

# INTERNATIONAL STUDENT'S GUIDE



LIVING A HAPPY CAMPUS LIFE @ **M F U**



**THE INFORMATION  
FOR NEW INTERNATIONAL  
STUDENTS**

🏠 [www.mfu.ac.th](http://www.mfu.ac.th)  
🏠 [mfu-thailand.cn](http://mfu-thailand.cn)  
✉ [global@mfu.ac.th](mailto:global@mfu.ac.th)  
f Global MFU

Global Relations Division  
Mae Fah Luang University  
Chiang Rai 57100 Thailand  
Tel: +66 (0) 5391 6024

# WELCOME TO MFU

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A HOME FOR  
GLOBAL-MINDED  
LEADERS



# Welcome Message from President



Assoc. Prof. Dr. Chayaporn Wattanasiri  
President

Dear all new international students,

I am delighted to welcome you to be a part of Mae Fah Luang University (MFU) community, where you can join friends from different countries around the world in making differences. Thank you for choosing to study at MFU. I can guarantee that you have made the right decision. We will help you start a new chapter of your academic journey with happiness and success.

Since establishment, MFU has gained a global reputation as one of the best universities in Thailand and the world for our teaching, research, and international outlook. We have invested a lot in infrastructure development to support “Blended Learning”, in which digital technologies have been applied into our pedagogy in order to ensure a quality of teaching and learning and foster student’s engagement. Therefore, all of you will get practical experience and soft skills that will be a great support when you go out into the world after graduation.

Entering university is one of life’s major milestones as it is a journey of self-discovery and development. Here at MFU, you will be able to find opportunities to exchange and learn other cultures as well as explore and make discoveries.

We want you to know that our vibrant and supportive community is here to support and help you realize your full potential and reach your dreams. So, I strongly encourage you to open your eyes, open your hearts and open yourself to any new opportunities that will change your perspective and stimulate your growth as a person as well as a global citizen.

I wish you luck on your academic journey. Welcome to Mae Fah Luang University!

Assoc.Prof.Dr. Chayaporn Wattanasiri





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## Emblem



His Majesty the late King Bhumibol Adulyadej graciously granted permission to Mae Fah Luang University to have Her Royal Highness Princess Srinagarindra's monogram as part of the university emblem signifying royalty and propitiousness.

In the middle of the monogram are the Thai letters "Sor" and "Wor", representing the letter of the name of Her Royal Highness Princess Srinagarindra.

Flowers and leaves symbolise the university's commitment to the development of the quality of life and environmental promotion. The Thai numerals, 8 and 9 are included to refer to Her Royal Highness Princess Srinagarindra being the mother of both King Rama VIII and King Rama IX, His Majesty the late King Bhumibol Adulyadej.

## University Symbolic Colours



**Red** refers to Her Royal Highness Princess Srinagarindra.



**Gold** represents the perpetual progress of the university.

## University Pennant Design



The university's academic gown is designed with the idea of the northern Thai-style pennants, which are considered a symbol of victory and are highly auspicious.

The pennant design consist of:

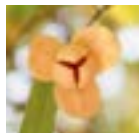
**A palatial profile,**  
signifying the Tavatimsa Heaven;

**A mouse,**  
signifying the birth year of Her Royal Highness Princess Srinagarindra;

**A naga,**  
signifying a high-order legendary animal in the traditional Lanna belief;

**A tiger,**  
signifying the year of the founding of the university, 1998.

## University Symbolic Flower



Scientific name:  
*Melodorum fruticosum* Lour.

Known in Thai as  
**"Lamduan"**  
or  
**"Homnuan"**

## Facebook: Global MFU



This is the official Facebook Page of **Global Relations Division (GRD)** of Mae Fah Luang University.

You can follow us on **Facebook** by searching **Global MFU**.

## Facebook: International Student Club MFU

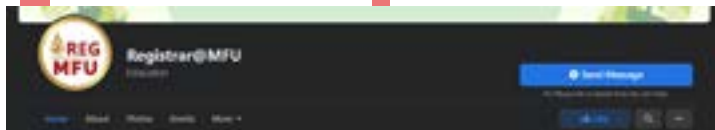


This club is solely meant for all the international students of Mae Fah Luang University.

We are as a happy family away from home and we will render any assistance to all the members.

You can join our club on **Facebook** by searching **International Student Club MFU**.

## Facebook: Registrar@MFU



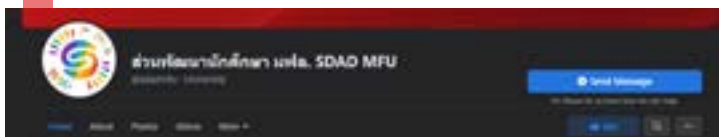
### Student Manual

<https://reg.mfu.ac.th/regpage/studentmanual/studentmanual.htm>

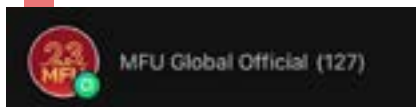
### Rules and Regulations

<https://reg.mfu.ac.th/regpage/studentrule/studentrule.htm>

## Facebook: SDAD MFU



## Line: MFU GLOBAL OFFICIAL



## WISH CHANNEL



# HOW TO RENEW YOUR VISA

- 1) Apply for the 2 following documents at the Registrar Division or apply for them through the link stated

<https://reg.mfu.ac.th/DocumentRequest/>



1. Certificate of Student Status (100 Baht Fee)
2. Transcript (100 Baht Fee).

Note: For the first enrolled students, no need to apply for the transcript

- 2) Upload scanned files of documents to the **"ALL IN 1 REQUEST"** system the recommendation letter at the below link

<https://bre.is/AbAvPksj>

OR



Certificate of Student Status



Transcript



Passport



Current visa stamp

Within three working days, you will receive the scanned file of the recommendation letter signed by the Vice President from GRD through your official email account



3) Print out the original scanned file of the recommendation letter and take them to the immigration bureau with the following thing



1,900 Baht Fees



4x6 cms picture



Passport



Original  
Certificate  
and Transcript



and Completed  
Immigration form

<http://goo.gl/bvYcSk>



## NOTE

- **This is important everyone!** you need to bring copies of all visa stamps with you whenever you contact them, if you don't prepare those, they might not provide you with any service (s).
- Visa renewing can be done up 45 days before the due date
- Overstay fine is 500 Baht / day
- With a Non - Immigration " ED " visa, you are not eligible to work
- Overstaying for a long period results in your being banned from entering Thailand **for 1-10 years**
- For more information: Global Relations Division at [global@mfu.ac.th](mailto:global@mfu.ac.th)

# HOW TO DO A 90-DAY REPORTING



International student staying in Thailand over 90 days has to notify your address and current status to the Thai Immigration in order to keep your visa active.

- The 90 days reporting has to be done every 90 days.
- It can be completed up to 14 days before the due date or up to 7 days after.
- If you leave Thailand during the 90 - day period, you do not have to do your 90-day report, but when you re - enter Thailand on the same visa, your 90-day count begins again as day 1.
- IF you fail to report or report late than the set date, you will have to pay a fine of 2.000-5.000 Baht and risk or arrest

## THE 90 DAYS REPORTING CAN BE DONE THROUGH 3 CHANNELS AS FOLLOWS ...



**Report in person at the Immigration office in your residence area with the following documents**

- Original and copy of your passport
- A passport sized photo (4x6 cm.)
- A copy of your arrival / departure card TM.9 (front and back)
- Previous notifications of staying over 90 days (if any)
- A completed TM.47 form





## Report via registered mail, you have to send the following required documents via registered mail

- Copy of all passport pages (up to the latest arrival stamp in the Kingdom or latest visa stamp)
- Copy of arrival / departure card TM.6 (Front and back pages)
- Previous notifications of staying over 90 days (If any)
- Completely filled in and signed notification form TM.47
- Envelope with 5 B stamp and your address, for the next due date of 90 - day report sent to you

### NOTE

- Your registered mail must be sent to the Immigration office at least 15 days before the due date of notification.
- Your new form will be stamped as of the expiration date of your old receipt.
- You have to keep the receipt of the registered mail in case of missing mail.
- Your document can not be processed if you have passed the 90 days limit and you need to contact the nearest immigration in person to pay a fine of **2,000 Baht.**

If the reply mail is over a month, you need to contact the nearest immigration office with the registered mail receipt.



## Report online at

[https://immigration.go.th/content/online\\_services](https://immigration.go.th/content/online_services)



### NOTE

- The online report will not work if it is the first time of your 90 days reporting or you changed your passport
- You must submit the report within 15 days but not less than 7 days before the set date.
- You have to ensure that you have done 90 days reporting in person previously.

## LINK TO DOWNLOAD THE IMMIGRATION FORMS

<http://goo.gl/bvYcSk>



# HOW TO APPLY FOR RE-ENTRY PERMIT

The student holding a single entry visa and having a plan to travel outside of Thailand and return by the Non - Immigrant " ED " visa has to apply for a **Re - Entry Permit** before departure.

Travelling outside of Thailand without the Re - Entry Permit, **your Non - Immigrant " ED " visa will be ended.**



Re - entry permit can be done in person at any Immigration Office or checkpoint through Thailand



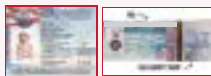
# TO APPLY FOR RE - ENTRY PERMIT YOU WILL NEED TO SUBMIT THE FOLLOWING DOCUMENTS

## 1. A completed TM - 8 Form

Download the form at  
<https://goo.gl/bvYcSk>



## 2. A photocopy of passport main page and the latest arrival stamp in Thailand or latest visa stamp



## 3. A student photo 4x6 cms size



## 4. The Re - Entry fees

- Single entry = 1,000 Baht
- Multiple entry = 3,800 Baht



**NOTE:** If you leave Thailand without a Re - Entry Permit , you are forced to apply for a new visa from outside of the country !



For more information, please visit  
<https://www.immigration.go.th/en/>

# NOTIFICATION OF RESIDENCE

## ACCORDING TO SECTION 38 OF THE 1979 IMMIGRATION ACT

House owners, Heads of household, Landlords or Managers of the hotels who accommodate foreign nationals on a temporary basis who stay in the Kingdom legally, must notify the local immigration authorities within 24 hours from the time of arrival of the foreign national.

Due to the immigration act above, all international students are required to submit documents listed to the dormitory staff or the house owners, within 24 hrs. from the time you arrived the dormitory.

1. A copy of passport



2. A copy of current visa stamp



3. A copy of departure card



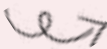
**NOTE:** If you forget to do so, you will have the problem when you do a 90-day report or extend your visa, so please don't forget to notify!

## FOR STUDENTS WHO STAY OFF THE CAMPUS

You can submit the completed " TM30 " form to the Immigration bureau in person.

Link to download " TM30 " form is here ...

<https://goo.gl/bvYcSk>



For more information pls, visit  
<https://www.immigration.go.th/en/>





# WARNING OF OVERSTAY

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The aliens overstaying the Kingdom of Thailand for a long period **will be banned from re - entering the country as follows:**

## IN CASE OF SURRENDERING TO THE AUTHORITIES

Period of overstay	Period of banning from re - entering the country (starting from the departure date)
more than 90 days	1 year
more than 1 year	3 years
more than 3 years	5 years
more than 5 years	10 years

## IN CASE OF ALIEN BEING ARRESTED AND PROSECUTED:

Period of overstay	Period of banning from re - entering the country (starting from the departure date)
less than 1 year	5 years
more than 1 year	10 years

The fine depends on the number of days you have overstayed.

The **minimum charge is 500 Baht per day.**

This goes to a **maximum of 20,000 Baht** for overstays of 40 days or longer.



# IMMIGRATION OFFICES



**1** CHIANG RAI IMMIGRATION VISA SECTION  
(MAESAI DISTRICT)

**2** • CHIANG RAI IMMIGRATION (VISA SECTION)  
• ONE STOP SERVICE (MUEANG CHIANG RAI DISTRICT)

**There are the requirements from Chiang Rai Immigration, please take note and be prepared**

Every time you contact the **Immigration Bureau** , please:

- Bring copies of all visa stamp with you
- Prepare MFU student picture  
(Except the graduate students) **!!!**  
in size 4x6 cms or 2 inches size
- You have to wear MFU uniform  
(Except the graduate students)
- Complete the Immigration form with a capital letter  
before you go to the Immigration Bureau

Here is the link to download the form: <https://goo.gl/bvYcSk>

# HOW TO APPLY FOR CANCELLATION OF VISA

Students who have graduated or will graduate from MFU and would like to apply for further studies in another institute or to work in Thailand, are required to contact the Global Relations Division (GRD) to request cancellation of the visa letter **two weeks** before the desired visa cancellation date.

## You have to

### ▪ PREPARE REQUIRED DOCUMENTS



1. First page of passport



2. Current visa stamp

### ▪ UPLOAD THE REQUIRED DOCUMENTS TO THE " ALL IN ONE REQUEST SYSTEM "

<https://bre.is/AbAvPksj> OR



Within three working days, you will receive all of the scanned files of the original documents from GRD through your official email address.

• Print out all of the scanned files of the original documents from your email and take them to the Chiang Rai Immigration Bureau with your passport.



**Immigration  
Chiang Rai**

**\*\*No need to submit the certificate of graduation to the officer**

#### **NOTE**

- If you do not get the letter, you may be fined 500 Baht/day at the immigration Bureau starting from the day you have graduated from MFU until the day you've been accepted at the new institution or company.
- It is possible for you to leave Thailand to apply for a new visa at the Royal Thai Embassy or Consulate outside Thailand and follow the process of the Institution.



# HOW TO RECOVER YOUR LOST OR STOLEN PASSPORT



1

You must report your passport lost or stolen to a nearest police station where you have lost your passport



2

Contact your embassy or consulate in Thailand to apply for replacing passport



**List of documents** you need to take when you contact the embassy or consulate

- A police report form from the police station detailing your passport was either lost or stolen
- A photocopy of your old passport page (if any)
- A certificate of student status
- A transcript
- A recommendation letter from MFU
- Two 2 " x 2 " photographs (with background) with your name written on the back
- Application fee

3

After you get new passport or Emergency Certificate, you have to bring it to the Thai Immigration Office for an endorsement before you leave Thailand

## REMARKS

In case that your country does not have an embassy or consulate in Thailand, you have to bring documents listed above to the Ministry of Foreign Affairs to apply for the Emergency Certificate (EC).



### The Ministry of Foreign Affairs

Department of Consular Affairs,  
Visa and Travel Documents Division  
Located on The Government Complex,  
Chaengwattana Road, Bangkok

**Tel.** +66 (0) 2981 7171

**ext.** 3201 or 3202

**Direct line** +66 (0) 2575 1062-3



### The Immigration Bureau

Government Complex  
Rathprasasana Phakdi Building  
(Building B , South Zone),  
120 Moo 3, Chaeng Wattana Road,  
Bangkok

**Tel .** +66 (0) 2141 9889

**HOTLINE** 1178

**Fax** +66 (0) 2143 8228

# HOW TO RECOVER YOUR LOST ITEMS AT MFU

If you have lost items on campus, contact one of the offices below to report your lost items.

Then, please leave your name, phone number and details of your items with the staff.



1

## Student Development Division

Room No. 114, first floor,  
D1 Building

**Tel:** +66 (0) 5391 6377



2

## Lamduan Centre

**Tel:** +66 (0) 5391 6999

Once one of the staff receives any report of lost items from the student, the staff will record your information and check it with the other offices.

Moreover, they can help you find your items by announcing your loss on social media.

## FOR YOUR INFORMATION

**1**

In case that you would like to check the CCTV cameras, please contact the Centre for Information Technology Service.

**2**

The items which have been found by others around the campus area will be sent to the Student Development Division at the end of every week, so you should contact this office first.



# EMERGENCY STUDENT LOAN

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1.

Students can get the emergency loan request form via :

<https://drive.google.com/file/d/1mLzTuNXP3WVSWj1u9X3b0r7jPW7sshAY/view>



2.

Students need to submit the completed form to the Scholarship Department for the administrative officer's approval and cheques preparation.

3.

Students need to meet the Head of the Student Development Affairs Division for cheques approval.

4.

The Head of the Student Development Affairs Division or the designated representative of the President approves the emergency student loan request.



5.

Students need to meet the administrative officer of the **Student Development Affairs Division** to review documents before cashing a cheque.

6.

Students can cash a cheque at Bangkok Bank, Mae Fah Luang University branch.

7.

Students need to contact the **Finance and Accounting Division** at the first floor, AD2 Building to repay the loan within 30 days or transfer to account name:

Mae Fah Luang University  
(Student loan - Emergency loan),  
Account number **672-0- 11719-8**, Bangkok Bank.  
Please send payment slip or receipt to  
E - mail: **Finance@mfu.ac.th**

**NOTE** !

1. Emergency student loan covers amount up to **3,000 Baht** per time and must be repaid with no interest within 30 days.
2. Students must not have other emergency loan outstanding balances.

# HOW TO APPLY FOR GENERAL GUARANTEE REFUND

For a student who resigned or graduated or was dismissed from MFU , please be informed that you have to apply for the general guarantee refund ( 2,000 / 5,000 Baht ) within the first semester that you resigned or graduated or was dismissed.

## Step 1



### RECORD BANK ACCOUNT DETAIL

- Login the REG system by your username and password
- Go to the “ **Bank Account** ” menu
- Add your bank account details in the system.
- Check all informations and click submit

## Step 2



### APPLY FOR THE REFUND

- Go to the “ **Refund Request** ” menu, you will find your bank account details and the total amount of the refund pop up on the screen.
- Check it carefully, if there is nothing wrong then click submit.



## Step 3

### CHECK THE REFUND



▪ Go to the “ Check Refund ” menu, there will be the receipt number and date shown up on the system in column “ Voucher No. ” after the Finance and Accounting Division has transferred the refund to your bank account.

#### REMARKS

- The bank account that you add in the REG system must be active and must be your own account in Thailand.
- You have to apply for the refund within the first semester you resigned or graduated or was dismissed, otherwise MFU reserve the right, in any circumstances to reject the refund



# HOW TO REQUEST ACADEMIC DOCUMENTS

The academic documents that the university may issue include: Certificate of student status, Transcript of records, Certificate of expectation for completing degree, and Certificate of academic degree completion

## STUDENTS CAN REQUEST ACADEMIC DOCUMENTS ONLINE VIA

<https://reg.mfu.ac.th/DocumentRequest/>



and pay fees through the two following channels:

1.



at the finance counter, M4U centre during working hours (within 15.30 hrs.)

2.



online payment



## HOW TO PICK UP DOCUMENT (CURRENT STUDENTS)

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1. If you pay fees at the finance counter, M4U centre or make an online payment **during working hours** (within 15.30 hrs.) and choose to collect document in person/ ask someone to pick up documents on your behalf, you can **get the document within 5 -10 minutes after making payment at M4U centre** during working hours (08.00– 16.00 hrs.)

2. If you make an online payment **after 15.30 hrs.** and **on a weekend/holiday** and choose to collect document in person/ ask someone to pick up documents on your behalf, you can **get the document on the next working day** at M4U centre during working hours (08.00– 16.00 hrs.)

### REMARKS

- If you want to collect documents in person, please always bring your student ID card/national ID card/passport with you.
- If you ask someone to pick up documents on your behalf, you must have the Power of Attorney to Receive Educational Documents, a certified copy of your national ID card/passport and a certified copy of attorney's national ID card/passport.
- If you are abroad, please send an email to [edu.reg@mfu.ac.th](mailto:edu.reg@mfu.ac.th) after paying the fee.
- After making a payment, if you choose to receive a document by post, the Registrar Division will send the document to you within the next two working days.

# HOW TO GET THAI DRIVING LICENSE

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The Thai driving license is issued by the Department of Land Transport



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## 1. REQUIRED DOCUMENTS



- A passport and non - immigrant visa
- A copy of the first page of the passport
- A copy of the page containing the valid non - immigrant visa
- A copy of the page containing the last entry stamp for Thailand
- A copy of your TM6 departure card
- A letter of address certified from the Immigration Bureau or from the applicant's embassy, dated within thirty days of application or a work permit with a signed copy (300 -500 Baht)
- A health certificate, issued at any clinic or hospital, dated within thirty days of the application (50-200 Baht)

**Optional:** a valid international driver's license with a signed copy, or regular driver's license from the applicant's home country translated into English and certified by the embassy or consulate

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## 2. BOOK AN APPOINTMENT ONLINE

You need to book an appointment online with **DLT SMART QUEUE** application

Andriod: <http://bit.ly/2IkLpyo>

iOS: <https://apple.co/2GIHARD>

### 3. TAKE THE TEST

- A physical test (Color Blindness / Peripheral Test / Reflex Test / Depth Perception Test)
- A theory test (You need to take a one - hour theoretical class, which normally a video with English subtitles teaching traffic rules and regulations in Thailand)
- A practical driving test

#### REMARKS

The applicants who have already held a driver's license for their own country or an international driver's license **do not** need to take the theory and practical driving test to receive their Thai driving license.

If you do not have a driving license from your home country, it is recommended to go to the Department of Land Transport early in the morning (before 8 a.m.) .

#### FEES



Motorcycle License  
**105-160 Baht**



Car License  
**205-250 Baht**



International License  
**505 Baht**



For more information, please visit  
<https://www.dlt.go.th/en/renew-license/>  
Chiang Rai Provincial Land Transport Office  
Phone No: +66 (0) 5315 2034  
E - mail: [chiangrai\\_dlt@hotmail.co.th](mailto:chiangrai_dlt@hotmail.co.th)

# HOW TO PAY FEES TO MFU



1.


Go to <https://reg.mfu.ac.th>  
and log in with your REG account

Username : Student ID Number

Password : XXXXXXXX

2.

Go to **'Payment'** menu

- Click dropdown menu and choose academic year and semester, then click search button
- Select the types of fee
- Check the total amount on the screen.  
If it is correct, then click confirm 

Academic year\* 2021

Semester\* 2

 Search

+ Select the items of the payment

Tuition fee

Dormitory fee

Etc. fee

+ Check the total amount on the screen

Total : 80,000.00 Baht





3

## Choose method of payment



### Options:

- 1. Credit card (Visa / Master/JCB)
- 2. Union Pay
- 3. Bill payment via mobile banking  
(all Thai mobile banking applications are acceptable) or Bangkok Bank counter services



### REMARK

- You have to be responsible for a service charge fee at 2.5% including VAT in case you chose the first and second payment option.
- If you made the payment through either the first, second, or third payment option, the list of payments will be removed from your REG account automatically and you can print out the receipt right away.
- If you choose the third option, please make the payment before the due date and time (21.30 hrs. Thailand time zone, UTC/GMT+7)



# HEALTH INSURANCE



## Period of coverage

First Semester

1 Aug 2022 - 15 Aug 2023

(For students who enrol in the 1<sup>st</sup> semester)

Second Semester

1 Jan 2023 - 15 Jan 2024

(For students who enrol in the 2<sup>nd</sup> semester)

## MFU provides two kinds of insurance for international students

### 1. Health Insurance: total limit of medical expenses per year is 450,000 Baht

- IPD: 2,500 Baht (Max per days / disability / 30 days as max)
- OPD : 3,500 Baht/ Max per day
- ICU: 5,000 Baht (Max per days / disability / 30 days as max)
- Ambulance: 3,000 Baht/trip
- General expenses: 60,00 Baht/year
- COVID - 19 treatment: 50,000 Baht
- Surgical expenses: 75,000 Baht/time
- Death or permanent disability: 50,000 Baht



## 2. Accident Insurance: total limit of medical expenses per year is 150,000 Baht

- Death by public accident (e.g. train, elevator): 300,000 Baht
- Death by accident or had permanent disability: 150,000 Baht
- Death by illness: 25,000 Baht
- Medical treatment expenses: 15,000 Baht/time
- OPD : 500 Baht/time (Max 50,000 Baht/year)
- IPD: 1,000 Baht/day
- Ambulance: 5,000 Baht/trip



## How does insurance work?

You have to present the **insurance card** or a picture of the insurance card and **original passport** or a picture of your passport on your **mobile phone** every time you get treatment.



## How to apply for a medical refund?

### For students who are in Thailand

#### Submit the required documents

1. An original receipt
  2. A doctor's certificate
  3. A copy of passport
  4. A copy of your bankbook
- to GRD staff at **M for U**



### For students who are not in Thailand

#### Submit the scanned files of

1. An original receipt
  2. A doctor's certificate
  3. A copy of passport
  4. A copy of your bankbook
- to GRD staff at

CONTACT PERSON: MS. YAOWAPA PHOEMPHUL  
TEL: +66 (0) 53 916 024  
E-mail: yaowapa.pho@mfu.ac.th



"ALL IN 1 REQUEST"  
service

# EARTHQUAKE SAFETY TIPS

## PREPARATION



### Survival Kit



Prepare a handy emergency supply kit with first aid kit, clothing, flashlight and extra batteries



### Evacuation Plan



Participate in regular emergency drills



### Check Security



Know where fire extinguishers, first aid kits, alarms and communication facilities are located / learn how to use them



**Familiarize yourself with the exit route**



## DURING THE QUAKE

### In Door

Stay away from glass windows shelves, cabinets, and other heavy objects

Duck under a study desk or table and hold on to it or protect your head with your hands and arms

### Out Door

Move to a clear area and stay away from trees buildings, and electrical lines and lights

Do not attempt to cross bridges, overpasses or flyovers which may have been damaged

### On Moving Vehicle

Stop the vehicle on the side of the road and set the parking brake, stay inside until the earthquake stops.  
Stay away from trees, buildings, overpasses or flyovers and electrical lines

If you need to evacuate, leave a message stating where you are going and bring your emergency supply kit with you.

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## AFTER THE QUAKE

### Check

Check yourself and others for injuries



Take the fastest and safest way out of the building

### Don't

- Don't panic
- Don't use the elevator
- Don't use a telephone unless necessary
- Don't go in to a damaged building

### Be Careful



Prepare for aftershocks

Keep update on disaster prevention instructions from the official source of MFU

# 7 TIPS TO PROTECT YOUR HEALTH FROM AIR POLLUTION

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Avoid going outside as much as possible, use an air pollution mask to protect your respiratory system from the dense smog



Clean your room or house daily with a wet mop



Drink a lot of water, and eat a lot of food that are rich in calcium and vitamin D



Avoid strenuous exercise and limit outdoor activities



Keep your nose clean and even wipe down your skin after being outside to remove pollution and dirt



Avoid wearing contact lenses as tiny pollutants could irritate your eyes



Free air pollution masks are distributed at Mae Fah Luang University Medical Centre Hospital



# MFU USEFUL PHONE NUMBERS



- MFU Medical Center Hospital +66 (0) 5391 4119
- MFU Hospital Emergency service +66 (0) 5391 4136
- MFU Hospital Information center +66 (0) 5391 4000

- Global Relations Division (GRD)
  - Admission/visa +66 (0) 5391 6024
  - Certain courses/ Insurances +66 (0) 5391 6024
  - Exchange programmes +66 (0) 5391 6024
  - Scholarships +66 (0) 5391 6024

- Registrar Division (Require Documents) +66 (0) 5391 6546
- Registrar Division (Registration) +66 (0) 5391 6370
- Postgraduate Studies Office +66 (0) 5391 6137-8
- Division of Placement  
& Cooperative Education +66 (0) 5391 6366





- **Financial Department** +66 (0) 5391 6011
- **Center for IT services** +66 (0) 5391 6411
- **Information Management Unit  
(Lamduan mail)** +66 (0) 5391 6532
- **Dormitory Centre** +66 (0) 5391 7116
- **Student Department Affair Division** +66 (0) 5391 6376-7

- **MFU Post Office** +66 (0) 5391 6170
- **MFU Bangkok Bank** +66 (0) 5391 2209-13
- **7-Eleven Delivery (M-Square Building)** +66 (0) 910 010 909



# IMPORTANT EMAIL ADDRESSES



- Global Relations Division [global@mfu.ac.th](mailto:global@mfu.ac.th)
- Admission / Scholarships [sriprai.pun@mfu.ac.th](mailto:sriprai.pun@mfu.ac.th)
- Visa / Insurances [yaowapa.pho@mfu.ac.th](mailto:yaowapa.pho@mfu.ac.th)
- Exchange programmes [wirinpat.pho@mfu.ac.th](mailto:wirinpat.pho@mfu.ac.th)
- M4U Centre [M4U.global@mfu.ac.th](mailto:M4U.global@mfu.ac.th)

- Registrar Division [reg@mfu.ac.th](mailto:reg@mfu.ac.th)
- Registration [registration.reg@mfu.ac.th](mailto:registration.reg@mfu.ac.th)
- Documentation [edu.reg@mfu.ac.th](mailto:edu.reg@mfu.ac.th)





- **Financial Department** [finrev.finance@mfu.ac.th](mailto:finrev.finance@mfu.ac.th)
  - **Center for IT services** [cits@mfu.ac.th](mailto:cits@mfu.ac.th)
  - **Information Management Unit** [admin@mfu.ac.th](mailto:admin@mfu.ac.th)  
(MFU mail / Lamduan mail)
  - **Dormitory Centre** [dormitory.sdad@mfu.ac.th](mailto:dormitory.sdad@mfu.ac.th)
  - **Student Department** [student.division@mfu.ac.th](mailto:student.division@mfu.ac.th)
  - **MFU 333 (Character)** [mfu333@mfu.ac.th](mailto:mfu333@mfu.ac.th)
- 
- **Division of Placement & Cooperative Education** [internship@mfu.ac.th](mailto:internship@mfu.ac.th)
  - **Postgraduate Studies** [graduate@mfu.ac.th](mailto:graduate@mfu.ac.th)



**GLOBAL RELATIONS DIVISION**  
**MAE FAH LUANG UNIVERSITY**



**Assoc. Prof. Dr. Chinyingwan Wattanasri**  
**President**



**Assoc. Prof. Dr. Nuanpanee Chaiyaporn**  
**Vice President**



**Prof. Prof. Dr. Chulapanat Srisri**  
**Assistant to the President**



**Ms. Wannapha Thongsriwong**  
**Acting Head of Global Relations Division**



Ms. Yasmeen (Thamara)



Ms. Maria (Ferdina)



Ms. Winona (Thengseng)

## International Student Affairs



Ms. Winona (Thengseng)



Ms. Yvonne (Sudhakar)



Mr. Adam (Pudjawan)

## Public Relations and Communication



Mr. Wawan (Kusumadewi)



Mr. Andre (Ferdina)



Ms. Elvina (Sudhakar)



Mr. Andre (Kusumadewi)

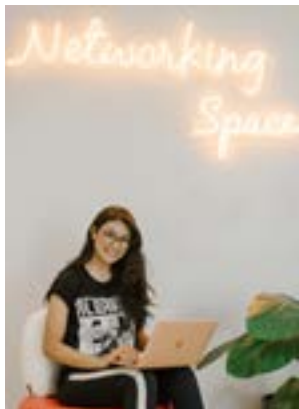
## International Collaboration and Academic Mobility



Ms. Winona (Sudhakar)

## General Affairs

# M for U



A **one-stop service** centre providing MFU students, faculty and staff members with convenient educational services and other services regarding registration, records, financial aid, and payment in one place



# OUR SERVICES



**Visa and Admission**



**Registration and Record**



**Academic Mobility**



**Student Life and Support**




**Counselling**



**Fees Payment**



**Internship**

 M4U MFU

 [m4u.mfu.ac.th](http://m4u.mfu.ac.th)



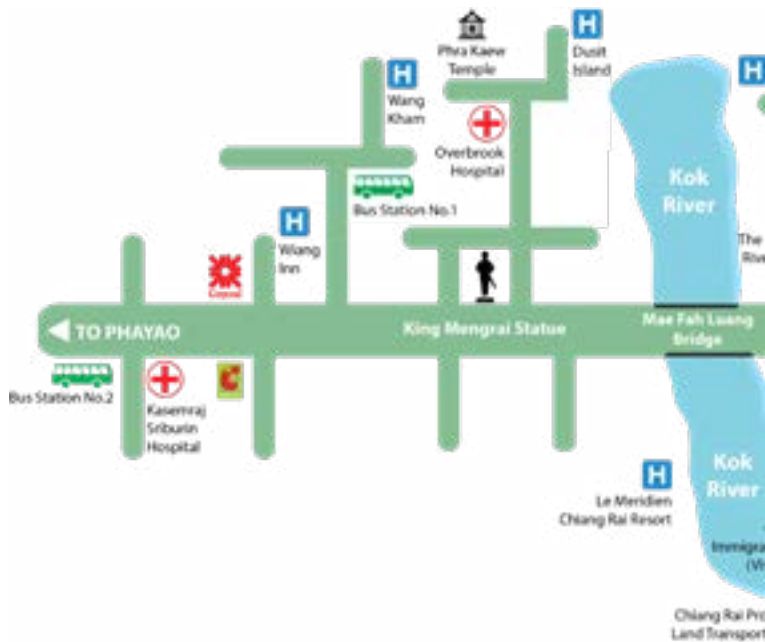
**M for U** is Located on 2nd floor of M-Square Building, Mae Fah Luang University

**Opening Hours:**

**Networking Space** opens every day from 08.00 am. – 10 pm

**Office Zone** opens only on Monday to Friday: 08.00 a.m. – 4 pm.

# MAP FROM CHIANG RAI CITY TO MFU













# MFU DORMITORY MAP



# DORMITORY ZONE



Lamduan 1-7



F1-F6 , CH1 , CH2 ,  
INTER , Sakthong1-3

# DORMITORY MAP



ꦠꦫꦸꦠꦸꦩꦶ  
Dormitory Building



ꦫꦸꦁꦸꦩꦶ  
Rusen Rim Nam Restaurant



ꦥꦫꦶꦁ  
Parking



ꦮꦫꦮꦺꦱ  
Warwesi Hotel



ꦲꦸꦤꦺꦩꦸꦁ  
Under the tree by view  
Under the tree by view Coffee



ꦥꦫꦶꦁ  
Temporary Parking



ꦭꦩꦸꦁ  
Lamduan canteen



ꦲꦸꦤꦺꦩꦸꦁ  
Expectation Route

ꦲꦲꦭꦸꦁꦠꦫꦸꦠꦸꦩꦶ  
084 2130000 24240001

ꦲꦲꦭꦸꦁꦠꦫꦸꦠꦸꦩꦶ  
08421 24240001 07146 2130000

ꦲꦲꦭꦸꦁꦠꦫꦸꦠꦸꦩꦶ  
08421300000 084 21300001

ꦠꦺꦭ 053 97717

# DORMITORY MAP



zhenzhen  
Dormitory Building



qulens D1  
D1 Cafeteria



zoooson  
Parking



qulmuna-foqususu  
Chinese language and  
culture center



zosenus  
Check point



zaoosofesio  
Temporary Parking



zemsfurdin E1  
E1 Academic Building



ufumomsuyn  
Expectation Route

zoooson  
Tel: 053-91777

zoooson  
Tel: 053-91777

zoooson  
Tel: 053-91777

Tel: 053-91777

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# **DRIVING TO BECOME A LEADING UNIVERSITY IN ASEAN WITH INTERNATIONAL RECOGNITION**

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