

For grantee

Please return the following documents to the Research, Innovation and Partnerships Office (RIPO), 7th Floor, the President's Building.

1. Two copies of the fellowship contract (with all details filled in). One of the witnesses to the contract must be the fellow's mentor and the relevant Dean/Director.
2. 16 copies of the grantee's national identity card. Affix a certified true copy signature to all copies.
3. One copy of the first page of the grantee's bank book. Affix a certified true copy signature.
4. One copy of Form KorKhor 18 (Notification of an intention to have the funds transferred to the grantee's bank account). The form can be downloaded from the Treasury Office's website.
5. Application form for the use of Internet services
6. Application form for the fellow's card issuance
 - 6.1 First-year, Second-year postdoctoral fellows shall fill in the application form and [pay the card issuance fee at the Treasury Office](#).
>> >> Submit a memorandum requesting budget approval for the ID card issuance fee together with the fee receipt, 1 copy of the grantee's national identity card and the fellow's photo or photo files to RIPO for processing and transferring of the fee reimbursement to the fellow's bank account.
The form can be downloaded from the Treasury Office's website.

RIPO will provide fellowship grantees with the following request of assistance memoranda:

1. Request of assistance for access to the University Library services;
2. Request of assistance for access to the University Health Unit services; and
3. Request of assistance for access to inter-campus bus services.

Please contact the National Research Council of Thailand for permission for foreign researchers to conduct research in Thailand. Contact Khun Chontida, Tel. 02-940 6369, NRCT Foreign Affairs Division www.nrct.go.th, www.nrct-foreignresearcher.org

1. The postdoctoral fellow's affiliated work unit shall be responsible for the fellow's VISA processing.
2. The postdoctoral fellow's affiliated work unit must have the employed fellow reported to the International Affairs Office immediately after the fellow's work commencement.

Follow up and evaluation

1. Postdoctoral fellows must submit a progress report every six month after the start date of work at KMUTT.
2. Upon research completion, post-doctoral fellows must submit the following documents.
 - One copy of the project's final report with file in .docx and .pdf formats to e-mail as both below.
 - Research evaluation form completed by the fellow's advisor. (See attached document)
 - Research performance summary
3. During the fellowship period specified in this contract, the Grantee shall have at least one research article, with the fellow as the first author, published in an international academic journal. The article must contain the following acknowledgement statement: "This research was supported by King Mongkut's University of Technology Thonburi's Postdoctoral Fellowship".

For any enquiry, please contact:
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Invite Friends

