

Fellowship Arrangements

1. Application Procedures

1.1 Applicants interested in participating in the course must be nominated by their government and must submit three (3) completed nomination forms to the Royal Thai Embassy or Consulate in their respective countries before the closing date of application.

1.2 In general, each country may nominate up to four (4) nominees for the course. However, nomination for certain courses may be limited to one or two nominees from each country due to limited seat available for participation.

1.3 The Royal Thai Government will inform the nominating government (or relevant authority) whether or not nominee(s) have been accepted for the course, normally four weeks (a month) before the course starts.

1.4 Further information about training courses held under AITC can be obtained from TICA's website: <http://www.tica.thaigov.net/main/>

2. Allowances and Expenses

The Royal Thai Government will be responsible for the following allowances and expenses:

2.1 An economy class electronic ticket (e-ticket) will be issued to each participant via email. Each of the participants is not allowed to change the flights route and schedules.

Participants should not buy air tickets by themselves and should be advised that if they do so, the cost cannot be reimbursed from the Royal Thai Government. The Royal Thai Government will also arrange the domestic flight in Thailand for participants.

2.2 Each participant will receive a living allowance of 500 baht per day to cover meals, local transportation and other personal daily expenses. Accommodation will be arranged by the Royal Thai Government and all participants will stay at the same place. It is suggested that each participant should bring some pocket money approximately US\$ 100 to cover the expenses before the allowance is paid.

2.3 Minor medical treatment will be provided for participants who become ill during their stay in Thailand.

2.4 The Royal Thai Government will provide transportation for the authorized field trips undertaken as part of the course.

3. Regulations

Participants are required to observe the following regulations:

3.1 Participants must only stay at the places designated by the Royal Thai Government.

3.2 Participants must strictly attend classes as scheduled and should not change their training subjects.

3.3 Participants must not extend the training period.

3.4 Participants must not bring any family members with them to Thailand.

3.5 Participants must return to their home countries after the course completion (at the date as scheduled by the Royal Thai Government).

3.6 Participants are required to fly only on the route designated by the Royal Thai Government and must not make any alterations. Please also be informed that the maximum allowable baggage that can be loaded on flights is 20 kilograms. Participants will be responsible for any cost incurred in exceeding this limit.

3.7 Participants must observe the rules and regulations of training institute(s).

3.8 Participants must refrain from engaging in political activities, or any form of employment for profit or gain.

4. Visa Procedures

Prior to departure from their home country to Thailand, all participants must first obtain Non-Immigrant Visa "F" from the Royal Thai Embassy or Consular representative in their countries. Presentation of the acceptance letter is required when applying for VISA. A maximum of 80 US\$ visa fee must be paid by a participant to the Royal Thai Embassy or Consular representative. Participants must request for the original receipt which could be later on reimbursed from the Royal Thai Government upon presenting the original receipt (reimbursable not exceed Baht 2,000 or approximately US\$ 65).

Information and Contacts:

Thailand International Development Cooperation Agency (TICA)

Ministry of Foreign Affairs,

Government Complex, Rattaprasasanabhakti Building,

Chaengwattana Rd., Bangkok 10210 Thailand

E-mail: tica@mfa.go.th Website: <http://www.tica.thaigov.net/main>

Human Resource Development Bureau (HRD Branch 2), TICA

Tel.: (662) 22035000 ext. 43305 Fax: (662) 1438451

Thai Embassy and Consulates:

Website: <http://www.mfa.go.th> or www.thaiembassy.org