



PRE-DEPARTURE HANDBOOK

FOR INTERNATIONAL STUDENT

The International Center for Engineering (ICE)

The International Center for Engineering (ICE) provides necessary services to both local and International students and respective departments within the Faculty of Engineering. The exchange program/Internship program that brought you here is administered jointly by among International Center for Engineering (ICE), the office of International affair (OIA) and a comparable office at your home university. Our friendly staffs are here to help you adjust to the new environment easily. Also, we are happy to answer all you inquiries, so please feel free to come to us with any questions or problems before, during, or after your semester or year at KMUTT.

Office Hours: Monday – Friday
08.30 hrs. - 16.30 hrs.
(Lunch Break from 12.00 hrs. to 13.00 hrs.)

Location: 1st flr., CB4, the Faculty of Engineering, Bangmod Campus, KMUTT
126 Pracha Uthit Rd., Bangmod, Thungkru,
Bangkok, 10140 Thailand

Telephone: +66 2 470 9026, 9024

E-mail: Mr. Noni nonemar.gor@mail.kmutt.ac.th or
Ms. Tik punnaruk.sun@mail.kmutt.ac.th

Facebook: International Center for Engineering, KMUTT

Website: <http://www.eng.kmutt.ac.th/ice/>

▪ BEFORE LEAVING HOME ▪

CHECKLIST ✓

1. APPLY FOR EXCHANGE PROGRAM

2. RECEIVE CONFIRMATION FROM
KMUTT

3. RECEIVE LETTER OF ACCEPTANCE +
PREDEPARTURE GUIDEBOOK

4. APPLY FOR STUDENT VISA
Non-immigrant visa- ED (Education)

5. PREPARE YOUR JOURNEY
(travel, accommodation, Insurance)

6. ARRIVE IN THAILAND

PREPARING FOR YOUR JOURNEY 😊

A well prepared journey will make your life a lot easier. Please make sure that you have plenty of time to organize things before you leave home. Kindly read this pre-departure handbook very carefully, it will help your preparation go smoothly.

□ APPLY FOR STUDENT VISA

As a fulltime/exchange student, **you are required to travel with Student Visa, formally known as Non-Immigrant Visa Education (Non-ED).**

You can apply for Non-ED visa at the Royal Thai Embassy or Royal Thai Consulate-General you have stated on your application form by using the original letter of Acceptance (LoA) from KMUTT, which will be sent to you by mail courier along with other documents specified by the Royal Thai Embassy of each countries.

NOTE: National of certain countries are required to apply for a visa only at the Thai Embassy or Consulate-General in their home/residence country.



WHAT TO DO



Check with Royal Thai Embassy's website for required documents.



Get all your documents ready!

STAY PERMIT EXTENSION (Visa extension)

With Non-Immigrant Educational Visa (Non-Ed), it will permit you to stay 90 days maximum of first entry to Thailand. If you have to study at KMUTT more than 90 days you need to get the permission to extend your stay permit at the Immigration Office in Thailand.



Once you apply for stay permit extension, you are permitted to stay in Thailand for a period of not exceeding 1 year according to your programme of study.

NOTE: For students who plan to do their internship at KMUTT, kindly be informed that we cannot issue the supporting letter for Stay Permit Extension if you do not hold a Non-ED visa.

RE-ENTRY PERMIT

For a single entry visa, if you have an extension of stay but would like to travel outside Thailand for a short period then you will need to apply for a Re-Entry permit.

☐ BOOK YOUR FLIGHT

For the semester exchange

We suggest you to arrive in Bangkok 2 weeks prior to the course start date in order to attend the compulsory orientation activities. It is important you arrive in time for the orientation week. This will help you settle into life in Bangkok more quickly.

The orientation program schedule will be sent via email along with a copy of the Letter of Agreement (LoA). You should plan your arrival at KMUTT on a weekday (Monday - Friday) between 08.30 - 16.30 hrs. , when university offices are open to assist you.

For Internship students (long or short period)

We suggest you to arrive in Bangkok one or 2 weeks prior to the workshop start date.

☐ FIND YOUR ACCOMMODATION

It is always best idea to arrange accommodation before arriving in Thailand. Student who plan to find accommodation after they arrive in Bangkok should arrange their own temporary accommodation before their departure. However, we do not recommend this as vacancies can be difficult to find if left to the last minute.

International Center for Engineering (ICE) can help you arrange and reserve a room. **If you wish ICE to make reservations for you, please inform us no later than one month prior to your arrival. And please be informed that ICE will not be responsible for any cost incurred for cancellation.**

QUICK FACT

- Most of the accommodation's reception is not available 24/7. Therefore, it would be better if you arrive during daytime.

- **All accommodation accepts cash only.**

- Bedding set is not provided. You can buy it at the supermarket near

KMUTT

ON-CAMPUS HOUSING

KMUTT International Residence aka Heliconia House

This place is a great choice for students who want to reside inside the university. All rooms are fully furnished with free Wifi internet. The rooms can be booked on sharing basis at 15,000-18,000 THB per month/room excluding water and electricity bills. Each rooms are limited to the maximum of 2 persons.

OFF-CAMPUS HOUSING






Most of them are private accommodation. All rooms are fully furnished with internet access. You will be requested to pay a security deposit for the room on your move-in date which is normally equivalent to 3 months' rent. You will get it back when moving out.

Here is a list of accommodation around Bangmod Campus:






▪ 14 Residence (Only for short stay)

	119 Suksawad Rd., Bang Phueng, Phra Pradaeng,
	Samut Prakan 10130, Thailand +66(2) 817-2277
	14residence@14apartment.com 
	20 minutes to KMUTT by car
	Single bed : 850-900 THB/day
	Double bed: Double bed 900 – 950 THB/day

▪ Cosmo Residence

	19 Pracha Uthit 21, Rat Burana Sub-District, Rat Burana District, Bangkok, Thailand
	+66(2) 870-8848, +66(81)824-5242
	https://www.facebook.com/cosmobangkok
	10 minutes walk to KMUTT
	7,000 THB/Month excluding cost of utilities.
	10,000 THB for security deposit for room:
	200 THB for keycard
	Total payment on move-in date : 17,200 THB

▪ Baan Sri Tra

	30 Soi Pracha Uthit 16, Pracha Uthit Rd., Rat Burana, Bangkok 10140, Thailand
	+66(2) 870-8079
	https://www.facebook.com/Baansritara
	10-15 minutes walk to KMUTT
	5,500 THB/Month excluding cost of utilities.
	5,000 THB for security deposit for room
	Total payment on move-in date : 10,500 THB

▪ U Residence (at least 1 semester contract)

	9 Puttha-Bucha 38, BangMod, ThungKru,
	Bangkok, Thailand +66(2) 426-4002
	info@uresidence.co.th 
	10 minutes walk to KMUTT
	6,400 THB/Month excluding cost of utilities.
	19,200 THB for security deposit for room
	Total payment on move-in date : 19,200 THB

☐ **AIRPORT-PICKUP SERVICE**

Airport pickup service is generally provided for incoming international students, please email us and present your flight itinerary.

☐ **MAKE SURE TO BRING YOUR INSURANCE**

Incoming exchange/internship students **must** have an international insurance that provides a wide range of both medical and accidental coverage throughout their stay in Thailand. International Center for Engineering (ICE) staff will check your insurance detail. KMUTT will not take any responsibility for any expenses incurred from hospital. Students have to use their own insurance.

☐ **PACK YOUR LUGGAGE**

☐ **DRESS CODE**

We recommend you to dress politely to class. White or light colored shirt (short or long sleeves) and polite colored trousers such as plain black, grey, blue or brown are advisable for male students, white or light colored short sleeves shirt and polite colored skirt/pants for female students. University service centers strictly request student to dress politely for any services to be provided. Sandals, sleeveless shirts, very short skirts or shorts are inappropriate cloth in university.

SEASONS AND CLIMATE



Summer: hot & humid (February - May)



Rainy season: hot & humid (June - October)



Winter: hot (during daytime), cool (during night) and dry

(November – January)

The average temperature range in Bangkok is 25 – 40 degree Celsius.

MONEY MATTER

You will need at least 20,000 – 25,000 THB each month. The money will be used to pay for accommodation, meal and transportation. For your first month in Bangkok, you may need up to 30,000 THB since you will also have to pay for a room deposit which is normally equivalent to 3 months' rent. Please be informed that the average living expenses can be higher or lower than this depending on your personal lifestyle.

QUICK Facts

- A plate of fried rice: 50 THB
- A bowl of noodle: 50 THB
- A hamburger at McDonald: 90 THB
- A bottle of water: 10 THB
- A can of Coke: 15 THB

Remember to always keep some cash with you (but not large amount of money) while staying in Thailand. Most of the small shops don't accept credit-card.

ELECTRICAL OUTLETS

The electricity in Thailand is 220 volts, 50 cycles/sec.



WELCOME TO THAILAND ☺

☐ CHECK THE ENTRY STAMP ON YOUR PASSPORT!

Once you are at an immigration counter, you must present your student visa to immigration officer and make sure that you get an entry stamp with the word “Non-ed” on it, and it should be valid for 90 days. If not, please mention it to the immigration officer immediately.

☐ HOW TO COME TO KMUTT

If you make a reservation on our airport transfer service, you can “Meet & Greet” with our student buddies at the airport. They will hold a KMUTT paging board

Meeting point: (unless announced otherwise)

Suvarnabhumi International Airport (BKK): Gate 4, Arrival hall, 2nd floor.

Don Muang Airport (DMK): Gate 6, Arrival hall, 2nd floor.

If you are not arriving during our pick up period, taking taxi is the most convenient way to get to KMUTT.

From Suvarnabhumi International Airport by taxi:

At Suvarnabhumi Airport, you should get a taxi through the Taxi Service Counter on the 1st floor. These taxis and drivers are certified by Airport of Thailand Public Company. They run by meter. The price starts at 35 THB plus 50 THB service charge at the counter. Taking an express way will help avoiding a traffic jam. It takes about 1 hour ride to KMUTT. The total price will be around 500-600 THB depending on the traffic at that time (50 THB for toll fee is included).

From Don Mueang International Airport by taxi:

This usually takes between 30 minutes to an hour depending on traffic. The approximate fare to KMUTT will be around 400 THB (toll fee cost 50THB). Leaving the airport via the taxi rank will incur a 50 THB surcharge and there is sometimes a long queue for taxis.

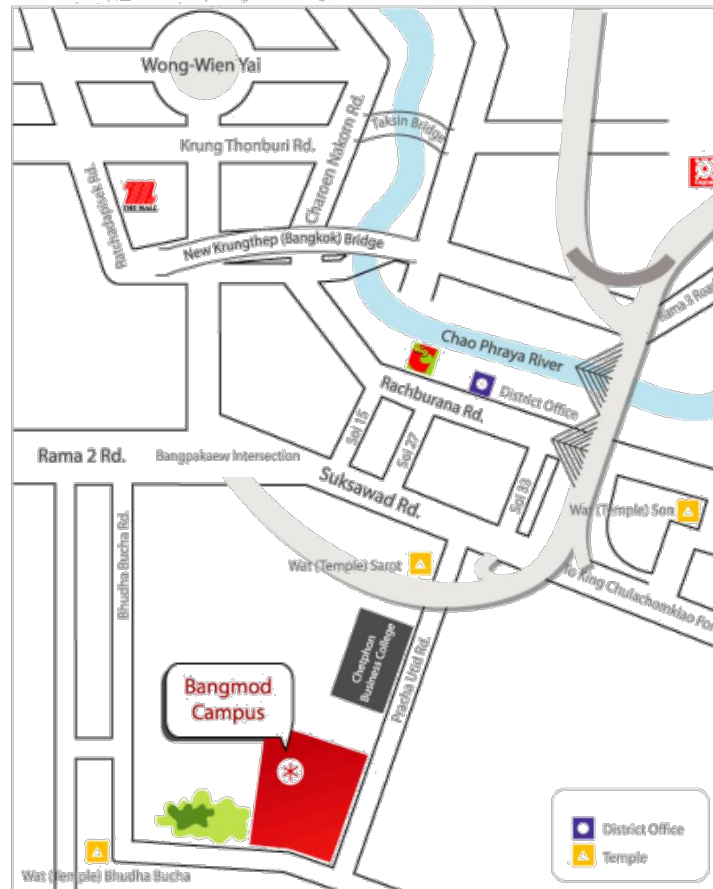
You can show the following card (Thai Language) to a taxi driver to get to KMUTT, Bangmod Campus.

ฉันต้องการไป.....

“มหาวิทยาลัยเทคโนโลยีพระจอมเกล้าธนบุรี (เทคโนโลยีบางมด)”

126 ถนนประชาอุทิศ แขวงบางมด เขตทุ่งครุ กทม. 10140

**Map of King Mongkut's University of Technology Thonburi
Main (Bangmod) Campus Map**



□ CHECK-IN AND REPORT TO ICE

As a KMUTT student, you must check in and report to ICE during the working hours within 2 working days upon arrival at our KMUTT, Bangmod Campus. All international students are required under the terms of their visas to check in officially at office of International affair (OIA) for helping to file important information and documents for immigration purposes. You will need your passport with the white arrival card (TM 6) attached, as well as your visa (non-immigrant ED visa) in order to check in. After you report to OIA & submit all the above required documents, you will be provided with the following facilities:

- The internet account which you can access around KMUTT campus.
- KMUTT Information Package, Survival Kits, Bangkok Map & Etc.

SEE YOU IN THAILAND REAL SOON 😊

Let's speak Thai!

GREETINGS

Hello/ Hi: Sawas Dee Ka (Female)/ Krab (Male)

How are you?: Sabai Dee Mai Ka/Krab?

Nice to meet you: Yin Dee Tee Dai Roo Jak Ka/ Krab

Nice to meet you too: Yin Dee Tee Dai Roo Jak Chen Kan Ka/Krab

INTRODUCE YOURSELF

What is your name?: Khun Chaeu Arai Ka/Krab?

My name is...: Chan (Female)/ Phom (Male) Chaeu (name) Ka/Krab

Where are you from? : Khun Ma Jak Pratet Arai Ka/Krab?

I am from ...: Chan/ Phom Ma Jaak (country)

NUMBERS

How much? : Tao Rai?

Numbers Thai number Pronunciation Thai Pronunciation

0	๐	Soon	ศูนย์	6	๖	Hok	หก
1	๑	Neung	หนึ่ง	7	๗	Jed	เจ็ด
2	๒	Song	สอง	8	๘	Pbaet	แปด
3	๓	Sam	สาม	9	๙	Kao	เก้า
4	๔	See	สี่	10	๑๐	Sip	สิบ
5	๕	Ha	ห้า				

FOOD/ DRINKS

Breakfast: A-han Chao

Lunch: A-han Klang Wan

Dinner: A-han Yen

Rice: Khao

Noodles: Cuay Teow

Still water: Nam Plao

Spicy: Phed

Very: Maak

Chicken: Gai

Pork: Moo

Fish: Pla

Beef: Neua

Shrimp/ Prawn: Kung

Mollusk: Hoi

Seafood: Talay

A little : Noi

DIRECTIONS/ TRANSPORTATION

Go ahead: Trong Pai

Stop here: Yood Trong

Turn left: Leow Sai

Turn right: Leow Khwa

Fast: Raew

Slow: Chaa

Express way: Tang Duan

VERB

Speak/Talk: Pood

Hungry: Hew

Sleep: Non

Sit: Nang

Run: Wing

Walk: Dauen

Go: Pai

Yes (I am): Chai

No (I am not): Mai Chai

Yes (I do/can): Dai

No (I don't/ cannot): Mai Dai

Dos & Don'ts

Something you should or shouldn't do!

The Nation

The national anthem is played every day at 8.00 am and 6.00 pm.

Everyone expected to stop and stand still to give respect to the anthem.

The Monarchy

The monarchy is revered by all Thais and people simply will not tolerate any lack of respect towards any members of the royal family.

Religion

Thailand's national religion is Buddhism (although there are significant numbers of Muslims and a minority group of Christians) and it is very important to be respectful as far as the religion is concerned. Always dress 'politely' when entering a temple or religious shrine. Buddhist monks are not allowed to touch or be touched by a woman or accept anything a woman might offer.

Social gestures

Shoes

- Don't wear shoes inside temple where Buddha images are kept.
- Take your shoes off before entering someone's home.

Greetings

Thais do not shake hands; they 'wai' – a gesture made by placing your hands together in front of your face and bowing a little.

The head & feet

-Thais regard the head as the highest part of the body – the temple of the body as it were.

As such touching someone's head is entirely unacceptable.

-Whereas the head is the highest point of the body, the feet are the lowest. Do not point at things with your feet, and do not point your feet at anyone.

Classroom gesture

-Please be reminded to dress politely while entering classrooms or seeing professors.

-Sandals, sleeveless shirts, very short skirts or shorts are inappropriate clothes in university.