



Ph.D. Programs

Application for Admission

Application Deadline: January 15

Sasin Graduate Institute of Business Administration
of Chulalongkorn University
Sasa Patasala Building
Soi Chulalongkorn 12, Phyathai Road
Bangkok 10330, THAILAND
Phone: 66.22168833
Fax: 66.22161312
phd@sasin.edu
www.sasin.edu/phd/

These materials have been prepared to assist you in making your application to the Doctoral Programs at Sasin. **Please read the information carefully before you complete your application.**

APPLYING FOR ADMISSION

The successful applicant for graduate study at Sasin Graduate Institute of Business Administration of Chulalongkorn University should be able to demonstrate qualities of academic and personal excellence through his or her application materials. These materials should provide evidence that the applicant will be able to pursue successfully a program of study leading to a graduate degree in the chosen field. The applicant's scholastic record must demonstrate distinction, and the undergraduate and/or graduate program should reflect breadth as well as appropriate preparation for advanced study in the selected field. A certain number of places will be allocated to non-Thai students in order to ensure the international aspect of the program. Matriculating students for Ph.D. studies are admitted for June only.

INSTRUCTIONS FOR COMPLETING THE APPLICATION

To provide applicants with greater control over the application process, each applicant for the Sasin Ph.D. program is asked to assemble his/her own application and supporting documents and submit them in one package. Failure to complete all the forms will result in the application being ignored.

If you need additional forms, you may photocopy those in this packet. If there is a possibility that admission materials may be submitted under a name and/or a last name other than the one you have used in applying, please notify the Ph.D. Admissions Office of all names that might be used so that there will be no confusion in completing and processing your application.

Application Materials include:

- **Application Data Form**
- **Personal History and Statement of Purpose** Your statement of purpose is an important part of your application. The Ph.D. admissions committee considers it carefully in ranking applicants. Be as specific as possible about your research interests and qualifications. If you have particular reasons for choosing Sasin, be sure to indicate them. Indicate any awards or honors you may have earned, publications you may have authored or any pertinent research or work experience. Your statement of purpose should be typed and submitted on separate sheets of paper. Suggested length is 1-2 pages. If possible, please print your statement using both sides of the page to reduce paper usage and conserve our natural resources. Be sure to include your name on each page of your statement.
- **Letters of Recommendation** Sasin requires a minimum of TWO letters of recommendation from persons best able to assess your ability to do the scholarly research required by graduate studies. These forms, together with the envelopes and the acknowledgement cards provided, should be sent to your recommenders. Read and complete the first section of each form before forwarding them to your recommenders. These letters of recommendation must be in English, or be notarized translations. The recommendation and the acknowledgement card must be sealed in the envelope provided with the recommender's signature covering the seal and returned to you or sent directly to Sasin. We will acknowledge receipt of the recommendation with the card, which will assure your recommenders that the letters have reached their intended destination. **You must not open the sealed envelopes.**
- **College/University Transcript Form** An official transcript (bearing the registrar's signature and/or the institution's seal) from each college, university or professional school you have previously attended is required. A transcript form, together with the appropriate envelope provided, should be sent to the registrar of each university or college you have attended (full-time or part-time). If more than one set of transcripts is needed, please photocopy this form as required. Read and complete the first section of the form before forwarding. Transcripts must be in English and prepared by the issuing institution. If the institution will not provide a translation, we will accept translations from the embassy or consulate of the institution's country or its designated agent. Photocopies of documents are acceptable only if they have been certified by the institution, or the embassy/consulate, or educational advising center.

TEST SCORES

The GMAT, GRE, and TOEFL examinations are administered by the Educational Testing Service (ETS) in Princeton, New Jersey. ETS may be accessed at www.ets.org.

Graduate Management Admission Test (GMAT)

The Graduate Management Admission Test (GMAT) is required of all applicants. It is suggested that the test be taken early in the year and that the score be reported directly to the Sasin Graduate Institute of Business Administration. **The institution code for the GMAT test, which transmits your results directly to Sasin, is 9318.** Applicants who have taken GMAT more than five years ago should consider retaking it. For more information about the GMAT see www.gmat.org.

Graduate Record Examination (GRE)

The Graduate Record Examination (GRE) can be substituted for the Graduate Management Admission Test (GMAT). It is suggested that the test be taken early in the year and that the score be reported directly to the Sasin Graduate Institute of Business Administration. **The institution code for the GRE test, which transmits your results directly to Sasin, is 9318.** Applicants who have taken GRE more than five years ago should consider retaking it. For more information about the GRE see www.gre.org.

Test of English as a Foreign Language (TOEFL)

The Test of English as a Foreign Language (TOEFL) is required of all applicants whose native language is not English. It is suggested that the test be taken at the earliest date possible. If taken more than two years ago, the applicants should consider retaking the TOEFL. **The TOEFL codes for Sasin are 9318 (institution code) and 02 (department code).**

To register for TOEFL and GMAT/GRE examinations, please contact the Regional Registration Center (RRC) in Kuala Lumpur, Malaysia at www.prometric.com. The local test center is at PROMETRIC Testing Center, 6th Floor, Maneeya Center North, 518/3 Ploenchit Road Bangkok 10330, Tel. 0-26520653 or iiethai@bkk.iie.org.

The **IELTS** examination can be substituted for TOEFL. **IELTS** is managed by the University of Cambridge ESOL Council, the British Council, and IDP Education Australia. See website at www.ielts.org. Applicants must request that test results be sent directly to Sasin. There is no institutional code assigned.

APPLICATION DEADLINE

Applications for June admission should be submitted with all supporting materials (letters of recommendation, transcript(s), GMAT or GRE scores, TOEFL or IELTS scores) to the Ph.D. admission office **no later than January 15** of the year the admission is desired. An application will not be considered until it is complete. It is the applicant's responsibility to be sure that his or her application is complete by the deadline. Complete applications will be reviewed by the faculty of the program that the student designates. Following this review, the applicants will be called for interview and the applications will be considered by Sasin's Ph.D. Admissions Committee.

To minimize delay in processing your application, a photocopy of the official GMAT (or GRE) and TOEFL (or IELTS) scores may be enclosed with your application. It is imperative that you have a copy of these scores sent directly to Sasin by ETS. School code is 9318.

SUBMITTING OF APPLICATION

For full consideration, the completed application and all supporting documents should be submitted by **January 15** to

**The Ph.D. Program Office
Sasin Graduate Institute of Business Administration
of Chulalongkorn University
Sasa Patasala Building
Soi Chulalongkorn 12, Phayathai Road
Bangkok 10330, THAILAND**

APPLICATION CHECKLIST

Your completed admissions package must include:

- Completed application form
- Statement of purpose
- The official transcript(s) of academic record
- 2 letters of recommendation in sealed envelopes
- Payment of the application fee (check, draft or cash) in the amount of Baht 1,200 (US\$30)
- GMAT or GRE score report
- TOEFL or IELTS score report
- Completed self-addressed application acknowledgement card
- 2 photographs (1 or 2-inch color photo)
- Resume

Data Sheet

Ph.D. Admission

Sasin Graduate Institute of Business Administration of Chulalongkorn University

For entry in: June, 20.....

Name (English) _____

(Thai) _____

Intended Program of Study

- Finance Program
- Marketing Program

Mailing address _____

Business phone _____ E-mail _____

Home address _____

Home phone _____

Date of birth _____ Age _____

Gender _____ Male _____ Female

Country of citizenship

Thai _____ Other _____

Place of birth

Place of birth

Type of visa _____

Official Identification Number/Passport Number _____

Have you applied to Sasin before? No Yes, for admission in _____

What factors influenced your decision to apply to Sasin's Ph.D. program?

(You may check more than one)

- Sasin's web page
- Current or former Sasin students
- Sasin faculty contacts
- Advisors/Faculty at previous institutions
- Printed materials (brochure/posters)
- Location in Bangkok
- Education fair: Please specify what fair and where _____
- Others: Please specify _____

Indicate your source of financial support

- Self-supporting
- Business/Organization sponsored _____

ACADEMIC BACKGROUND

Undergraduate Education

College or university _____ Date of graduation _____

Degree awarded _____ Undergraduate major _____ GPA _____

Graduate/Professional Education

College or university _____ Date of graduation _____

Degree awarded _____ Concentration _____ GPA _____

TEST SCORES:

Graduate Record Examination (GRE)

Test date: taken _____ will take _____

Scores: Verbal _____ Percentile _____ Quantitative _____ Percentile _____

Total _____ Percentile _____ Analytical Writing _____ Percentile _____

Graduate Management Admission Test (GMAT)

Test date: taken _____ will take _____

Scores: Verbal _____ Percentile _____ Quantitative _____ Percentile _____

Total _____ Percentile _____ AWA _____ Percentile _____

Test of English as a Foreign Language (TOEFL)

Test date: taken _____ will take _____

Section 1 _____ Section 2 _____ Section 3 _____ Total _____ TWE _____

The International English Language Testing Service (IELTS)

Test date: taken _____ will take _____

Scores: Reading _____ Listening _____ Writing _____

Speaking _____ Overall _____

APPLICANT HISTORY

Name _____

Intended program of study: _____

Education and employment history

Please list chronologically all the educational institutions you have attended and all employment you have held since leaving high school. (*You may continue on additional pages whenever necessary.*)

Have you ever withdrawn, been suspended or dismissed from, or been put on academic probation or warning at any school or college?

- No
 Yes, please explain _____

Courses Related to Your Intended Study

Please list all college- and university-level courses taken which are related to the major you would like to pursue at Sasin.

- I have not taken any courses related to my intended study.

Mathematics and statistics courses

Please list all college- and university-level mathematics and statistics courses you have taken. (Include courses in econometrics and mathematical economics.)

- I have not taken any courses in mathematics/statistics.

To which other graduate or PhD programs are you applying?

What are your professional plans following the completion of your PhD study?

Please list relevant research work, publications, work experience and honors/awards received that are part of your academic record and work experience.

STATEMENT OF PURPOSE

1. Please describe your goals as they relate to your PhD study. Please include reasons for selecting Sasin Graduate Institute of Business Administration of Chulalongkorn University and what you expect to accomplish with your degree.
2. Please discuss your research interests and career objectives. Be as specific as you can about the area in which you plan to study.

The following statements should be read carefully and signed to indicate your understanding and agreement.

The Institute does not find it possible to admit all applicants who meet its entrance requirements. The Institute, therefore, reserves the right to refuse admission to any applicant. The Institute also reserves the right to require the withdrawal of any student whose condition endangers his or her own health or the health of other students or precludes him or her from doing the required work.

I hereby certify that all statements made in this application for admission to the Sasin Graduate Institute of Business Administration of Chulalongkorn University are correct, and my responses are my own. I realize that all documents submitted in support of this application become the property of the Institute. I authorize the Institute to release information from this application and supporting documents to organizations sponsoring scholarships at the Institute to permit my being considered for scholarship support.

I understand and agree that any misrepresentation or omission of facts in my application will justify the denial of admission, the cancellation of admission, or expulsion. This application is my own, honest statement to the Admissions Committee.

Signature _____

Date _____

Signature is required for the application to be reviewed.

LETTER OF RECOMMENDATION

Ph.D. Program Office
Sasa Patasala Building
Soi Chulalongkorn 12, Phyathai Road
Bangkok 10330, Tel. 0.22168833
phd@sasin.edu

Ph.D. Program
Sasin Graduate Institute of Business Administration
of Chulalongkorn University

Confidential

Applicant's Name _____

Intended Program of Study _____

To the Recommender,

Thank you for agreeing to write on behalf of this candidate who is applying to the Ph.D. Program at Sasin Graduate Institute of Administration of Chulalongkorn University. The Admissions Committee values your assessment of the applicant's previous work history and potential for leadership in the future. The most helpful evaluations include specific examples of past performance, and detailed descriptions of the applicant's intellectual abilities and personal qualities. Evaluations that present a balanced view of the applicant assist the Committee in distinguishing the very best candidates from a pool of highly qualified applicants.

Please complete the information requested on both sides of this form. If you need to use additional sheets, please attach them to this form. Your comments will not be disclosed to the applicant and will be available only to those involved in our admission process. Please enclose the completed form and the acknowledgement card in the envelope addressed to Sasin, then write your signature across the seal to ensure confidentiality, and return it, sealed, to the candidate. We will mail the acknowledgement card to you when we have received your letter. If you do not feel comfortable with this process, please inform the candidate that you will be mailing the recommendation to us directly.

Since your evaluation is an integral part of the selection process, your prompt response in returning this form is essential to a timely decision. We sincerely thank you for your efforts on behalf of this applicant.

Sincerely,
The Admissions Committee

Recommender's name _____

Position _____ Organization _____

Address _____

Telephone number _____ E-mail _____

Recommender's signature _____ Date _____

Please respond to the questions on the next page of this form.

TRANSCRIPT REQUEST FORM

**Ph.D. Program
Sasin Graduate Institute of Business Administration
of Chulalongkorn University
Sasa Patasala Building
Phyathai Road, Bangkok 10330
Thailand
Tel. 66.22168833, Fax. 66.22161312
phd@sasin.edu**

Applicant's name _____

Name of college/university attended _____

Dates attended (mm/yy – mm/yy) _____ Graduation date (mm/yy) _____

Degree awarded _____ Major _____

Note to Applicant: If you have attended more than one educational program, make a photocopy of this form for each program.

Registrar

Please complete the information requested below and staple the applicant's transcript to this form. The transcript and this form should be enclosed in an envelope addressed to the applicant. Please seal the envelope and write your signature across the seal on the envelope flap.

Applicant's cumulative class rank: _____ out of _____ Rank in class is not calculated

Applicant's cumulative grade point average _____

Is this average calculated on a typical 4.0 scale? Yes No

If "No", please indicate scale and explain your college's or university's grading system _____

Any additional information that would aid our understanding of the transcript will be appreciated.

Name (please print or type) _____

Position or title _____

College/University _____

Address _____

Telephone _____

E-mail _____

Authorized signature _____

Please affix an official seal or stamp below.

Acknowledgment of Recommendation

Thank you for your letter on behalf of _____
The information provided will be helpful in our evaluation of the applicant's qualification for admission to the Sasin Ph.D. program.

We attempt to judge the intellectual capacity, character, determination, and potential for career growth of each applicant when reaching our decision. The information available to us is more meaningful when reviewed against a background of personal information.

Your interest in this applicant is sincerely appreciated.

The Admissions Committee
Sasin Graduate Institute of Business Administration
of Chulalongkorn University
Phone: 66.22168833, Fax: 66.22161312
Email: phd@sasin.edu

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The Admissions Committee
Sasin Graduate Institute of Business Administration
of Chulalongkorn University
Phone: 66.22168833, Fax: 66.22161312
Email: phd@sasin.edu

**Sasin Graduate Institute of Business Administration
of Chulalongkorn University**

For Office Use

**APPLICATION ACKNOWLEDGEMENT
Ph.D. Program**

We acknowledge receipt of your application for admission to the Sasin Graduate Institute of Business Administration of Chulalongkorn University.

- Your application for is complete.
- The following items are missing.
 - Non-refundable application fee
 - Transcript from _____
 - Letter of recommendation 1 2
 - TOEFL/IELTS
 - GMAT/GRE
 - Resume
 - Statement of Purpose

Action is taken on applications only after all supporting documents have been received. It is your responsibility to see that we receive all of these supporting materials. You will be notified of the interview appointment shortly after the application file has been completed. If you have any questions, please feel free to contact the Ph.D. Office at 0.2168833 or phd@sasin.edu.

Signature _____

Date received ____/____/____