete the degree in less time. This undergraduate program consists of courses in humanities, natural sciences, mathematics, social sciences, and a field of specialization (called a major).

In Thailand, a master's degree requires two or more years of specialized study beyond the bachelor's degree. Such work, together with work towards a doctorate, is considered graduate study. Only students whose undergraduate work has been of high quality are accepted for graduate work.

A doctorate degree requires two or more years of specialized study and research beyond the master's level, depending on the field of study. Only students with excellent records and exceptional potential are considered for doctoral study.

Trimesters, Trimester Hours, Course Load

Most colleges and universities in Thailand use a semester system of approximately 16 weeks long. However, Suranaree University of Technology has a trimester system of approximately 13 weeks long. The first trimester begins on May 27 and ends on August 24; the second trimester begins on September 6 and ends on December 4; the third trimester begins on January 3 and ends on April 2. Each trimester is a complete unit of study requiring examinations and completion of

course work. Grades are recorded on a student's permanent record at the end of every trimester.

A trimester hour is a unit of credit. One trimester hour of credit is given for a one class meeting of 60 minutes in length. A three-trimester-hour course usually consists of three 60 minute or two 90-minute meetings per week.

Course load refers to the total number of credit hours a student is enrolled in per trimester. An undergraduate course load is usually 9 to 22 credits. A graduate course load is 9 to 12 credit hours per trimester.

Grades

Grades are given to indicate the quality of work in a course. Grades are generally reported as A (Excellent), B (Good), C (Satisfactory), D (Poor), and F (Failure). Students must maintain an average of C as an undergraduate, and an average of B as a graduate student.

Graduate Course in English Language Studies

The graduate program in English Language Studies in The School of English encourages applications for admission from students from other countries since English is used as the medium of instruction. At present, The School of English at Suranaree University of Technology is offering only a master's degree in English Language Studies.

Admission requirements

1. International Student Applications

If you believe you are able to meet all the requirements, we invite you to apply to our program. You should write to the address below to request an application form:

The Office of Admissions
Students' Service Center
Suranaree University of Technology
Amphur Muang
Nakornratchasima 30000
Thailand

2. Application Fee

All international applicants are required to submit a 350 baht (US \$9) fee along with the application. This fee is non-refundable.

3. Test of English Proficiency

The test of English proficiency administered by the university is required for all applicants whose native language is not English. Only those who pass the minimum test score standard will be admitted to

the program. However, students whose TOEFL score is 550 or higher are not required to take the proficiency test.

4. Academic Transcripts or Credentials

For graduate admission, students must have completed an undergraduate degree or its equivalent from a recognized institution in English or in a field of study related to English. Students who did not major in English may be admitted to the program if they have at least two years of work experience using the English language on condition that they submit a letter from their employer indicating their experience and that they pass the test of English proficiency. They are also required to submit their transcripts and at least three letters of recommendation.

Financial matters

The following are the estimated expenses for one academic year for an unmarried international student:

Tuition and Fees (3 trimesters)	56,700 baht	(US\$ 1460)
University room rent	32,400 baht	(US\$ 830)
Miscellaneous (Books, clothing, etc.)	20,000 baht	(US\$ 500)
Total	109,100 baht	(US\$ 2790)

This represents estimated expenses. Additional funds are required if you are accompanied by dependents. Fees are subject to change and are revised year to year.

Financial aid and employment

International students should not plan to obtain work (either part-time or full-time), scholarships, fellowships or other financial assistance. Such aid is severely limited. However, some research assistantships and teaching assistantships are available in the School of English for highly qualified students.

Housing

Students are not required to live in university housing; however, the university operates dormitories for single students and special dormitories are available exclusively for graduate students. These apartments are also available for married students with dependents. The rent is 2700 baht per month (US\$ 70). Many students live off-campus in apartments, which is about 1500 baht per month (US\$ 40) for a studio room. Also close to campus, there are townhouses that may range from 2000 to 3500 baht per month (US\$ 52-90).

Faculty

Chair, Maneepen Apibalsri, Ph.D. (Texas Woman's State University)
Puangpen Intaprawat, Assistant Professor, D.A. (Illinois State University)
Siriluck Usaha, Assistant Professor, Ph.D. (Southern Illinois University-Carbondale)
Banjert Chongapiratanakul, D.Ed. (Pennsylvania State University)
Sarit Srikhao, Ph.D. (University of Missouri - Columbia)
Anchalee Wannaruk, Ph.D. (University of Illinois at Urbana-Champaign)
Dhirawit Pinyonathagarn, Ph.D. (University of Delhi)
Sanooch Na Thalang, Ph.D. (University of Essex)
Payom Konnumuang, Assistant Professor, M.Ed. (English and English Literature, Sri Nakharinwirot University-Prasannit)
Jeremy Ward, Assistant Professor, M.Ed. (Teaching English Overseas, Manchester University)
Peter Bint, M.Phil. (Phonetics, University of Leeds)
Kelly Hoar, M.A. (Linguistics, Ohio University)
Nattaya Puakpong, M.A. (TESOL, University of Illinois)
Sasiwan Parinyart, M.A. (Applied Linguistics, Macquaire University)
Suksan Supasetseree, M.A. (Teaching English, Kasetsart University)

M.A. English Language Studies

A candidate for the English Language Studies program should have majored in English as an undergraduate. Students with other undergraduate majors may be admitted provided their background in the study of English language is suitable. (see also item 4)

The MA is a six-trimester (two year) program with two plans of study:

Plan A (Thesis)

Course Work	33 credit hours
- Core Courses	15 credit hours
- Electives	18 credit hours
Master's Thesis	16 credit hours
Total	49 credit hours

Plan B (Special Project)

Course Work	42 credit hours
- Core Courses	15 credit hours
- Electives	27 credit hours
Special Project	9 credit hours
Total	51 credit hours

Courses

Core Courses (15 credits)

- 203501 English for Academic Purposes
- 203502 Advanced Academic Reading
- 203503 Advanced Academic Writing
- 203504 Research and Statistical Processes in English Language Studies
- 203505 Applications of Technology in English Language Studies

Electives for Professional Development (at least 9 credits)

- 203511 Second Language Acquisition
- 203512 English Phonetics
- 203513 English Morphology and Syntax
- 203514 English Teaching Methodology and Materials Selection
- 203515 Testing and Evaluation in English Language Studies
- 203516 Professional Experience in English Language Studies

Electives for Technology Applications (at least 6 credits)

- 203521 Computer-Assisted Language Learning
- 203522 Distance and Open-Learning Technology for Language Learning
- 203523 Multi Media Development English Language Studies

Free Electives (at least 3 credits)

- 203531 Applied Linguistics for English Language Studies
- 203532 Sociolinguistics
- 203533 Curriculum Development and Instructional Design
- 203534 Self-Access Resource Systems for Learner Independence
- 203535 Materials Development for Self-Instruction
- 203601 Research Methodology in English Language Studies
- 203620 Research Seminar in English Language Studies

EDUCATIONAL OPPORTUNITIES FOR INTERNATIONAL STUDENTS

GRADUATE PROGRAM IN ENGLISH LANGUAGE STUDIES

