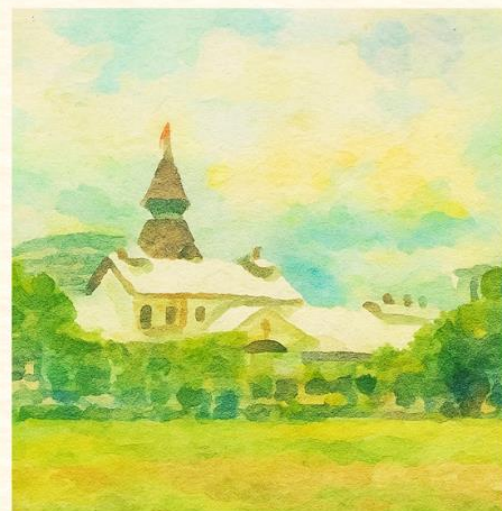




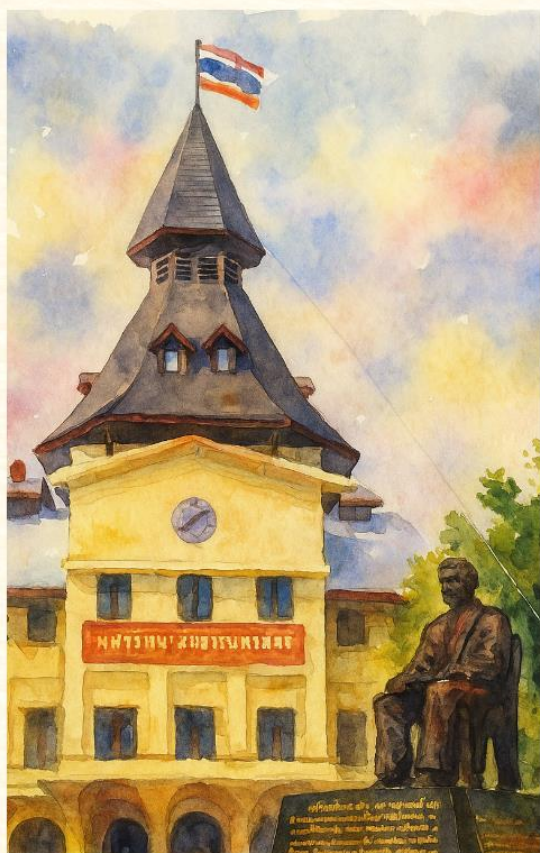
THAMMASAT UNIVERSITY
FACULTY OF SOCIAL ADMINISTRATION

EXCHANGE



STUDENT HANDBOOK

ACADEMIC
YEAR 2026



B.A. in Social Policy and Development (International Program)

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ABOUT SPD PROGRAMME

About SPD Program



THAMMASAT UNIVERSITY
FACULTY OF SOCIAL ADMINISTRATION

The Social Policy and Development (SPD) program is an international Bachelor of Arts program. The curriculum will last for four years and all courses are entirely taught in English. The program was launched in 2013 and its mission is encapsulated today in the motto:

"Empowering students, inspiring change"

We prepare our students to work for non-governmental organisations (NGOs), charities, international organisations, academia or the public sector by training them to be social agents who are aware of today's problems and tomorrow's solutions.

Our values and philosophy

The SPD team consists of experienced and innovative academics both from Thailand and abroad. These diverse lecturers and foreign experts ensure that students are exposed to a wide range of approaches and worldviews so that each can find one which fits each students' expectations. At the core of SPD values are open-mindedness, critical thinking and intellectual rigour.

SPD program's formation aims at keeping in touch with the demand of the job market and emerging social trends. To ensure that no significant gaps exist between the curriculum and the professional world, the SPD team has established extensive public and private partnerships with different professional social agents in Thailand. Students are given frequent opportunities to meet and discuss with experts on various social issues during lectures or special seminars organized every semester, as well as during mandatory or optional internships.

REGISTRATION FOR NEW STUDENTS

Registration for new student

Find your student ID

You can find your student ID by visiting

<https://vnweb68.reg.tu.ac.th/registrar/searchnewstudent>

Registration for new student processes

You can find the registration for new students processes including student ID card via

<https://reg.tu.ac.th/content/25>

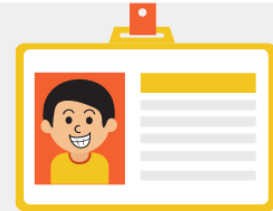
Photo upload for student ID card



THAMMASAT UNIVERSITY
FACULTY OF SOCIAL ADMINISTRATION

Photo upload instructions

HOW TO UPLOAD A PHOTO FOR YOUR STUDENT ID CARD?



1.

For your photo to be accepted it will need to be:
a. a clear, recent headshot, with your facing forward and looking straight at the camera
b. your eyes must be open and clearly visible (with no sunglasses) In background colour, must be white or blue.



2.

For male students: You must wear a long-sleeved white shirt with a navy-colored university tie. Additionally, you should wear a university brooch on the tie.
For female students: You must wear a short-sleeved white shirt. Ensure that the neckline and chest line are buttoned, and wear a silver metal Thammasat emblem on the shirt. Also, wear a brooch on the left side of your chest.

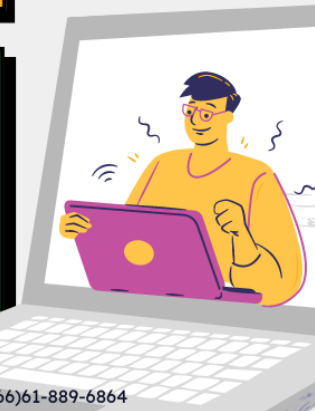


3.

Format and Size

Final image quality is important. Your image must:

- be in JPEG format. An example filename is: SPD001.jpg or SPD001.jpeg
- have dimensions of 5 x 6 centimeters and image resolution of 300 dpi.
- the picture size should be not less than 50 KB and should not exceed 1 MB



ACADEMIC

Academic

Academic Calendar

Regular Semester System

Semester	Classes Begin	Classes End
First	Mid-August	Mid-December
Second	Mid-January	Mid-May
Summer	June	July

Please find the academic calendar of the Academic Year 2026 in Annex 1

Examination

The assessment will depend on the instructor and nature of learning in that class. Most classes have midterm and final exams, and others require writing papers, class participation and project presentation.

Class attendance is mandatory. Students who attend less than 80% of classes will not be eligible to take the final exam.

The course outline with grading criteria for each course will be announced to the students during the first few weeks during the beginning of the course.

Grading

Thammasat University employs three types of grading as follows:

1. Percentage System

Definition	Letters	Attached Point
Excellent	A	4.0
Very Good	B+	3.5
Good	B	3.0
Almost Good	C+	2.5
Fair	C	2.0
Almost Fair	D+	1.5
Poor	D	1.0
Failed	F	0

2. Grade-Point System (4 scale)

Grade-Point of Undergraduate level

A = 4.0 / B+ = 3.5 / B = 3.0 / C+ = 2.5 / C = 2.0 / D+ = 1.5 / D = 1.0 / F = 0

Student must receive the Cumulative Grade Point Average not below 2.00 to graduate in any Bachelor's Degree

3. None Numeric Grade

Letters	Definition
S	Satisfactory
U	Unsatisfactory
ACC	Accreditation
EXE	Exempted
I	Incomplete
W	Withdraw
AUD	Audit

Transcript

The SPD Program will email a soft copy of your transcript to coordinators and students. For the hard copy of your transcript will be sent to the student's home university directly by OIA Thammasat University. The Students will obtain the transcript after the semester ended around 2 months.

COURSE ENROLLMENT

Course Enrollment

Student must complete registration before the first day of the semester. The registration must be done in person on the specified date from SPD Office.

All exchange students are required to register for at least 3 courses (9 Credits) per semester to maintain their status as exchange students.

If students want to enroll in the course from another faculty/program (other course code such as PLD100, THS111 etc.), please let us know as soon as possible before the first day of the semester

Adding Courses

With the approval of an academic advisor and course instructor, **a student may register for additional courses no later than 7 days after the beginning of the semester.** Registration for additional courses beyond this period will be permitted only under special circumstances, and with the approval of the SPD program director.

Dropping Courses

- **Period 1: Within the first 7 days of the semester**

Student may drop their courses if the semester does not have less than 9 credits. The course withdrawal will not appear on the academic record or transcript

- **Period 2: Between the 3rd week and the 10th week of the semester**

Students may withdraw from a course, but the letter “W” will appear on the transcript.

- **Period 3: After the first 10 week of the semester**

No withdrawals are permitted without the approval of the SPD program director and/or the dean of the faculty.

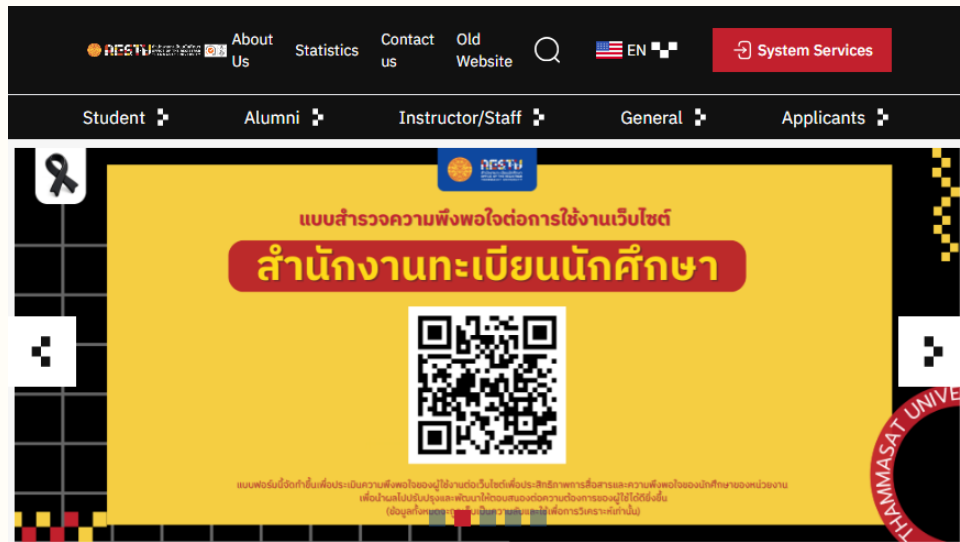
Send the request form to SPD Office

When you make the decision to choose the course you want to enroll in, please send the request form **(Annex 3)** for enroll in the course to SPD Office via spdtu@tu.ac.th or spd.thammasat@gmail.com before the first day of the semester.

Checking your courses enrollment

You can check your course enrollment, course schedule, or examination date via the 2 ways described below:

➤ Thammasat Registrar's Office Website



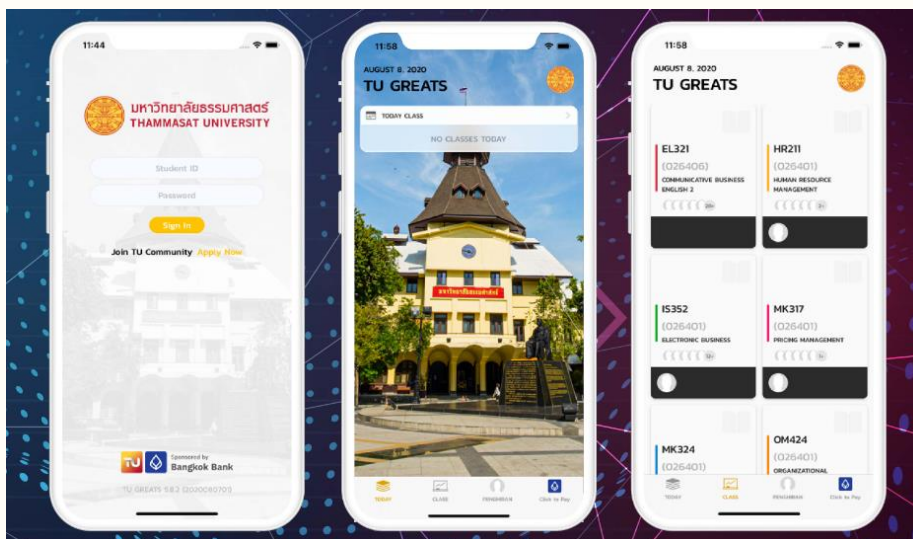
Visit <https://reg.tu.ac.th/>

Log in by using →

User Name: Your Student ID Number
Password: Your Passport Number*

★ **Note:** in case your passport number have some alphabet, please use the alphabet as lower case

➤ TU GREAT APP



Download iOS: https://apple.co/2DORSQm?fbclid=IwAR0rtqnA41tLE507ei2Os_lwieOZW-elv1fgW8YEdtK62GkHP7BiF5AhNmW

Download Android:

https://bit.ly/31tg1Es?fbclid=IwAR0lmiz0z9lhdsPjss_ShOpyhJM6vyLI_yMSVDKiwUYvAy2n2szSxw_siY

SPD COURSE DESCRIPTION

SPD Course Descriptions

TU101 Thailand, ASEAN, and the World (3 Credits)

Study of significant phenomena around the world, in the ASEAN region and in Thailand in terms of their political, economic and sociocultural dimensions. This is done through approaches, theories and principles of social science research via discussion and raising examples of situations or people of interest. The purpose of this is to create a perspective of diversity, to understand the complexity of global interrelationships, to build a global mindset and to be able to challenge old paradigms and open up a new, broader worldview.

SPD111 Academic Writing I (3 Credits)

Academic writing introduces basic formats in research writing, word and phrasal usages, identification of sources, development of proposal and outline, content arrangement, and correct use of citing and referencing.

SPD112 Academic Writing II (3 Credits)

This course will develop students' ability to write in a professional and academic manner while advancing students' analytical and critical thinking skills. It encourages the appropriate use of terminology and phrases; provides insight into the mechanics of a social science paper and its various sections; and focusses on how to create a logical, clear, concise, and well-structured paper. This will involve learning about professional academic writing based on global standards and guidelines on writing structure, format, content, methodology and citations that are used by reputed international and regional journals.

TU102 Life & Aesthetics (3 Credits)

The course investigates aesthetic and fundamental elements of art and built environment. These include appreciation in value and meaning, analyses and criticisms, and connections to lives and social contexts.

LAS101 Critical Thinking, Reading, and Writing (3 Credits)

Development of critical thinking through questioning, analytical, synthetic and evaluation skills. Students learn how to read without necessarily accepting all the information presented in the text, but rather consider the content in depth, taking into account the objectives, perspectives, assumptions, bias and supporting evidence, as well as logic or strategies leading to the author's conclusion. The purpose is to apply these methods to students' own persuasive writing based on information researched from various sources, using effective presentation techniques.

LAS105 Philosophy and Religious Studies for Citizenship (3 Credits)

Philosophy promotes citizenship. Philosophy is a discipline that explicate logic, identify fallacious reasoning, analyse argument, analyse concept, and make one's own argument. These cognitive skills are essential for liberal democratic society which accepts plurality. Citizen must be able to corroboratively analyse and criticise argument in important topics. In the latter half, religious studies enable students to explain origin, essence, and dynamic of religions on society. It also equips students with critical thinking on the plurality of good and evil. This promotes quality conversations among citizens.

TU103 Life and Sustainability (3 Credits)

This course provides an introduction to the importance of life-cycle systems perspectives in understanding major challenges and solutions to achieving more sustainable societies in this changing world. Students will learn about the relationship between mankind and the environment in the context of energy and resource use, consumption and development, and environmental constraints. Furthermore, an examination of social conflict and change from the life-cycle perspective will be used to develop an understanding of potential solution pathways for sustainable lifestyle modifications.

TU107 Digital Skills and Problem Solving (3 Credits)

Basic computational thinking skill for solving problems and developing new social and economic opportunities. Efficient access and search for information. Information reliability evaluation. Filtering and managing information systematically. Ethical digital usage and professional online communication.

TU108 Self Development and Management (3 Credits)

Coping with and adaptation to university life. Development of social skill and emotional intelligence. Self-understanding and planning for the future. Personality and social etiquette. Lifelong learning. Learning to live harmoniously and respectfully with others and the society. Holistic healthcare.

TU100 Civic Engagement (3 Credits)

Instillation of social conscience and awareness of one's role and duties as a good global citizen. This is done through a variety of methods such as lectures, discussion of various case studies and field study outings. Students are required to organise a campaign to raise awareness or bring about change in an area of their interest.

SO201 Introduction to Sociology (3 Credits)

A comprehensive introduction to the discipline of sociology and its foundational concepts, theoretical perspectives and methods. Analyse society from a sociological imagination; connect experiences of individuals with broader socio-cultural structures and contexts. Characteristics of basic social relationships and social units such as social groups, organisations, and society; their patterns of interrelations and processes of changes. Develop an analytical and critical thinking toward social phenomena.

PY200 General Psychology (3 Credits)

Psychological concepts understanding human behavior such as biological foundations, perception, learning, cognition, human development, emotions and motivation, personality, society, and psychological disorders

LB100 Introduction to Law and Legal System (3 Credits)

This course explores the scope of legal study, interrelations among laws and other sciences. Legal systems, definition, background, and sources of law will also be examined as well as legal methods, classification of laws, and fundamental concepts of law, such as rights, duties, scope of rights, and principle of good faith. General principles of law enshrined in the Civil and Commercial Code Book I, such as those concerning persons, juristic acts, and property, which are fundamental to the Thai legal system are also discussed.

EE210 Introductory Economics (3 Credits)

This course introduces the economic method of thinking to better understand real-world decision-making and improve analytical skills to better understand business and policy concerns. The fundamentals of modern economics, the general principles of microeconomics and macroeconomics, are introduced. Microeconomics covers how to apply the fundamental economic principles that explain why individuals and businesses make decisions with limited resources. The interactions of supply and demand in market operations are covered, as well as a variety of market structures ranging from monopoly to perfect competition. Furthermore, the course explores different sorts of failures and how government intervention policies might increase social welfare. Microeconomics covers how to apply the fundamental economic principles that explain why individuals and businesses make decisions with limited resources. The interactions of supply and demand in market operations are covered, as well as a variety of market structures ranging from monopoly to perfect competition. Furthermore, the course explores different sorts of failures and how government intervention policies might increase social welfare.

SPD110 Social Change and Contemporary Issues (3 Credits)

This course explores evidence-based analysis of the dynamics of social change; factors contributing to social integration or social problems; proactive and reactive measures to respond to social problems; and case studies of the dynamics of social change and contemporary issues in social policy in Thailand and other countries. The course encourages students to think critically about the meaning and methods of creating sustainable change in the world.

SPD211 Human Behaviour in the Social Environment (3 Credits)

Knowledge and understanding of empirically-based theories of human development and social functioning at the individual, family, group, community, organisational, and societal levels with application in explaining complex interactions between individuals and the social environment.

SPD213 Social Research Methods for Social Policy and Development (3 Credits)

Concepts of both qualitative and quantitative methods in social research are introduced by covering the types of research method, research question, research design, data collection, data analysis and interpretation, and research ethics. Students have the opportunity to learn the processes of social science research: identification of a research problem, review of literature, variables, research designs, hypotheses, sampling, research instruments and data collection, data analysis by appropriate descriptive or inferential statistics, and preparation of a research report.

SPD214 Urban-Rural Development and Community Organizations (3 Credits)

This course explores the different perspectives and concepts of urban and rural development including the process of urbanization, diverse population and demographic trends, urban planning, urban growth and decline, governance, natural environment concerns, sustainability, and the impact of globalisation. Students will examine theories and practices of community development both in rural and urban areas as well as their context and changes. The course will also include analysis of key issues such as rural-urban poverty, agriculture, education, social services, equal opportunity, migration and community dynamics, especially among marginalized and vulnerable families and communities in both urban and rural contexts.

SPD212 Philosophies and Concepts for Development and Social Policy (3 Credits)

This course will provide a fundamental knowledge on philosophies and concepts for development and social policy – its definition, theory, approaches and methods for studying social issues and development. It will also discuss the inter-disciplinary nature and relevance of social policy for government policy and civil society engagement, based on global and regional frameworks – including case studies of national social policy and practices in various fields.

SPD216 Social Policy Theories and Practice (3 Credits)

An introduction to social policy as a field of study. This course aims to link theory to the understanding of social policy in practice and develops critical awareness of social policy in its social context. Lectures will reflect upon issues surrounding welfare mode and delivery, as well as the role of the state and the market in social services and social administration. Students will also have the chance to develop a social policy memo.

SPD318 Civil Society Management and Development (3 Credits)

This course focusses on the nature and analysis of organisations in the civil society sector; motivations to work emphasising non-fiscal incentives; laws concerning non-profit organisations; fund raising and management of human resources and other components in a development and social welfare organisation. It also explores the typology of civil society organisations, the politics and development of civil society organisations, as well as the social role and impact of civil society organisations on sustainably solving social problems and government-civil society relationships.

SPD215 Business and Social Development (3 Credits)

This course focuses on key characteristics of business and entrepreneurial approaches, covering basic business functions such as operation, marketing, finance, accounting, management information system, and human resource management. An understanding of these key functions will provide a solid foundation for developing a corporate social responsibility business plan drawing on the UN Human Rights and Sustainable Development Goals framework.

SPD217 Gender and Social Diversity (3 Credits)

Gender, race, class, and culture in the Western world in comparison with the ASEAN region and Thai society; roles and status of people, in particular of the underprivileged. The course will introduce the concept of gender and discuss it within the framework of development. It will also look at how sexuality and gender are constructed over time and the different strategies women and sexual minorities have employed in order to improve their position in society. This course also covers various aspects of social diversity, including discussions of disability, ethnicity, and how marginalised cultural and social groups fare in an increasingly global multicultural society. This includes a sociological and cultural analysis of various groups and the relationship between them, their economic and political status and influence in Thai society.

SPD218 Welfare Economics (3 Credits)

Introduction to welfare economics theory with understanding of utility maximization and modes of the free market (mixed and socialist welfare systems), market failures and public and private interventions. This course focuses on the political economy and policy-making processes as well as stakeholders' interest. Students will also learn about the design and consequences of various economic policy instruments with a concentration on income redistribution, efficiency of resource allocation and social security.

SPD310 Development and Welfare Programs Management (3 Credits)

The project cycle and problems in each step; appraisals of social welfare alternatives; monitoring tools; and evaluation of the effectiveness and efficiency of social welfare programs with an emphasis on social and economic analytical methods and assessment.

SPD311 Globalisation and International Development Paradigms (3 Credits)

A historical review of significant mainstream and alternative development paradigms; international social and economic contexts influencing particular development paradigms; empirical evidence of development impact upon the quality of life of marginalised groups; and the development theories of contemporary thinkers.

SPD312 Global Social Welfare Policy and Administration (3 Credits)

Comparative studies of social policy components and administration in ASEAN member countries and Western states, covering topics including social expenditures, theories and approaches to welfare provision and management, effectiveness of the welfare states, education, public health, housing, employment, taxation, social capital, civil society, social security, and social or welfare rights as well as social, economic, and political considerations that shape the welfare state.

SPD313 Socio-Political Economies of Global Communities (3 Credits)

Understanding of social and political aspects of economic dynamics and functioning as influenced by globalisation. A study of how economies are integrating and disintegrating amidst social and political changes that take place at the regional and global levels.

SPD314 International Organisations and Human Rights Frameworks (3 Credits)

A study of international organisations concerning human rights, including intergovernmental bodies under the UN system, ASEAN and other regional and international mechanisms; study of international normative and legal frameworks relating to human rights focusing on international laws, conventions, and treaties.

SPD315 Social Protection (3 Credits)

Southeast Asian countries have developed increasingly complex social protection initiatives and systems. This course will review the overall policy design, implementation, monitoring and assessment of the efficiency and effectiveness of social protections systems in the region. It will discuss both the wider context of social protection interventions and the technicalities of their design and their implementation – including targeting, financing, monitoring and evaluation. Lessons learnt from other countries in the region and elsewhere will also be included.

SPD316 Negotiation and Conflict Resolution (3 Credits)

This course will discuss the theories and approaches to conflict resolution based on case studies from specific countries. It will also include review of the approaches and methodology of negotiations and mediation as part of conflict resolution initiatives. Relevant international, regional and national conventions and policy frameworks that have been developed for conflict resolution will also be included in this course.

SPD317 Communication for Social Changes (3 Credits)

A basic grounding in contemporary mass communication theories and models that lead to effective planning and designing of communication materials used for social change and behavior change theories and techniques for strategic change, application of knowledge through an applied research project and integration of communication concepts with on-going projects.

SPD447 Social Entrepreneurship and Social Innovation (3 Credits)

A study of social entrepreneurs in different contexts, and an introduction to valuable tools for creative and sustainable thinking and solutions in addressing social problems. Through engagement with guest lectures and practitioners in social enterprise, students will learn how social entrepreneurship can be represented as a force for social change, combining both theory and practice relating to social impact and social innovation. In consultation with the lecturer and their peers, students will develop an innovative and sustainable social business plan.

SPD450 Seminar: Skills for Work (3 Credits)

Students, while reflecting on their internships and other work-related experiences, hone a core set of skills and traits in preparation for future employment. This course aims to build students' knowledge and understanding of organisational environment and culture through active discussions and reflections on workplace-related themes. Through student-led discussions, seminars, fora and roundtable sessions, students enhance presentation, engagement, and communications skills through classroom leadership, and also start building their networks and contacts with prospective employers.

SPD451 Research for Social Development (3 Credits)

Research proposal development and research report writing are skills that are in high demand in development work, non-profit organisations, businesses, community-based organisations and academic research. This course will equip students with the relevant skills to produce high-quality research proposals and successful research reports. It will provide the opportunity for students to engage with, and learn from, best practice from experts in the field of research. Students will be required to undertake a comparative research study on a significant social issue facing Thailand and another Southeast Asian country. Students will engage with experts and practitioners working in the students' research areas and will have the opportunity to present their final research.

SPD452 Applied Community Development Project Management (3 Credits)

An opportunity for students to apply knowledge of social policy and development interdisciplinary approaches to direct, experiential learning with local communities and partners. This course encourages students to initiate and implement a specific development project in collaboration with communities and other stakeholders, through identifying community needs, and managing, analysing, and evaluating the project's progress under the supervision of field and academic supervisors. Through a combination of field practices, tutorials, and workshops, project management skills will be developed ranging from the ability to set clear project goals and outcomes and propose policy recommendations to developing leadership, analytical thinking, team-working, problem-solving and applied research work skills.

SPD440 Transnational Corporations and Labour Welfare (3 Credits)

This course will explore international labour migration, displacement, and investments caused by globalisation; evidence of cross-country labour migration and activities carried out by multinational corporations; the impact of transnational corporations on the national social, economic, and political developments of nation states; and issues of workers' rights and quality of life of both foreign labour and local workers in multinational enterprises. It will investigate international declarations, conventions, and protocols as well as national legislation pertinent to welfare rights of transnational labour, displaced persons, and local workers in multinational corporations; multi-layered citizenship and transnational social policies; and applicable theories in welfare provision for human resource development in a multi-national corporation.

SPD441 Climate Change and Disaster Management (3 Credits)

A study of climate change and major disasters such as earthquakes, tsunamis, floods, landslides, fire, terrorism and nuclear accidents; their socio-economic impact on the well-being of people and communities at the national, regional and global levels; an analysis of hazards and risks; and the roles and responsibilities of international communities, state and private agencies in responding to the impact of climate change and disasters and recovery work. This course will also explore early protection by international frameworks such as the United Nations Framework Convention on Climate Change, Kyoto Protocol and Paris Agreement, and social welfare measures such as social insurance, disaster education, and financial planning; regional and national emergency center management with a focus on welfare provision; and rehabilitation programs for disaster victims and their communities after the incident.

SPD442 Migration in a Global Context (3 Credits)

This course introduces methods to analyze international and internal migration. The focus is on economic migrants, including trafficked people, and refugees. The causes of people movement and its consequences for the migrants and refugees and the recipient society are studied. Government policies on immigrants are examined from the viewpoint of advancing the economy, national security, satisfying public sentiment and obligations to international treaties. Comparisons will be drawn between policies on immigrants in Southeast Asia and in Europe and North America.

SPD443 Social Gerontology and Ageing Studies (3 Credits)

A study of the demography of population ageing and ageing process, particularly as it relates to psychological and sociological age changes. Theories of ageing, attitudes toward ageing and the impact that the increasing number of elderly has on society will be examined. This course will identify and trace the history and development of major social policies and programs that affect older persons.

SPD444 Globalisation and Child Rights (3 Credits)

This course provides an overview of children's rights using a human rights approach in the context of globalisation and the child, family, community and societal context in Asia. Starting with an understanding of current knowledge and research in childhood and child development, the course seeks to provide a comprehensive understanding of the historical evolution of the rights of children, discuss the main principles and provisions of the United Nations Convention on the Rights of the Children (UN-CRC) – including monitoring and reporting; current issues and challenges faced in countries in Asia in relation to child rights (social policy, social protection, education, urban-rural child labour and child protection) and the key child rights institutions and movements that have developed in the region over the past years.

SPD445 Public Health and Social Well-Being (3 Credits)

This course will review the formation and practices of public health policies, welfare, and laws in selected countries in the Southeast Asia region as they have evolved over time and assess the programs, services, and their capacity and impact on public health and social wellbeing. Special focus will be placed on Non-Communicable Diseases (NCDs), and pandemics such as Avian Influenza, and COVID-19. Other topics to be explored include Health Information Systems, Adolescent-friendly Health Services, Health Monitoring, and Health and Environment.

SPD446 Digitization and Social Transformation (3 Credits)

This course provides an in-depth analysis and critique of digital transformation and in particular the rapid development of digital technologies, the digital economy and e-government, big data and their impact on social issues and social policy in Thailand, the Southeast Asian region and other parts of the world. Rights, inequality, individual identity and privacy affected by the digital divide and digital literacy and new social measures and policy directions will also be investigated.

SPD COURSE POLICY

1. Attendance

Students are required to attend a minimum of 80% of lectures for each course. If less than 80%, students are not allowed to attend the final examination. In the case that there is no final examination but a final paper or research paper, the latter will not be marked.

Students who arrive over 15 minutes late will be considered absent.

Late attendance and leave:

In the event of late attendance or leave, students are required to inform the course administrator in advance in writing with a valid reason and evidence, for example, medical certificate, letter from third party (parents/sibling/guardians) and/or photos. The course administrator can consider an approval of absence without penalty.

Any late attendance and leave without a valid reason and supporting evidence will be considered as absent.

In the case in which the student provides a valid reason and supporting evidence, course administrators may ask the students who miss a minimum of 80% of lectures to undertake an additional assignment (which must reach the required standard) in order to allow the students to attend the final exam or to submit the final paper or research paper.

2. Late Submission of Assignments

Submission should not be assessed unless a valid reason and supporting evidence is provided in advance.

3. Academic Dishonesty

Assignments that will receive no marks fall in one of the following conditions.

- Plagiarism rate above 20%
- Assignments that are done, partially or wholly, by other persons, including AI technology, Chat GPT for example
- Submission of all or a portion of the same work in more than one course
- Submission of all or a portion of previous work in any courses

4. Program Integrity

Students who violate our policy of integrity, which includes all verbal and physical misconduct, behaviour, and norms, principles and regulations infringement that cause insult or injury to other students or faculty, class distraction, interruption, tension, violation of privacy, safety and human dignity, will be penalised according to the following measures.

For the first time such misconduct is recorded and reported, excluding physical violation, harassment and other misbehaviours that cause disorder and harm the reputation of the faculty and university, students will be warned in writing and required to pledge that he or she will not do it again in writing.

For the second time for such an occurrence, the incident and the following measures will be reported to the student's parents or guardians. Course administrators, after consulting with director of the program, have the right to punish the student by deducting 10-30% of their total grade of the course, depending on the severity of the student misbehaviour.

For severe cases such as physical violation, harassment and other misbehaviours that cause disorder and destroy the reputation of the faculty and university, the SPD program will file a formal complaint in writing to the University Student Discipline Control Committee to consider the appropriate punishment.

5. Use of mobile devices and Chitchat

Students are permitted to use tablets/lpads/laptops in the class only for the purposes of note-taking or surfing the web for educational purposes. Chitchat and use of mobile phones, except in an emergency, will not be permitted during the class. In the case of a student using a mobile phone or chitchating during the class, he/she will be warned verbally by the course administrator/lecturer two times. A third violation will result in the student being expelled from the class and marked absent. The same procedure will be followed if a student is caught using mobile devices for entertainment or other non-educational purposes in the class.

6. Release of scores

The course administrator will release the scores of the mid-term exam/paper and assignments handed out in the first half of the semester before the last day of the withdrawal period

7. Evaluation

The SPD program will arrange additional evaluation during the semester. Apart from the online evaluation at the end of the semester, the program will evaluate each course during Week 5 and Week 11 through discussion with students and lecturers in order to monitor the situation closely. Students are also strongly encouraged to provide feedback on each course through the university evaluation system at the end of each semester, and reminded by lecturers to do so.

SPD EXAMINATION REGULATIONS

SPD Examination Regulations

1. **Please show your Student ID card to the officer before entering the room.**
2. Students can wear any kind of clothing **that does not disturb others people.**
3. Students more than 30 minutes late are not allowed to enter the examination room.
4. Do not make any noise in the examination room area.
5. Only pens, pencils, erasers, liquid papers, and TU Student ID card are allowed on the exam desk.
6. **Mobile phones and other electronic devices are not allowed inside the examination room.**
7. **Switch off your mobile phone/ any electronic devices.**
8. **In case you want to use the toilet during the exam, please inform the staff before going out of the exam room. Students can go to the toilet 1 person at a time, no more than 5 minutes/person**
9. No food allowed in the examination room.
10. Under all circumstances, students are not allowed to communicate with other students. If any requests, students may raise their hands for the invigilator. If any interactions between students during the exam, students will be automatically taken as cheating.
11. If students were detected for any suspicious behavior during the examination, this will be recorded and informed course instructor and SPD Committee to consider the incident.
12. If students brought any written or printed matter, any notes, or found guilty for cheating during the close book examination, they will be failed for that particular course and may be suspended the study for 2 academic years at the maximum.

ABOUT VISA

About Visa

Request the Non-ED Visa

Once your application to study an exchange program at Thammasat University has been approved, a letter of acceptance and a letter for a visa application will be issued by the Office of the International Affairs. International students will need to apply for a visa to enter the Kingdom of Thailand under the Non-immigration category “ED”. Student must obtain the visa before departing their homeland to come to Thailand. Please use the letter of acceptance as one of the documents to apply for the visa at the Thai Embassy or Thai Consulate near the students’ area.

At date of Arrival

After you are received the visa to enter Thailand, there will be a label on a page on your passport. Please notice the date on your visa label, this is not the date of visa expiration, it is the last date that you can enter Thailand with validity. The period of stay will be 90 days after your arrival.

When you arrive in Thailand, the immigration office at the port of entry will place a stamp on your passport for your ED 90-day visa to start. The expiration date will be 90 days after that arrival date. You may notice that an exchange student for one semester will take 16 weeks, so 90 days stay will not cover the entire period of your stay. Thai immigration law strictly offers only 90 days for ED visa, so students will need to apply for the extension of visa.

Extend the Non-ED Visa

After you receive a Non-immigrant “ED” from the Thai embassy or Consulate, it is normal that the visa is valid for only 90 days. As exchange students will stay longer than 90 days in Thailand, so exchange students will need to apply for the visa extension to continue their staying until the end of their study period (1 semester or 1 year) About 30 days prior to your initial visa expiration, the SPD Program will issue the official letter to request for your extension of stay.

Student must send the request for the visa extension to the SPD Office before the visa expiration date. Student can apply as early as 1 month in advance before expiration date.

For the extension visa, you will need to submit the visa request form and required documents below to the SPD Office:

1. SPD Visa request form (**Annex 4**)
2. A copy of your passport
3. A copy of your Visa
4. A copy of the latest stamp when you arrived in Thailand

After received the official letter from the SPD Office, you need to submit the following documents to Immigration Bureau at Government Center, Cheng Wattana Road, Bangkok:

1. Application Form TM.7
2. Official request letter for extension the visa from SPD Office or OIA
3. One recent photo (4 x 6 cm)
4. Passport and a copy of the passport
5. Copy of Academic Transcript
6. Tuition fee receipt
7. Visa Extension Fee

Note: *The visa extension petition must be filed in person at the Immigration Bureau at Government Center. Overstaying is a serious crime that committed persons will be fined and subject to the deportation.*

Single and Multiple Entry Visa

In some countries, especially in Europe, there are options for Single-entry and Multiple-entry to choose from when applying for a visa. Obviously single-entry option will allow you to enter Thailand only once. After you leave Thailand, you will no longer allow to come back to Thailand with the same visa. To re-enter, the visa application has to start over from the beginning with new documents.

Re-Entry Permit

The re-Entry permit is additional and optional to the valid visa. Students who plan to travel outside Thailand need to apply for a Re-Entry permit before traveling. If you travel outside Thailand without a Re-Entry permit, you cannot re-enter Thailand with your current visa. The visa process has to start over.

We recommended that international students apply for the Re-Entry permit, in case of your emergency to travel back to your home country. Students can apply the permit at the Immigration Bureau. It conveniently can be done right after you receive your extension of stay visa, while you are already at Immigration Bureau. The Re-Entry permit also has various types; Single re-entry and Multiple re-entry. We usually recommend to apply for multiple re-entry permit for the most flexibility or your stay.

For more information, please visit <https://bangkok.immigration.go.th/en/re-entry-permit/>

FACILITIES

Facilities

Internet/ WiFi

All Thammasat Students who already received their student ID number and can use the University Internet and Wifi by using

User Name:	Your Student ID Number
Password:	Your Passport Number*

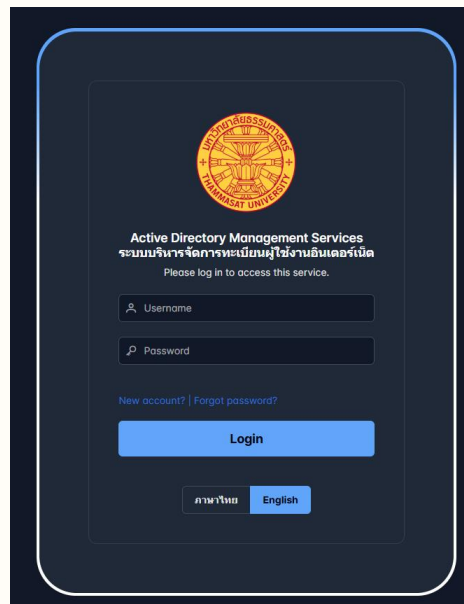
★ Note: in case your passport number have some alphabet, please use the alphabet as lower case

Email

All Thammasat Students can get the **E-mail@dome.tu.ac.th** for study during the study period. You can check your E-mail by follow the process bellows:

Step 1: Students can check their Email@dome.tu.ac.th by visiting <https://accounts.tu.ac.th/>

Step 2: Log in by using username: Student ID / Password: Passport Number



Step 3: The website will show the details of the student and Email@dome.tu.ac.th

Step 4: For more information, please visit <https://icctu.page.link/checkemail>

★ Note: If you have any problem, please contact Line ICT-TU Helpdesk: @icctuhelpdesk

Library at Tha Prachan

The University Library, named **PRIDI BANOMYONG LIBRARY**, is one of Thailand's largest academic libraries. A large amount of books and periodicals of all fields are available there. Other kinds of services are also provided, such as the computerized database searching, the computer Lab, free printing, and the audiovisual lab.

Students can print the document for free at Multimedia Room, Underground 2 (U2 Floor), **PRIDI BANOMYONG LIBRARY**

Students can visit the Thammasat Library website at <https://library.tu.ac.th/>



Book Store

Thammasat University Book Store is located next to Tha Prachan Exit. It opens on Monday to Friday from 08:30 a.m. to 05:30 p.m., and from 10:00 a.m. to 04:00 p.m. on Saturday and Sunday.



Sport Facilities & Fitness Center

Thammasat University, Tha Prachan Campus has a fitness center, indoor badminton and basketball courts. Students can check out sport equipment from the Sport Center which is located at the Students Activity Building.

Fitness Center, Tha Prachan Campus is open Monday to Friday during 7.00 a.m. – 10.00 a.m. and 3:00 p.m. to 9:00 p.m.



Health Service Center

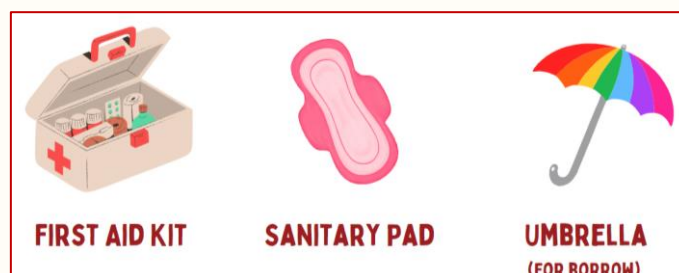
The Health Service Center, located on the 1st floor of Student Activities Building, provides basic outpatient medical and dental cares for students on a free-of-charge basis. Students are encouraged to utilize such services on campus.

Common Room (for SPD students)

The SPD Program provides the common room for SPD full-time students and SPD exchange students in the 1st floor of the Faculty of Social Administration Building, Thammasat University (Tra Prachan).

All SPD students can use the common room for any activities. The Common Room is to provide the SPD students a safe space for students to socialize, study, and relax before or after classes.

Other Services (for SPD students)



Annex 1: Academic Calendar

Academic Year 2026

Activity	Semester 1	Semester 2
Opening session	3 Aug 2026	4 Jan 2027
Suspension of teaching for 1 week during the Songkran Festival	-----	12-18 Apr 2027
Open second session continue	-----	19 Apr 2027
The last day of session	21 Nov 2026	1 May 2027
Closing session date/Graduation date (After the last day of session)	22 Nov 2026	2 May 2027
Midterm Examination Period	20 - 27 Sep 2026	21 – 28 Feb 2027
Final Examination Period	23 Nov – 11 Dec 2026	3 – 18 May 2027
Course Enrollment (For SPD Exchange Students)		
SPD Exchange Students submit the request form to enroll in the course to SPD Office/Email	By 1 August 2026	By 1 Jan 2027
Add-Drop course registration period for SPD Exchange Students	3 - 10 Aug 2026	4 - 11 Jan 2027
Withdrawal Period (Recorded as “W”) on academic record	19Aug - 12 Oct 2026	18 Jan – 14 Mar 2027

Note: You can find the full academic calendar for the academic year 2026 here:

https://drive.google.com/drive/folders/1Z5YsF1WZMOdMkr7lpnWS3Pc4GUxK1_p0?usp=sharing

Annex 2: Thailand Public Holidays

National Holiday for Academic Year 2026

Semester 1/2026 (August – December 2026)

Date	Holiday
12 August 2026	H.M. Queen Sirikit the Queen Mother's Birthday and National Mother's Day
13 October 2026	H.M. King Bhumibol Adulyadej the Great Memorial Day
23 October 2026	H.M. King Chulalongkorn the Great Memorial Day
7 December 2026	Compensatory day off H.M. King Bhumibol Adulyadej the Great's Birthday and National Father's Day
10 December 2026	Constitution Day
31 December 2026	New Year's Eve

Semester 2/2026 (January – May 2027)

Date	Holiday
22 February 2027	Compensatory day off Makha Bucha Day
6 April 2027	Chakri Memorial Day
13-15 April 2027	Songkran Festival
4 May 2027	Coronation Day
20 May 2027	Visakha Bucha Day

**Please note that the public holiday might be changed,
please wait for the announcement from the instructors/University again**

Annex 3: Request Form

Sample


THAMMASAT UNIVERSITY
 FACULTY OF SOCIAL ADMINISTRATION
 

หลักสูตรศิลปศาสตรบัณฑิต สาขาวิชานโยบายสังคมและการพัฒนา (หลักสูตรนานาชาติ)
 Social Policy and Development (SPD) International Programme
 คณะสังคมสงเคราะห์ศาสตร์ มหาวิทยาลัยธรรมศาสตร์
 Faculty of Social Administration, Thammasat University

เขียนที่ / At Thammasat University

วันที่ / Date Date/ Month/ Year

เรื่อง/Subject Enroll in/withdraw from the IPI356 course as a free elective semester 1/2023

เรียน/To Dean of the Faculty of Social Administration/ SPD Director

ข้าพเจ้า /Student name (Mr. /Ms.) Taylor Swifty

เลขทะเบียน/Student No. 6605640000 มีความประสงค์/would like to

I would like to enroll in/withdraw from IPI356: Public Policy and Public Management Section OXXXXX with
PPE Inter as a free elective course for semester 1/2023
because XXXXX

Please write the informations clearly

- Course Code (such as LB100, FN201)
- Course Name
- Faculty/ program
- Section
- The reason why you want to enroll in the course

จึงเรียนมาเพื่อโปรดพิจารณา
 Please consider this request.

ที่อยู่ที่สามารถติดต่อได้
 Present Address
Please fill in your current
address

ขอแสดงความนับถือ
 Sincerely

(ลงชื่อ)
 (signature) Taylor Swifty

นักศึกษา/Student

โทร/Tel 08X-XXX-XXXX

สำหรับเจ้าหน้าที่ /Officer เพื่อโปรดพิจารณา Students <u>must</u> send this form to get approval and signatur from their Advisor before sending the form to SPD Office Officer	ความเห็นของอาจารย์ผู้สอน/อาจารย์ที่ปรึกษา Lecturer/Adviser ☐ Approve ☐ Disapprove because..... (.....)
ความเห็นของผู้อำนวยการโครงการฯ/รองผู้อำนวยการโครงการ Director/Deputy Director ☐ Approve ☐ Disapprove because..... 	ความเห็นของคณบดี/Dean ☐ Approve ☐ Disapprove because.....

****Please send this request form to your advisor for approval before sending it to SPD office**

Annex 4: Visa Request Form

Sample



Request Form for Visa document

I would like to ☐ Request Non-ED visa ☒ Extend the Visa ☐ Cancel the Visa

1. Name-Surname Ms. Taylor Swiftly
2. Home Address Block 30, NYC, USA
3. Telephone number +66 (0) 8X-XXX-XXXX
4. E-mail Address Swiftly.T@gmail.com
5. Student ID number 6605XXXXXX
6. What year are you? (choose 1 choice bellows)
 - ☐ 1st year student
 - ☒ 2nd year student
 - ☐ 3rd year student
 - ☐ 4th year student
7. How long will you study at Thammasat University? (choose 1 choice bellows)
 - ☒ Full-time student
 - Your GPA (from the reg.tu.ac.th) 3.XX
 - If requesting the visa, when will you arrive Thailand? _____
 - If canceling the visa, when will you depart from Thailand? _____
 - ☐ Exchange student for 1 year
 - When will you depart from Thailand? _____
 - ☐ Exchange student for 1 semester
 - When will you depart from Thailand? _____
8. What is your Visa expiration date? Date/ Month/ Year

***Please submit this form to SPD office or spdtu@tu.ac.th together with the documents bellows:**

- A copy of your passport
- A copy of your Visa (if any)
- A copy of the page that has a stamp when you arrived Thailand

***Note: the official letter process will take around 4-5 working days**

Annex 5: Visa Extension Processes

1 Around September

PREPARE SUPPORTING DOCUMENTS AS FOLLOWS:

1. Visa Request Form
2. A copy of passport (First page)
3. A copy of the Thailand Visa
4. A copy of the last stamp when you arrived in Thailand



2

WAITING FOR THE OFFICIAL EXTENSION REQUEST LETTER ADDRESSED TO IMMIGRATION FORM SPD OFFICE

SPD Office will issue the **official request letter for extension your visa** (Thai Document) addressed to the immigration office for you (in hard copy)



3

SUBMIT THE DOCUMENT (IN HARD COPIES)

students have to submit the visa extension documents at the **Immigration Office** in the Government Complex, Cheng Wattana Rd., Bangkok.

Submit the document below:

1. Extension of temporary stay form (Form TM.7)
2. Official request letter for extension the visa from SPD Office
3. One recent photo (4 x 6 cm)
4. Passport and a copy of the passport
5. Academic Transcript
6. Tuition fee receipt
7. Visa extension fee



4

90 DAYS REPORT AT IMMIGRATION

Report at the Immigration within 90 days (15 days before the deadline) and extend the visa for another 9 months (in the first year) to stay in the Kingdom of Thailand



Students **must extend the visa every year** (Students can apply as early as 1 month in advance before the expiration date) until graduation or termination of student status.



CAUTIONS



- students must **report Immigration Office every 90 days** (before 15 days)
- The **Re-Entry permit** is additional and optional to the valid visa. Students who plan to travel outside Thailand need to apply for a Re-Entry permit before traveling. If you travel outside Thailand without a Re-Entry permit, you cannot re-enter Thailand with your current visa. The visa process has to start over.

Annex 6: Campus Map



Full screen please visit <https://oia.tu.ac.th/jet-popup/tha-prachan-map/>

Contact Details

Reference

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<https://www.studocu.com/row/document/มหาวิทยาลัยธรรมศาสตร์/global-environments-of-international-business/handbook-for-international-students-thammasat/17908532>

"Empowering Students. Inspiring Change"



**B.A. in Social Policy and Development (International Program),
Faculty of Social Administration, Thammasat University Tha Prachan**
No. 2 Prachan Road, Phra Barom Maha Ratchawang, Phra Nakhon,
Bangkok 10200, Thailand.



www.spdtu.com



spdtu@tu.ac.th // spd.thammasat@gmail.com



+66 (0)2-221-6111 ext. 3601 // +66 (0)61-889-6864



Social Policy & Development Thammasat University



SPD Thammasat