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คณะภาษาและการสื่อสาร (ภส)	
เลขรับภายใน (ภส)	
เลขรับ	02009
วันที่	27/10/2566
เวลา	11:41

**ANNOUNCEMENT**  
**National Institute of Development Administration**  
**Application for Admission (Flexible Classes)**  
**Master of Arts Program in English Language Studies and Teaching**  
**(International Program)**  
**Class 35, Semester 1, Academic Year 2024 (Round 1 - 2)**

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The National Institute of Development Administration (NIDA) is accepting applications for admission to the Master of Arts Program in English Language Studies and Teaching (International Program), flexible classes (block courses) for the 1<sup>st</sup> semester of the academic year 2024.

### 1. Qualification of the Applicants

- 1.1 Applicants must hold a Bachelor's Degree in any field of study from an accredited academic institution either in Thailand or another country.
- 1.2 Applicants must have at least one year of work experience by August 5, 2024.
- 1.3 Applicants must be able to devote sufficient time to their study and research required by the program.

### 2. Application

Apply online by following these steps:

- 2.1 Go to the Institute's website at <https://entrance.nida.ac.th>
- 2.2 Log in to the system. For new users, register to get into the online application system.
- 2.3 Input the data to request a password.
- 2.4 Set a password and confirm the password.
- 2.5 Choose a school and a program of study for application form.
- 2.6 Fill out applicant's profile information.
- 2.7 Save the application information, verify the information and confirm the application.
- 2.8 Print out an invoice of application fee. Make the payment of **700 baht application fee**, via the following options:
  - Pay by credit card. Please read a manual for credit card payment at [http://edserv.nida.ac.th/th/images/document/credit\\_payment.pdf](http://edserv.nida.ac.th/th/images/document/credit_payment.pdf)
  - Pay at any branches of Bangkok Bank Public Company Limited;
  - Pay at any Counter Service Centers (7-eleven stores); or
  - Pay via SWIFT payment

**Bank name:** Bangkok Bank Public Company

**SWIFT Code:** BKKBTHBK

**Account Name:** NIDA Master's Degree School of Language and Communicatic

**Account Number:** 9440013770

- 2.9 Applicants are required to attach evidence of payment to their application documents.
- 2.10 Upload the required documents onto the Attached Files System or send the documents by e-mail to **applynida-w@nida.ac.th**, or by regular mail to: the Educational Service Division, The National Institute of Development Administration, 148 Serithai Road, Klongchan, Bangkok, Bangkok 10240, Tel. 0-2727-3370-73. Please note in the subject or on the envelope “Application documents for Master of Arts Program in English Language Studies and Teaching (International Program)”.

**Notes:**

- 1) The paid application fee is non-refundable.
- 2) The submitted documents will not be returned.
- 3) If applicants are unable to complete the documentation and payment process, the application will be considered invalid and the applicants will not be eligible for any examinations for admission.
- 4) The examination application is complete when the Institute verifies the application documents and payment made within the prescribed time. Applicants can check their application status two days after the payment has been made at <https://entrance.nida.ac.th>

**3. Required Documents**

- 3.1 Completed application form
- 3.2 Two of 1-inch photos taken not more than six months prior to the application date
- 3.3 A copy of identification card or passport (for non-Thai applicants)
- 3.4 A copy of an official transcript of undergraduate studies
- 3.5 Applicants with other diploma must submit a copy of official transcript of the diploma (in addition to a copy of official transcript of the Bachelor’s Degree as mentioned in 3.4)
- 3.6 A copy of employment verification letter (for applicants of weekend classes)
- 3.7 A certificate of change of name or surname (if applicable)
- 3.8 A Letter of Financial Support issued by an organization that offers a study grant or scholarship (if applicable)

**Note:** Applicants must submit all required documents before the interview date; otherwise, the application will be considered incomplete and will be voided. The student status will be automatically terminated, or subject to NIDA council’s discretion.

**For applicants who graduated from institutions outside Thailand, the following documents are required:**

- 3.9 A Letter of Confirmation on Standard Curriculum for the Bachelor’s Degree, which can be obtained by submitting a request along with a copy of a complete transcript directly to the Bureau of Standards and Evaluation at the Commission on Higher Education in Bangkok, Thailand (Contact the Educational Service Division for more information)
- 3.10 An Official Letter of Certification for their Bachelor’s Degree with their University Council’s approval as well as a complete transcript with the specified date of graduation. This can be sent directly to an email address: [applynida-w@nida.ac.th](mailto:applynida-w@nida.ac.th).

**Please specify in the email subject “Application for Admission to Master of Arts Program in English Language Studies and Teaching (International Program).”**

**Note:** Applicants graduated from an institute outside Thailand must submit these documents before the class start; otherwise, the application will be considered incomplete and will be voided. The student status will be automatically terminated, or subject to NIDA council’s discretion.

**NIDA reserves the right to examine documents and eligibility of an applicant at any time. If applicants are later found ineligible for admission after the acceptance has been given, the announcement of acceptance shall be considered null & void.**

#### **4. Selection Procedure**

4.1 English written examination and Interview (in-person or online)

4.2 The committee will evaluate applicants based on the following criteria:

- 1) Perspectives, concepts, attitudes and visions relating to English language studies and teaching
- 2) Educational background, work experience, and current job responsibilities
- 3) Critical and logical thinking
- 4) Personality
- 5) Opportunities for career advancement

4.3 Any decisions regarding the admission of students are subject to the discretion of the selection committee

#### **5. Admission Schedule**

<b>Activity</b>	<b>First Admission</b>	<b>Second Admission</b>
Application open	Now – February 9, 2024	March 1, - May 24, 2024
Applicants pay for application	Now – February 9, 2024	March 1, - May 24, 2024
Announcement of applicants eligible for the interview	February 14, 2024	June 5, 2024
Date and time for the interview	February 17, 2024 Time 1.00 p.m.	June 8, 2024 Time 1.00 p.m.
Announcement of the interview result	February 22, 2024	June 13, 2024
Registration for courses	between February 27 - 29, 2024	between June 25 - 27, 2024
Registration fees payment	between February 27 - March 1, 2024	between June 25 - 28, 2024
Commencement date	August 5, 2024	August 5, 2024

#### **6. Criteria for English Proficiency Test** (for applicants who have been admitted to the program)

6.1 All M.A. students are required to pass the NIDA test of English for Academic Purpose (NIDA TEAP) or submit TOEFL or IELTS scores before graduation.

6.2 Any test scores to be submitted must meet the following guidelines:

6.2.1 The NIDA TEAP score must be one year valid up to the submission date. (Apply for NIDA TEAP at the Centre for Language and Communication Development and Services, NIDA, Website: <http://lc.nida.ac.th>).

6.2.2 The TOEFL or IELTS scores must be two years valid up to the submission date. If applicants submit their TOEFL/ITP scores, the Institute will only consider the results of the test administered by NIDA.

## 7. Further Inquiries

7.1 The Graduate School of Language and Communication

Tel. +66 (0)61 775 6026

E-mail: [rumpung.m@hotmail.com](mailto:rumpung.m@hotmail.com)

Website: <http://lc.nida.ac.th>

7.2 Educational Service Division

Tel. +66 (0)2 727-3370 - 3373

E-mail: [applynida-w@nida.ac.th](mailto:applynida-w@nida.ac.th)

Website: <http://edserv.nida.ac.th>

## 8. Personal Data Protection

The Institute shall have the right to collect, use and/or disclose personal data of the selected applicants for the purpose of educational implementation in accordance with duty and authority of the Institute as well as to protect their personal data according to the Personal Data Protection Act, B.E. 2562 (2019).

### **\*\* Cautions for All Applicants \*\***

**The applicants must ensure they meet all the requirements announced by NIDA. Should the Institute find any applicant not meeting the requirements, that applicant will be disqualified and not eligible for consideration. Any payments previously made are non-refundable under any circumstances. In case the admission results are already announced, the application of the successful applicants who do not meet the requirements will be nullified.**

**Depending on the number of enrolees, the Institute reserves the rights not to offer any of the programs of study as specified in the curriculums in any given semester but may resume the program in a subsequent semester.**

**The Institute reserves the right to make adjustments relating to the admission schedules without prior notice.**

Date of Announcement: October 27, 2023



(Associate Professor Dr. Sombat Kusumavalee)  
Vice President for Academic and International Affairs