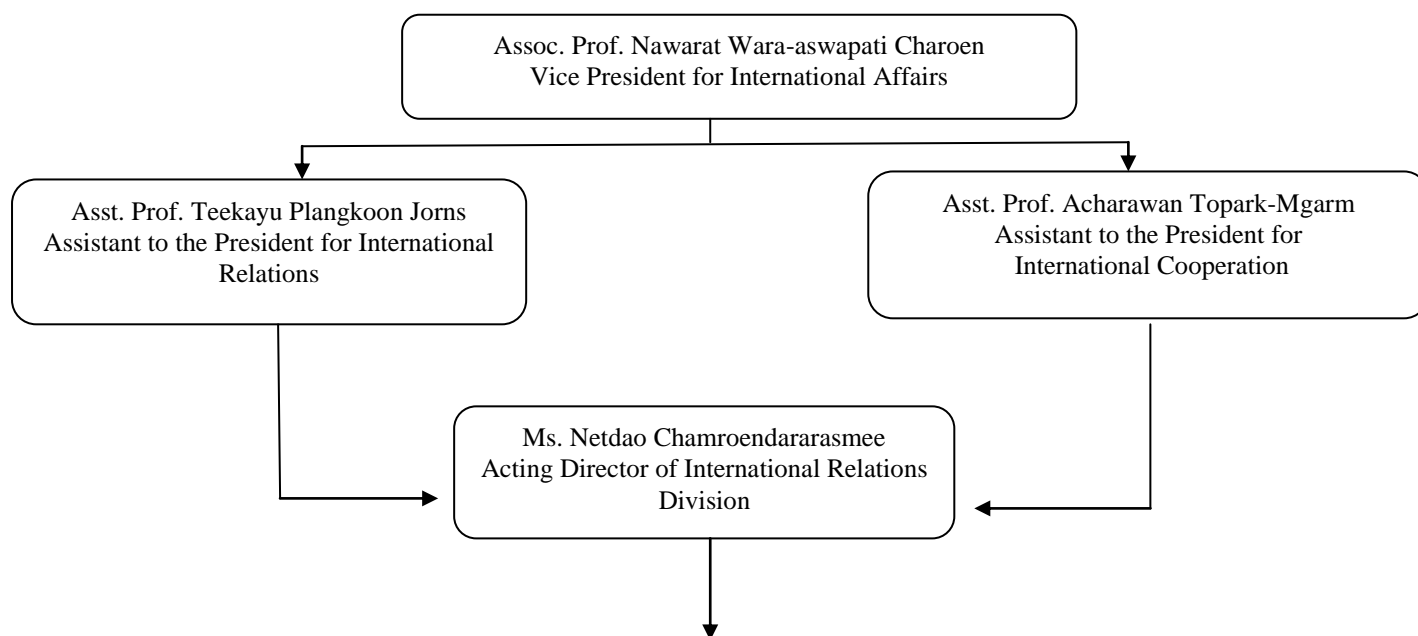


### Chapter 3 Student Support Service

#### International Relations Division

#### Organizational Structure



| General Administration   |  |  | International Student Service   |   |   | International Cooperation   |  | International Relations  |   |
|--|--|--|---|---|---|---|--|--|---|
| <ul style="list-style-type: none"> <li>Document cooperation</li> <li>Meeting arrangement within IRD and IRD with KKU departments or faculties</li> <li>IRD evaluation</li> <li>IRD action plan</li> <li>IRD report</li> <li>IRD personnel</li> <li>IRD facilities</li> <li>IRD finance and budget</li> <li>IRD procurement IT system management and maintenance</li> </ul> |  |  | <ul style="list-style-type: none"> <li>International student admission</li> <li>International student visa extension</li> <li>International student clubs</li> <li>International student activities</li> <li>International student alumni</li> <li>Exchange students</li> <li>Scholarships for Thai students</li> </ul> |   |   | <ul style="list-style-type: none"> <li>MOU</li> <li>International partnerships</li> <li>International conferences</li> <li>Scholarships for international students</li> <li>International curriculums</li> <li>ASEAN center</li> <li>KKU public relations</li> <li>KKU exhibition abroad</li> </ul> |  | <ul style="list-style-type: none"> <li>International guests and visitors</li> <li>International visiting scholars</li> <li>Thai visiting scholars</li> <li>Doctoral scholarship for Thai lecturers</li> <li>International cooperation with international organizations or embassies</li> </ul> |   |
| Ms. Kesorn Lardpeng<br>General Administrative Officer  | Ms. Warunee Suwhem<br>Administrative Officer | Mr. Sakhin Khaochaimaha<br>Information System Specialist | Mrs. Wilawan Ungsunantawiwat<br>International Relations Officer   | Ms. Jariya Sa-nguanrat<br>International Relations Officer | Ms. Phakhawadee Chaisiri<br>International Relations Officer | Mr. Isara Suriyagul Na Ayudhaya<br>International Relations Officer  | Ms. Wadinlada Thuratham<br>International Relations Officer | Ms. Saowanee Namthachan<br>International Relations Officer   | Mr. Jon Songserm<br>International Relations Officer |

### Emergency Contact

Mrs. Wilawan Ungsunantawiwat  
 Mr. Isara Suriyagul Na Ayudhaya  
 Ms. Phakhawadee Chaisiri  
 Ms. Jariya Sa-gnuanrat

Email: [wilung@kku.ac.th](mailto:wilung@kku.ac.th)  
 Email: [sisara@kku.ac.th](mailto:sisara@kku.ac.th)  
 Email [phakha@kku.ac.th](mailto:phakha@kku.ac.th)  
 Email [schariya@kku.ac.th](mailto:schariya@kku.ac.th)

### Office Hours

Monday – Friday 08.30 – 16.30  
 \*\* 12.00 -13.00 Lunch Time\*\*

### Address

International Relations Division  
 4<sup>th</sup> Floor, Bimala Kalakicha Building  
 Tel: 043-202059  
 Email: [vpinter@kku.ac.th](mailto:vpinter@kku.ac.th)  
 Website: [ird.kku.ac.th](http://ird.kku.ac.th) or [www.kkuinter.kku.ac.th](http://www.kkuinter.kku.ac.th)  
<https://www.facebook.com/IRDKKU>

## Graduate School

### Student Service

| Scholarship  | Training   | Graduate Research Conference | Thesis | Academic |
|--|--|------------------------------|--------|----------|
| - Research Support Scholarship<br>- Research Publication Scholarship | -Thai<br>-English<br>-Academic Potential Development Project |                              |        |          |

### Office Hours

Monday – Friday 08.30 – 16.30  
 \*\* 12.00 -13.00 Lunch Time\*\*

### Address

Graduate School  
 3<sup>rd</sup> Floor, Bimala Kalakicha Building  
 Tel: 043-202421  
 Email: [graduate@kku.ac.th](mailto:graduate@kku.ac.th)  
 Website: [www.gskku.ac.th](http://www.gskku.ac.th)

### Contact Person

Ms. Orawan Wichchai Email: [worawa@kku.ac.th](mailto:worawa@kku.ac.th)  
 Ms. Nanthiya Silachai Email: [nanthiya@kku.ac.th](mailto:nanthiya@kku.ac.th)

## Bureau of Academic Administration and Development

### Student Service

| Student Data Information             | Registration   | Academic Document   | Cooperation Education |
|--------------------------------------|--|---|-----------------------|
| -Student History<br>-Student ID Card | -KKU Enrollment System<br>-Reset Password for Registration | -Transcript<br>-Certificate of Student Status<br>-Certificate of Academic Degree Completion<br>- Certificate of Academic Achievement<br>-Graduate Certification |                       |

### Office Hours

Monday – Friday 08.30 – 16.30

\*\* 12.00 -13.00 Lunch Time\*\*

### Address

Bureau of Academic Administration and Development

1<sup>st</sup> Floor, Bimala Kalakicha Building

Tel: 043-347-486

Email: [baadkku@gmail.com](mailto:baadkku@gmail.com)

## Library and Learning Resources Center, KKU

### Library Hours

Monday – Friday : 08.30 – 19.30

Saturday- Sunday : 10.00 – 18.00

Tel: 043-202541

Email: [library@kku.ac.th](mailto:library@kku.ac.th)

[www.library.kku.ac.th](http://www.library.kku.ac.th)

## Bureau of Information Technology

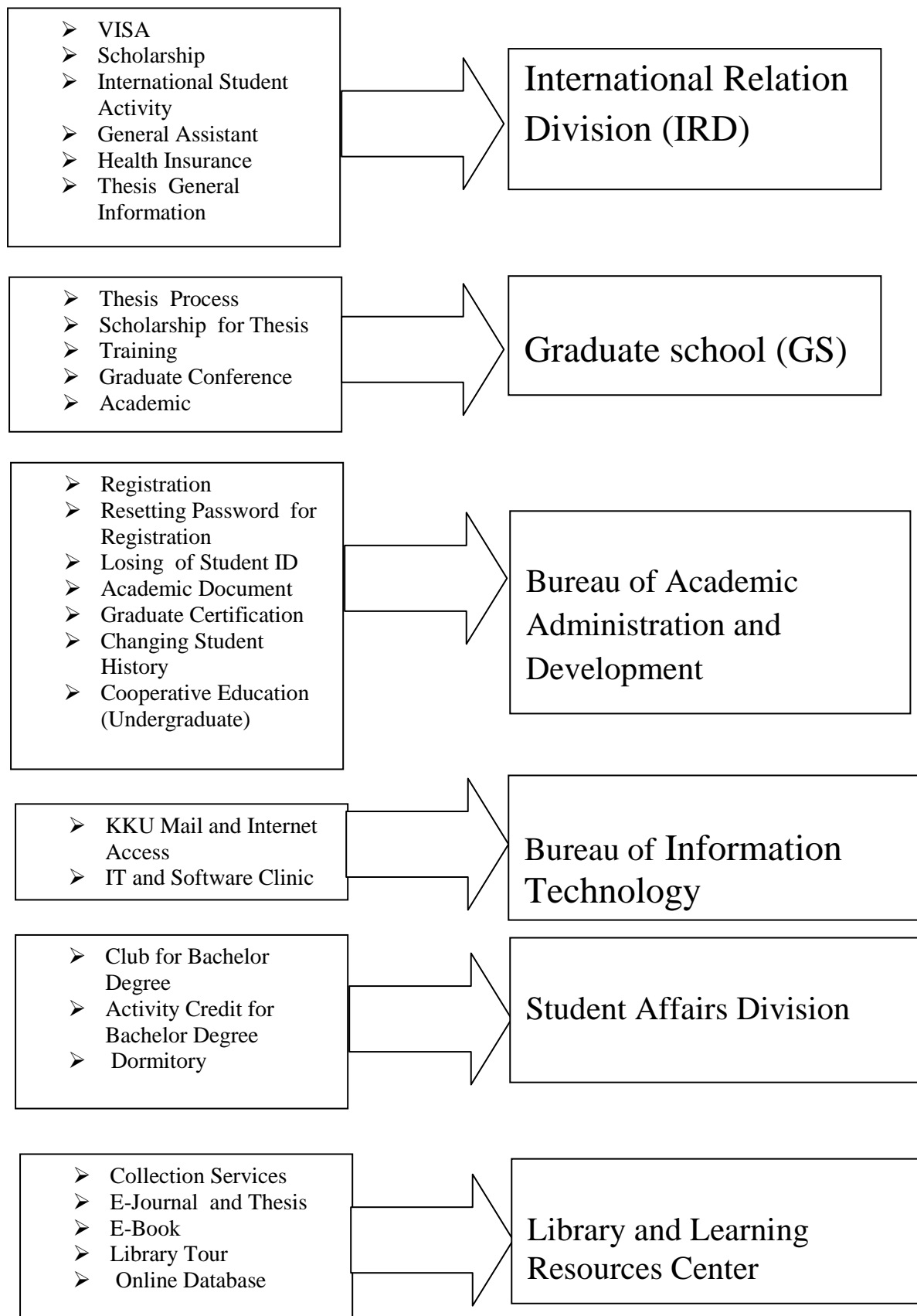
### Office Hours

Monday – Friday 08.30 – 16.30

\*\* 12.00 -13.00 Lunch Time\*\*

Tel: 043-009700 ext. 42001, 46123-4

Email: [cc@kku.ac.th](mailto:cc@kku.ac.th)



*NOTE: Please free feel to contact IRD for the first assistant and information.*