

Visa Guidelines for Foreign Students at Maejo University

Thai Visa Regulations

This guideline is a collection of visa regulations for foreign students that visit Maejo University for a study. The guideline aims to provide the foreign visitors with correct procedures and regulations regarding Thai visa.

1) Non-immigrant Visa Category “Ed Plus”

Foreigners are required to apply for a visa only at the Royal Thai Embassy or Royal Thai Consulate-General in their home/residence country or at the designated Royal Thai Embassy or Royal Thai Consulate-General.

Contact information of the Royal Thai Embassy or Royal Thai Consulate-General can be found on the following website: <http://www.thaiembassy.org>

Required documents for Non-Immigrant Visa Category “Ed Plus” for full-time foreign students.

1. Passport with a validity of not less than 6 months and a copy of its first page
2. Certificate of student status (English version), letter of acceptance, or a copy of the University’s announcement regarding the incoming students signed by the president or an authorized person and stamped with the university’s seal
3. Official request letter for visa issuance from the University to the Royal Thai Embassy or Royal Thai Consulate-General
4. A copy of the identification card of the University’s authority that signs the official request letter for visa issuance
5. Tuition fee receipt from the University
6. ** Academic transcript and class attendance report from the previous course(s) (only in case the applicant has been issued Non-ED type Visa during the last 2 years)
7. A completed visa application form
8. Recent (4x6 cm.) photograph of the applicant
9. 2,000 Baht fee

Important note:

- For a student who has graduated from another Thai institution and is holding a Non-Immigrant Visa Category “Ed” or “Ed Plus” before being accepted to Maejo University, the student must have an official letter of visa cancellation from the previous institution. The student is required to contact Chiang Mai Immigration Office to declare a new educational institution.

- During the course of study, foreign students in bachelor degree level or higher can depart and re-entry Thailand without the need for a re-entry permit.

2) Change of Visa Category

Foreigners who are holding Tourist Visa (TR) can change their visa category to Non-Immigrant Visa Category “Ed Plus” (Student Visa) at Chiang Mai Immigration Office without leaving for the Royal Thai Embassy or Royal Thai Consulate-General outside Thailand. However, the validity of the present visa must remain at least 21 days on the date of application for visa category change.

Required documents for the visa category change to Non-Immigrant Visa Category “Ed Plus” for full-time foreign students.

1. Passport with a validity of not less than 6 months and a copy of its first page
2. Certificate of student status (Thai version), letter of acceptance, and a copy of the University’s announcement regarding the incoming students signed by the president or an authorized person and stamped with the university’s seal
3. Official request letter for visa category change from the University to Chiang Mai Immigration Office
4. A copy of the identification card of the University’s authority that signs the official request letter for visa issuance
5. A copy of curriculum structure and stamped with the university’s seal or faculty’s seal
6. A copy of the latest visa stamp on the passport or e-Visa
7. A copy of the stamp upon the arrival to Thailand at Immigration Checkpoint
8. Receipt of the residence report
9. Tuition fee receipt from the University
10. A completed application form for change of visa (TM.86)
11. Recent (4x6 cm.) photograph of the applicant
12. 2,000 Baht fee

3) Thai Visa Extension

After being granted Non-Immigrant Visa Category “Ed Plus” and having entered Thailand, a foreigner is allowed to stay in the country for 90 days (first stay). To extend the stay beyond 90 days, the foreigner is required to extend the visa within 45 days before the expiration.

A foreign full-time student is allowed to extend the visa for 1 year (365 days) per a request until graduation.

A foreign full-time student is required to contact Chiang Mai Immigration Office for visa extension. In case of overstay beyond the dated permitted, a fine of 500 Baht per day with maximum of 20,000 Baht in total is applied.

Required documents for the visa extension for full-time foreign students.

1. Passport with a validity of not less than 6 months and a copy of its first page
2. Certificate of student status (Thai version) issued by Office of Academic Administration and Development
3. Transcript (Thai version) issued by Office of Academic Administration and Development
4. Official request letter for visa extension from the University to Chiang Mai Immigration Office

5. A copy of the identification card of the University's authority that signs the official request letter for visa issuance
6. A copy of curriculum structure and stamped with the university's seal or Faculty's seal
7. A copy of the latest visa stamp on the passport or e-Visa
8. A copy of the stamp upon the arrival to Thailand at Immigration Checkpoint
9. Receipt of the residence report
10. Tuition fee receipt from the University
11. A completed application form for visa extension (TM.7)
12. Recent (4x6 cm.) photograph of the applicant
13. 1,900 Baht fee

4) Report of Residence

Maejo University reports the residence for foreign students that stay on campus only. Those who stay off campus is required to ask the apartment/dormitory owner to report the residence of a foreigner at Chiang Mai Immigration Office within 24 hours after settling at such residence. Failure to abide the law results in 2,000-10,000 Baht fine. Without a receipt of the report of residence, a foreigner cannot request for visa extension.

5) Notification of Staying over 90 Days

A foreigner who wishes to stay in Thailand for over 90 days is required to notify Chiang Mai Immigration Officer every 90 days. A notification can be made 15 days prior or 7 days after the deadline without a fee. A foreigner can make a notification by himself/herself, giving another individual an authority, or sending documents via postal service.

In case that a foreigner has stayed in Thailand for over 90 days without making a notification or with making late notification, the foreigner must visit Chiang Mai Immigration Office and will be fined for 2,000 Baht. Moreover, in case that a foreigner is arrested for any reason, a fine of 4,000 Baht is applied.

Please note that notification of staying over 90 days does not equal visa extension. Also, when leaving out of Thailand, a foreigner is required to make a notification after having re-entered Thailand for 90 days.

Required documents for notification of staying over 90 days.

1. Passport and a copy of its first page,
2. A copy of the latest visa stamp on the passport
3. A receipt of notification of staying over 90 days (if previous notification has been made)
4. A completed Form for Alien to Notify of Staying Longer Than 90 Days (TM.47)

Required documents for notification of staying over 90 days via postal service

1. A copy of the first page of passport, a copy of the latest visa stamp, and a copy of the stamp upon the arrival to Thailand at Immigration Checkpoint
2. A copy of TM.6 (front and back)
3. A receipt of notification of staying over 90 days (if previous notification has been made)

4. A completed Form for Alien to Notify of Staying Longer Than 90 Days (TM.47)
5. Envelope with 5-Baht stamp addressed to yourself for the return of the receipt of the notification.

Send documents No.1-5 in single envelope with registered mail at least 7 days prior to the deadline. Address to Chiang Mai Immigration Office. Keep the receipt of the registered mail as evidence.

6) Visa Cancellation

Upon the termination of student status, Maejo University will issue an official letter for visa cancellation for a foreigner. The letter is a proof that the University will not be held responsible for any actions of a foreigner and issuance of any documents such as Visa Extension, Notification of Staying over 90 Days, and other documents related to arrival to and departure from Thailand. A foreigner is required to request for visa cancellation prior to the departure from Thailand or change of institution.

Even though a current visa has not expired, a foreigner who wishes to change an institution within Thailand is required to have the current visa cancelled.

Required documents for visa cancellation of a foreign student.

1. Passport and a copy of its first page
2. A copy of the latest visa stamp on the passport
3. An official letter for visa cancellation issued by Maejo University
4. A certificate of graduation (Thai version) and a copy (for a full-time foreign student)
5. A copy of the identification card of the University's authority that signs the official request letter for visa issuance

NOTE: Should you require any further information, please do not hesitate to contact us:

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