

[Translation]



Institute for Innovative Learning Announcement

Re: Criteria and Rates for Providing Thesis Support Scholarships in the Master of Science Program and Doctor of Philosophy Program in Science and Technology Education (International Program)

Institute for Innovative Learning, Mahidol University

Fiscal Year 2025

B.E. 2567 (A.D. 2024)

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It is deemed appropriate to establish the criteria and rates for providing thesis support scholarships in the Master of Science and Doctor of Philosophy programs in Science and Technology Education (International Program). Due to its policy of supporting students within these programs, the Program emphasizes the study and research of educational innovations designed to meet diverse learner needs and contexts. This focus results in expenditures for the development of educational innovations and research activities. Furthermore, the Program is dedicated to promoting and supporting students' theses to ensure they are of high quality, facilitating students' timely graduation in accordance with the program's study plan.

By virtue of Clause 22.4 and Clause 23 of Mahidol University Announcement on Regulations and Methods to Receive, Maintain, Disburse, Pay, and Control Money, B.E. 2551 (A.D. 2008) and its amendment, which is under Clause 38 of Mahidol University Regulations on Administration of Budget and Finance B.E. 2551 (A.D. 2008) and its amendment and the resolution of the meeting of the Institute for Innovative Learning's Administrative Committee No. 20/2567 dated 14<sup>th</sup> November 2024, the Director of the Institute for Innovative Learning hereby has issued the announcement as follows.

**Clause 1 In this announcement**

"University" means Mahidol University

"Institute" means the Institute for Innovative Learning, Mahidol University

"Faculty of Graduate Studies" means the Faculty of Graduate Studies, Mahidol University

"Director" means the Director of the Institute for Innovative Learning, Mahidol University

"Program Committee" means the committee responsible for managing the Master of Science Program in Science and Technology Education (International Program) and the committee responsible for managing the Doctor of Philosophy Program in Science and Technology Education (International Program) that has been appointed by the Dean of the Faculty of Graduate Studies to manage and develop the curriculum.

“Program” means the Master of Science Program in Science and Technology Education (International Program) and the Doctor of Philosophy Program in Science and Technology Education (International Program) at the Institute for Innovative Learning, Mahidol University.

“Student” means the student who is studying in the Master of Science Program in Science and Technology Education (International Program) or student who is studying in the Doctor of Philosophy Program at the Institute for Innovative Learning, Mahidol University.

“Scholarship” means the scholarship for providing thesis support scholarships in the Master of Science Program and Doctor of Philosophy Program in Science and Technology Education (International Program)

## **Clause 2 Scholarship Types and Amount**

The Institute shall allocate funds as scholarships for thesis support which divided into two types as follows.

2.1 Thesis Support Scholarships for students in the Master of Science Program in Science and Technology Education (International Program), with a total of 5 scholarships. Each scholarship will not exceed 20,000 Baht (THB).

2.2 Thesis Support Scholarships for students in the Doctor of Philosophy Program in Science and Technology Education (International Program), with a total of 10 scholarships. Each scholarship will not exceed 40,000 Baht (THB).

In cases where the number of applicants does not reach the expected level, the program committee has the authority to adjust the number of scholarships allocated.

## **Clause 3 Qualifications of Scholarship Applicants**

3.1 Being a student with student ID 65xxxxx onwards.

3.2 Being a student whose thesis title received approval from the Faculty of Graduate Studies within one year from the date of approval.

3.3 Being in good conduct and diligently pursuing studies, with no record of misconduct or educational disciplinary actions.

## **Clause 4 Scholarship Application Procedure and Documents**

### **4.1 Required Documents**

- (1) Thesis Support Scholarship Application form
- (2) Copy of Administrative Order: Title of Thesis and Thesis Advisory Committee
- (3) Grade Report
- (4) Copy of Research Supply Fee Payment Receipt
- (5) Summary of Expenses

#### 4.2 Application Procedure

Applicants must submit required documents for the scholarship application to Education subdivision, Institute for Innovative Learning as specified in item 4.1 and the application process must be completed by December 2024 for the first semester of academic year 2024, or by June 2025 for the second semester of academic year 2024. For further details, please contact the Education subdivision of the Institute at Tel: 0 2441 9734.

#### Clause 5 Consideration of the Scholarship

5.1 Once the Education Subdivision of the Institute has received the documents for the Scholarship application as specified in Clause 4.1, it shall verify the completeness and accuracy of the documents, and present them to the Program Committee for consideration.

5.2 The Program Committee shall select eligible scholarship recipients based on the qualifications of the applicants as specified in Clause 3 and the documents as specified in Clause 4. The decision of the Program Committee is considered final.

5.3 Once the Program Committee has determined the list of eligible scholarship recipients, it shall be submitted to the Board of the Institute and the Director for approval. The names of the scholarship recipients shall be announced on the Institute's website.

#### Clause 6 Scholarship Disbursement

6.1 The disbursement of the scholarship shall be carried out in accordance with the announcement by the Faculty of Graduate Studies, regarding the Criteria and Rates for Providing Thesis Support Scholarships in the Master of Science Program and Doctor of Philosophy Program in Science and Technology Education (International Program) Institute for Innovative Learning, Mahidol University Fiscal Year 2025 B.E. 2567 (A.D. 2024).

6.2 The Institute shall disburse the scholarship funds to the recipients after their thesis title has received approval from the Faculty of Graduate Studies within one year from the date of approval, along with approval from the Program Committee. The scholarship funds will then be distributed in installments, detailed as follows:

For Master of Science in Science and Technology Education (total amount not exceeding 20,000 THB per scholarship)

Process for Each Installment Payment	Allocated Amount per Installment
<b>First Installment:</b> Submit Research Thesis Plan and Estimated Expenditure Report	not to exceed 40 percent of the total amount of scholarship
<b>Second Installment:</b> Submit Progress Report	not to exceed 30 percent of the total amount of scholarship
<b>Third Installment:</b> Submit Report on Research Thesis Findings.	The remaining amount of the total scholarship

- 4 - / After receiving the first installment of funds ...

After receiving the first installment of funds, disbursements for subsequent installments must be made within a period of no more than 6 months from the date of receiving the first installment of funds. In addition, the total period of implementation must not exceed the period of study for the Master's Degree program (5 academic years) according to the Mahidol University Regulation on Graduate Studies B.E. 2567.

For Doctor of Philosophy programs in Science and Technology Education (total amount not exceeding 40,000 THB per scholarship)

Process for Each Installment Payment	Allocated Amount per Installment
<b>First Installment:</b> Submit Research Thesis Plan and Estimated Expenditure Report	not to exceed 30 percent of the total amount of scholarship
<b>Second Installment:</b> Submit Progress Report (1 <sup>st</sup> Submission)	not to exceed 30 percent of the total amount of scholarship
<b>Third Installment:</b> Submit Progress Report (2 <sup>nd</sup> Submission)	not to exceed 20 percent of the total amount of scholarship
<b>Fourth Installment:</b> Submit Report on Research Thesis Findings.	The remaining amount of the total scholarship

After receiving the first installment of funds, disbursements for subsequent installments must be made within a period of no more than 6 months from the date of receiving the first installment of funds. In addition, the total period of implementation must not exceed the period of study for the Doctoral degree program (8 academic years for those who have completed an undergraduate degree and proceed to a Doctoral program, or 6 academic years for those who have completed a Master's degree and proceed to a Doctoral program) according to the Mahidol University Regulation on Graduate Studies B.E. 2567.

If the full amount of scholarship is not used within the fiscal year, the remaining amount can be carried forward to the subsequent fiscal year.

6.3 The Institute shall disburse the scholarship funds to the recipients according to the following process:

- (1) The applicant applies for a scholarship with a summary of estimated expenses.
- (2) The Program Committee considers the eligibility of scholarship recipients
- (3) The applicant must complete the disbursement process for each installment, as specified in clause 6.2, to the Education Officer in the Education Subdivision of the Institute.
- (4) The Program shall then request approval for disbursement from the Faculty of Graduate Studies.
- (5) Once the Program receives the funds into its account, the Program shall transfer the funds from its account to the recipients' account.

### **Clause 7 Conditions for Receiving a Scholarship**

During the scholarship period, the recipient must avoid any form of misconduct and demonstrate consistent effort in their studies. The recipient shall not neglect, withdraw from, or terminate their studies without a valid and justifiable reason. The determination of misconduct or the validity of a reason shall be made at the discretion of the Director of the institute, with the recommendation of the Program Committee. Such decisions shall be final and binding.

### **Clause 8 Suspension, Termination and Revocation of the Scholarships**

8.1 The Institute shall suspend the disbursement of scholarship funds to recipients who take a leave of absence from their studies for a valid and justifiable reason. The suspension shall apply for the duration of the semester in which the recipient is on leave. Upon the recipient's return to continue their studies, The Institute shall reinstate the disbursement, provided that the next installment must be made within six (6) months from the recipient's return to active study.

8.2 The Institute will terminate the scholarship for a recipient in any of the following circumstances:

- (1) The recipient fails to comply with any of the conditions outlined in this announcement.
- (2) The recipient voluntarily waives their right to the scholarship, loses their student status, resigns from their studies, or takes a leave of absence without a valid and justifiable reason.

8.3 The Institute shall revoke the scholarship of a recipient if it is found that the recipient failed to meet any of the qualifications required for scholarship applicants as set forth in Clause 3 from the beginning, or if the recipient submitted false documentation or provided misleading or fraudulent information to obtain the scholarship.

### **Clause 9 Scholarship Repayment**

The scholarship described in this announcement is a non-repayable grant. Recipients are not required to fulfill any work obligations or make use of the scholarship funds beyond their intended purpose, which is solely for supporting thesis research.

**Clause 10** The Director is in the position of authority over this announcement. In case of any dispute, the judgment of the Director shall be considered final.

This announcement shall come into effect as of now.

Announced on 9<sup>th</sup> of December B.E. 2567 (A.D. 2024)

*(Signed) Chailerd Pichitpornchai*

(Assoc. Prof. Dr.Chailerd Pichitpornchai, M.D.)

Director of the Institute for Innovative Learning