

**ASEAN University Network
Southeast Asia Engineering Education Development Network**

AUN/SEED-Net

Implementation Guidelines and
Application Form
for
Master's Degree Program

For the Japanese Fiscal Year 2015

AUN/SEED-Net Project

As of September 2014

1. Project Background

The concept of the SEED-Net evolved at the ASEAN-Japan Summit Meeting held in December 1997 and the central issue became how to upgrade higher engineering education by way of creating engineering institutions' networks ASEAN-wide. As a result of a series of discussions and preparations between ASEAN Member Countries and Japan, the ASEAN University Network/Southeast Asia Engineering Education Development Network (AUN/SEED-Net) was established in 2001 as a sub-network of ASEAN University Network (AUN).

After two years of preparation, full-scale operation started in March 2003 for five years as the Phase 1 cooperation, which was then followed by another five year project as the Phase 2 cooperation, supported by Japanese Government through Japan International Cooperation Agency (JICA).

In the last decade the AUN/SEED-Net has supported young academic staff of Member Institutions to acquire higher degrees (master's degree and/or Ph.D.) by providing them opportunities to study at leading Member Institutions in the region or at supporting universities in Japan. As a result, around 900 academic staff have already obtained opportunities to study for higher degrees, with most of these having returned to teach students at universities in their respective countries. At the same time, the project has strengthened the research capacity of academic staff in ASEAN Member Countries by supporting collaborative research, academic staff exchange, academic conference, "ASEAN Engineering Journal" and so on. As a result, around 700 collaborative research projects have been undertaken, and more than 1,000 academic papers have been published. Over 1,300 in total academic staff have also participated in exchange programs between Member Institutions in the network. Through these activities the AUN/SEED-Net has succeeded in strengthening the engineering faculties of each Member Institution.

Based on these remarkable achievements, the ASEAN Member Countries, Member Institutions, the Government of Japan and JICA have a strong intention to continue the AUN/SEED-Net aiming to bring about larger impacts not only to other universities in the region and Japan, but also to industry and community by making more direct contribution to the socio-economic development in the region and Japan. After continuous discussion, all parties agreed to implement the Phase 3 Project of AUN/SEED-Net with these following objectives :

- (1) Contribution to advancement and globalization of regional industry
- (2) Contribution to solution of regional common issues in Asia
- (3) Establishment of human resource development platform in science and technology in Asia

2. Program Concept

- (1) AUN/SEED-Net provides Master's Degree Program Scholarship to highly qualified **young faculty staff / prospective young faculty staff of Member Institutions** to acquire Master's degrees in ten engineering fields at Host Institutions.
- (2) During two (2) years of the scholarship, students will be jointly supervised by advisor at Host Institution and Japanese co-advisor from Japanese Supporting Universities to conduct the high-quality thesis research under the supporting program called Collaborative Research Program.
- (3) AUN/SEED-Net may provide supporting programs to our alumni to continuously improve their research and educational capacity such as the support of research conducted with Japanese professors, participation to conferences, as well as publication in international journals. Our alumni, who are fostered to be the leading human resources in engineering in each ASEAN country, are expected to be the link between academicians in ASEAN and Japan and further strengthen the AUN/SEED-Net Network. The list of fields with respective Host Institutions, as well as the list of Japanese Supporting Universities are shown in Attachment 1.

3. Objectives

- (1) To increase the number of high qualified faculty staff with master's degree in engineering at Member Institutions which would be necessary to contribute to sustainable development of ASEAN countries.
- (2) To strengthen master's degree programs at the Host Institutions so that the production of high quality master's degree holders in engineering needed for the region is materialized within the region in collaboration with the Member Institutions and Japanese Supporting Universities.
- (3) To strengthen human networking among teaching staff of Member Institutions and Japanese Supporting Universities.

4. Applicant Eligibility

- (1) Applicants must be **young faculty staff of Sending Institutions**, or graduating students/graduates who are **strongly motivated to pursue a professional career as faculty staff at Sending Institutions**.
- (2) Applicants must be **endorsed to apply by Sending Institutions in their home country**, which expect them to be faculty staff after completion of graduate program.
- (3) Applicants must **hold a bachelor's degree** in a relevant engineering field, or to be conferred the bachelor's degree before starting this degree program.
- (4) Applicants should be ranked within top 15% of the class for Bachelor's Degree, in principle, (a certified document of class rank is required).
- (5) Applicant should have a Cumulative Grade Point Average (Cumulative GPA) of 3 or more in the 4-scale grading system or at least 7.5 in the 10-scale grading system.
- (6) Applicants must be **under the age of 30 at the time of application** and capable of carrying out independent research.
- (7) Applicants can be considered even if their Host Institution and Sending Institution are the same university in their home country. However, the applicants have to hold the previous degree from the same Host Institution with outstanding academic performance.
- (8) Applicants who have already received another equivalent major award, scholarship or a salary to undertake a proposed program are NOT eligible for this scholarship.
- (9) Applicants must be in good health, both physically and mentally to apply for a scholarship. If awarded, it can be required that applicants have a medical check-up. Applicants with unhealthy condition may be subjected to a withdrawal of scholarship.

Remarks: **Sending Institutions** is the Member Institutions which endorse applicants and send the requests of scholarships to AUN/SEED-Net. **Host Institutions** is the Member Institutions which accept applicants into their graduate programs.

5. Selection of Host Institution(s)

- (1) Applicants must choose the Host Institution(s) that offer(s) their proposed field of study. (Please see list of Host Institutions and their host fields in Attachment 1, and visit our website at http://www.seed-net.org/application_form.html for application forms.)

- (2) Applicants must carefully study admission requirements of each Host Institution for its own enrollment criteria.
- (3) Each Host Institution has drawn up divisions. It is advised that all applicants should be well aware of research areas that each Host Institution can offer to AUN/SEED-Net students before selecting Host Institution(s), by carefully studying the divisions and choose their tentative thesis research topics accordingly (for details of each engineering field and divisions, please refer to Attachment 1, or visit AUN/SEED-Net Graduate website at <http://www.seed-net-grad.org/>).
- (4) Applicants are eligible to apply to the maximum of two fields and/ or two Host Institutions.
- (5) Applicants can apply to Host institution in own country if they meet all requirements below:
 - The Host Institution and the Sending Institution is the same university.
 - They graduated the previous degree from this Host Institution with outstanding academic performance (excellent score).
 - The course they apply for uses English language as medium of instruction.
- (6) Applicants should be aware that some Host Institutions strictly require their applicants to obtain a TOEFL and/or GRE score as an admission requirement. (Please contact each Host Institution for more details.)

6. Target Number of Scholarships

Approximately 50 scholarships for the Japanese Fiscal Year 2015 will be supported (the exact number of scholarship will be decided based on the budget situation). The scholarships, in principle, should be distributed across fields.

7. Coverage of Scholarships

The scholarships cover tuition fees, living allowance*, health insurance**, relocation allowance, and a round-trip air ticket, in accordance with AUN/SEED-Net regulations. There may be partial support(s) from concerned Host and Sending Institution.

* Living allowance for the successful applicant who studies in own country may be adjusted.

**Health insurance, relocation allowance, and a round-trip air ticket will be provided only for international student.

8. Commencement and Duration of Scholarships

The commencement of scholarship should be within the Japanese Fiscal Year 2015; that is, awarded students should commence their study within April 2015 – March 2016.

The duration of the scholarship is strictly two (2) years, counting from the day of arrival at a Host Institution. Students who need more than two (2) years to acquire a degree will be expected to self-finance during period of extension.

Note: The AUN/SEED-Net Project, in consultation with the Host Institution, will terminate the award of any student who fails to maintain satisfactory progress at the Host Institution.

9. Portrait Rights

The applicant agrees to the condition that AUN/SEED-Net has the right to use photos of the person engaged in AUN/SEED-Net activities for advertising or promotional purposes of PR and reporting without consent for each individual case.

10. Application Procedure

Applicants **MUST** submit:

(1) **One (1)** set of AUN/SEED-Net's Application Form in **Microsoft Excel format** to the AUN/SEED-Net **via E-mail: master@aun-seed.net**. Converting the file into other document formats is not acceptable.

(2) **One (1)** set of AUN/SEED-Net's Application Form, **two (2)** sets of Host Institution's Application Form and required documents **in printed format** to the contact person at Sending Institution to which the applicants belong for endorsement from the Dean or designated person. The Sending Institution will send the completed applications with the endorsement to the AUN/SEED-Net.

* Please note that applications without an endorsement letter will not be accepted.

The announcement of the award of scholarship is done through the Sending Institution of the applicant.

AUN/SEED-Net's application form (in Microsoft Excel format) and Host Institution application form are available at http://www.seed-net.org/application_form.html. The list of names of contact persons at Sending Institutions is given in Attachment 2.

11. Submission Deadline of the Application Form

Application form (Microsoft Excel format) for the Master's Degree Program should be submitted in Microsoft Excel format to master@aun-seed.net by **November 30, 2014**.

The printed form of the applications and the required documents are to be sent by Sending Institution via post to the AUN/SEED-Net Secretariat by **November 30, 2014**.

Application (Printed Form) to be submitted to:

AUN/SEED-Net
(Master's Degree Program)
Faculty of Engineering Building 2, Room 109-110
Chulalongkorn University
Bangkok 10330, THAILAND

AUN/SEED-Net APPLICATION FORM

Master's Degree Program JFY 2015

INSTRUCTIONS

To fill in the application form, it is advised to carefully study the Program Guideline of Master's Degree Program JFY 2015.

To fill in AUN/SEED-Net Application Form in **Microsoft Excel format**, please type all entries in yellow box on the application form.

Once completed, please **DO NOT** convert the file to other file types other than **Microsoft Excel**. Converting the file type to PDF is not acceptable. Handwritten application and other formats of the application form are prohibited.

In addition to the application form, the following "Supporting Documents" are required:

1. This application form, completed with photo & signature
2. Official Bachelor's Degree certificate (original or certified copy)
3. Official Bachelor's transcript with grade points (original or certified copy)
4. Certified letter of Class Rank of the Bachelor's study from the Dean or Registrar Office of your graduated institution (Form in Attachment 3)
5. Letter of Endorsement from the Rector or Dean of Member Institution to which you belong (with current status or position in case you are a faculty staff.)
6. At least one Letter of Recommendation from the Dean or Head of the Department to which you belong or from which you graduated. (Form in Attachment 4)
7. Two sets of completed application(s) of the Host Institution(s) with photo & signature, and all documents required by the Host Institution(s) for which you want to apply (Please note that each host may have different requirements.)
8. Certificate of English Proficiency , e.g. score of TOEFL and GRE or equivalent test (if any)


Additional Documents Checklist

1. Notifying letter of admission from Host Institution(s) from which you want to apply (only in case you have earlier applied to a Host Institution and already been admitted)
2. Others (please specify):

The AUN/SEED-Net Application Form in Microsoft Excel format must be emailed to master@aun-seed.net with subject line "Application: Master's Degree Program 2015". The printed version of the AUN/SEED-Net Application Form and Host Institution's Application Form with the Supporting Documents must be sent to the contact person at Sending Institution to which the applicants belong for endorsement from the Dean or designated person. The Sending Institution will send the completed applications with the endorsement to the AUN/SEED-Net.

(Sample of Application Form)

***The applicants are required to fill in the application form in Microsoft Excel Format only. The format can be downloaded from http://www.seed-net.org/application_form.html

 (ASEAN University Network / Southeast Asia Engineering Education Development Network)	
Application Form of Master's Degree Program JFY 2015	
Instruction: <ol style="list-style-type: none"> 1 Application form can be downloaded from http://www.seed-net.org/ 2 Input all entries in Yellow cells only 3 DO NOT insert rows and/or columns into this file 4 DO NOT convert this file to PDF format or any other formats 5 Attach supporting documents with this application form 6 Submit the complete set of application form in soft and hardcopy 7 Every cell in yellow must be filled 	
Section 1: Personal Information <ol style="list-style-type: none"> 1 Family Name 2 Given Name 3 Full Name (as appeared in passport) 4 Gender 5 Nationality 6 Date of Birth 7 Age 8 Marital Status 9 Current Position 10 Department/Faculty 11 University 12 Mailing Address 13 Tel/Fax 14 Mobile 15 Email 	<div style="border: 1px solid black; padding: 10px; text-align: center;"> Photo (Taken within the past 6 months) </div> Others (Please specify) <input style="width: 100%;" type="text"/> Others (Please specify) <input style="width: 100%;" type="text"/>
Section 2: Academic Qualification <ol style="list-style-type: none"> 1 Bachelor Degree 2 Program/Department/Faculty 3 University 4 Date of Completion (or expected to) 5 Cumulative Grade Point Average (GPAX) (Honors, if any) 6 Class Rank 6.1 Placed at the rank of 6.2 Out of total number of students of 6.3 In the Department/Program of 7 English Qualification (if any, please submit the certificate) 8 English Qualification Scores 9 English Qualification Date Taken 10 Other awards (please give details) 	Please submit the certified letter. Please specify <input style="width: 100%;" type="text"/> Others (Please specify) <input style="width: 100%;" type="text"/>
Section 3: Employment Record Please summarize (in separate sheet) any employment experience, including name of employer, your position, job responsibility and period of work <input style="width: 100%; height: 30px;" type="text"/>	
Section 4: Proposed Graduate Program <ol style="list-style-type: none"> 1 Proposed Place of Study (1) First Priority <ol style="list-style-type: none"> 1.1 University 1.2 Program/Department/Faculty 1.3 Field of Study 1.4 Division 1.5 Preferred Advisor (if any) 1.6 Intake Semester 1.7 Intake Year (2) Second Priority <ol style="list-style-type: none"> 2.1 University 2.2 Program/Department/Faculty 2.3 Field of Study 2.4 Division 2.5 Preferred Advisor (if any) 2.6 Intake Semester 2.7 Intake Year 2 Propose Research Area or Topic 	Please select from Attachment 1 Please select from Attachment 1 Please select from Attachment 1 Please select from Attachment 1
Section 5: Declaration I declare that all information in this application as well as the attached documents are true and correct to the best of my knowledge. I acknowledge that the provision of incorrect information or supporting documents may result in termination of scholarship, and that I will have to be responsible for an expenses incurred from my misinformation. If awarded the scholarship, I agree: <ol style="list-style-type: none"> (a) to abide by the rules and regulations of the Host Institution, AUN/SEED-Net Project, and JICA; (b) to follow course regulations and instructions and abide by such conditions as may be stipulated by both the host institution, and AUN/SEED-Net in respect of this course of study; (c) to refrain from engaging in political activities; or any form of employment for profit; (d) to submit any progress reports or evaluation questionnaire which may be prescribed; (e) to return to my home country at the end of my course of study. I also fully understand that, the scholarship, if awarded, may be subsequently withdrawn for failure of making adequate progress, or for other sufficient cause including health condition as determined by AUN/SEED-Net.	
Signature: _____ Date: _____	
Section 6: Declaration for Graduating student or young graduate only I strongly wish to become a teaching staff or researcher at the Member Institution after my Master's study under the AUN/SEED-Net Project.	
Signature: _____ Date: _____	
End.	

ATTACHMENT 1

List of Host Fields, Host Institutions, and Japanese Supporting Universities

	Host Field	Host Institution	Host Country
1	Chemical Engineering (ChE)	De La Salle University (DLSU) Universitas Gadjah Mada (UGM) Universiti Malaya (UM)	The Philippines Indonesia Malaysia
	Divisions Separation Processes, Process Modeling, Simulation and Design, Chemical Reaction Engineering and Catalysis, Nano Science and Engineering, Environmental Technology and Waste Management, Renewable Energy, Biochemical, Bioprocess, and Food Engineering, Natural Resources Engineering		
2	Civil Engineering (CE)	Chulalongkorn University (CU) Universiti Malaya (UM) Universiti Teknologi Malasia (UTM) Thammasat University (TU)	Thailand Malaysia
	Divisions Structural Eng., Construction Materials, Geotechnical Eng., Transportation Eng., Water Resources Eng., Construction Management and Technology, Hydro and Geo Environment Eng., Infrastructure Maintenance and Management		
3	Computer and Information Engineering (CIE)	King Mongkut's Institute of Technology, Ladkrabang (KMITL) Universitas Gadjah Mada (UGM)	Thailand Indonesia
	Divisions Information Communication Networks, Computer Architecture and Embedded Systems, Software Engineering, Image, Signal and Multimedia Processing, Engineering Management Systems and Applications in Social Systems, Robotics and Intelligent Systems, Sensor Network and Pervasive Computing, Human Computer Interaction (HCI), Web Data Processing and Data Mining		
4	Electrical & Electronics Engineering (EEE)	Chulalongkorn University (CU) Universiti Malaya (UM) University of the Philippines-Diliman (UPD) <u>Institut Teknologi Sepuluh Nopember (ITS)</u>	Thailand Malaysia The Philippines Indonesia
	Divisions Electrical Power Systems, High Voltage Eng., Power Electronics, Renewable Energy and Smart Grids, Embedded Systems, Instrumentation and Control, Robotics and Automation, Radio and wireless Engineering, Optical Communications and Photonics, Multimedia and Signal Processing, Communication Networks, Biomedical Eng., Microelectronics, Nano electronics		
5	Geological and Geo-Resource Engineering (GeoE)	Universitas Gadjah Mada (UGM) Chulalongkorn University (CU) Universiti Sains Malaysia (USM)	Indonesia Thailand Malaysia
	Divisions Geological & Resource System Engineering, Volcanism, Sedimentary Basin, Engineering Geology, Hydrogeology and Geochemistry, Geo-Environmental Engineering, Remote Sensing and GIS, Metalliferous Deposit, Mineral Processing Engineering, Recycle Processing Engineering, Geothermal System, Geophysical and Geochemical Exploration, Energy Resource Engineering, Mining Engineering, Petroleum Engineering, Petroleum Geology		

6	Materials Engineering (MatE)	Universiti Sains Malaysia (USM) Universitas Gadjah Mada (UGM) Universiti Malaya (UM)	Malaysia Indonesia Malaysia
	Divisions Materials for Energy and Environment, Nano Materials, Composite Materials, Biomaterials, Polymers, Ceramics & Glasses, Metallurgy, Advanced Functional Materials (Electronic, Electric, Magnetic materials, etc.), Material Processing		
7	Mechanical & Manufacturing Engineering (ME/ManuE)	Institut Teknologi Bandung (ITB) Universiti Malaya (UM) De La Salle University (DLSU) Universiti Putra Malaysia (UPM)	Indonesia Malaysia The Philippines Malaysia
	Divisions Thermodynamics, Computational Fluid Dynamics, Heat Transfer, Turbo-Machinery, Refrigeration and Air-conditioning, Cryogenics, Power Engineering,, Smart Grid, Rotating Machinery, Vibration, Control, Multibody Dynamicsotics, Vehicle Dynamics, Robotics, Mechatronics, Mechanical Design, Design Optimization, Computational Mechanics, Machine Elements, Experimental Mechanics, Biomechanics, Vehicle Design, Manufacturing Process, Automation, Manufacturing Systems, Machine Tools Technology, Safety and Reliability, Maintenance Engineering, Failure Analysis and Engineering Life Assessment, Material Engineering, Aerodynamics, Lightweight Structure, Flight Mechanics, Aerospace Design, Aviation Technology		
8	Energy Engineering (EneE)	Institut Teknologi Bandung (ITB) Universiti Sains Malaysia (USM) King Mongkut's Institute of Technology, Ladkrabang (KMITL)	Indonesia Malaysia Thailand
	Divisions Electrical Power System, Green City/Building, Environmental Energy, Energy Conversion, Bio-energy, Solar Energy, Energy Material, Heat and Fluid Dynamics, Heat Pump, New & Renewable Energy, Nuclear Energy, Energy Policy, Energy Scenario, Energy Storage, Clean Coal, Hydrogen Car, Energy in Automotive Engineering		
9	Environmental Engineering (EnvE)	University of the Philippines-Diliman (UPD) Chulalongkorn University (CU) Institut Teknologi Bandung (ITB) Kasetsart University (KU)* <u>*International Students will study in Weekend Program.</u>	The Philippines Thailand Indonesia Thailand
	Divisions Pollution: Air and Noise Pollution, Water Pollution, Soil and Groundwater Pollution Treatment: Air and Gas Treatment, Water and Wastewater Treatment, Solid Waste and Hazardous Waste Treatment, Environmental Remediation, Biotechnology and Biological Treatment, Physicochemical Treatment Management: Urban Water Management, Solid waste and Hazardous Waste Management, Water Resource Management, Environmental Health and Sanitation, Environmental Modeling, Environmental Management and Policy, Global Environmental Issue		
10	Natural Disaster (ND)	Universitas Gadjah Mada (UGM) Institut Teknologi Bandung (ITB) Chulalongkorn University (CU)	Indonesia Indonesia Thailand
	Divisions Earthquake Hazard, Tsunami Hazard, Volcanic hazard, Geo-hazard, Fluvial and coastal disaster, Water related disaster, Disaster Risk management, Disaster prevention and mitigation		

For the applicants' convenience, the web-sites of the Host Institutions can be accessed from the AUN/SEED-Net's web-site (www.seed-net.org), where application forms of most universities can be downloaded.

The following is the list of 14 Japanese Supporting Universities

1. Hokkaido University
2. Keio University
3. Kyoto University
4. Kyushu University
5. National Graduate Institute for Policy Studies
6. Tokai University
7. Tokyo Institute of Technology
8. Toyohashi University of Technology
9. University of Tokyo
10. Shibaura Institute of Technology
11. Waseda University
12. Osaka University
13. Nagoya University
14. Tohoku University

ATTACHMENT 2

List of Contact Persons at Member Institutions (MIs) for AUN/SEED-Net Graduate Degree Study Program 2015

No.	MI.	As	Contact Person	Position	Email Address
1	Institute of Technology Cambodia (ITC)	Sending	Dr. Thavarith Chunhieng (cc: Dr. Romny OM)	Deputy-Director General Director General	fc@itc.edu.kh thavarit@itc.edu.kh (cc: romny@itc.edu.kh)
2	National University of Laos (NUOL)	Sending	Prof. Dr. Boualinh Soysouvanh Assoc. Prof. Dr. Khamphoui Southisombath Dr. Kinnaeth Vongchanh	Dean, Faculty of Engineering Vice Dean, Faculty of Engineering Coordinator	boualins@fe-nuol.edu.la kphoui@etlao.com kinnaethv@yahoo.co.uk
3	University of Yangon (UY)	Sending	Prof. Dr. Aung Thu (cc: Dr. Aye Aye Thant) (cc: Ms. KThwe Aung Ms. Shwe May Kyaw)	Rector Associate Professor, Physics Department JICA Myanmar Office	uycontact.mm@gmail.com Tel: (95-01) 514908 Fax: (95-01) 510721 uycontact.mm@gmail.com (cc: KThweAung.MY@jica.go.jp ShweMayKyaw.MY@jica.go.jp) Tel: (95-1) 255473-6 Fax: (95-1) 255477
4	Yangon Technological University (YTU)	Sending	Dr. Aye Mint (cc: Mr. Khin Maung Zaw) (cc: Ms. KThwe Aung Ms. Shwe May Kyaw)	Rector Department of Foreign Relations Yangon Technological University JICA Myanmar Office	dram.rector@gmail.com Tel: (95-01) 651717, 650762, 660720 Fax: (95-01) 642564 (cc: ytu.rector@gmail.com Tel: (95-1) 642557 Fax: (95-1) 642564 (cc: KThweAung.MY@jica.go.jp ShweMayKyaw.MY@jica.go.jp) Tel: (95-1) 255473-6 Fax: (95-1) 255477
5	Mindanao State University - Illigan Institute of Technology (MSU-IIT)	Sending	Atty. Edgar Alan A. Donasco (cc: Dr. Eliseo P. Villanueva) (cc: ASEAN Engr. Eulalio C. Creencia)	Dean, College of Engineering Graduate Program Coordinator Department of Chemical Engineering & Technology	gardonasco@yahoo.com (cc: ep_villanueva@yahoo.com) Tel: (63 63) 223 2351 (cc: eul212@yahoo.com)

No.	MI.	As	Contact Person	Position	Email Address
6	Burapha University (BUU)	Sending	Dr. Anat Deepatana	Dean, Faculty of Engineering	anat@eng.buu.ac.th Tel: (66-81) 983 6300
7	Hanoi University of Science and Technology (HUST)	Sending	Mr. Hoang Xuan Lan (Cc: Ms. Doan Thi Thu Trang)	Director, International Cooperation Department International Cooperation Department staff	lan.hoangxuan@hust.edu.vn Tel: (84-4) 868 3197 Fax: (84-4) 869 6720 trang.doanthithu@hust.edu.vn 84 (4) 3869 3796 84 944 01 8989
8	Ho Chi Minh City University of Technology (HCMUT)	Sending	Prof. Dr. Mai Thanh Phong Cc: Ms. Nguyen Thi Pho	Vice Rector (R&D and External Relations) External Relations Officer	mtphong@hcmut.edu.vn Tel: (+84) 8 864-7256 Ext.5101 ntpho@hcmut.edu.vn (+84) 8 38 652 442 (+84) 8 38 653 823
9	Institut Teknologi Bandung (ITB)	Sending	Assoc. Prof. Dr. Dwiwahju Sasongko	Dean, Faculty of Industrial Technology	sasongko@fti.itb.ac.id sasongko@che.itb.ac.id
		Hosting	Assoc. Prof. Dr. Andi Isra Mahyuddin Dr. Ir. Tatacipta Dirgantara Ms. Yenny Ligninasari	Faculty of Mechanical and Aerospace Engineering	aim@ms.itb.ac.id tdirgantara@ae.itb.ac.id yenny.ligninasari@gmail.com
10	Universitas Gadjah Mada (UGM)	Sending	Ms. Aci Prima Sari	International Cooperation Office, Faculty of Engineering	uphi_fit@yahoo.com
		Hosting	Prof. Dr. Dwikorita Karnawati	Geological Engineering Department	dwiko2007@yahoo.co.id
10	Universitas Gadjah Mada (UGM)	Hosting	Dr. Sugeng Sapto Surjono	Head of Geological Department	sugengssurjono@gmail.com
			(cc: Ms. Fransisca N. Herdrastomo; Ms. Wita Dyaswati)	Geological Department	(cc: fnehendrastomo@gmail.com ; witadyaswati@gmail.com)
11	Universitas Indonesia (UI)	Sending	Dr. Muhammad Anis, M.Mett (Cc: Junaidi, M.A Prof. Dr. Ir. Dedi Priadi, DEA Prof. Dr. Ir. Bondan T. Sofyan, M.Si Ms. Yunita Hapsari	Vice Rector for Academic and Student Affairs Head of International Office Dean, Faculty of Engineering Manager of Education and Research, Faculty of Engineering Secretary to Prof. Bondan	warek1@ui.ac.id (62) 21 786 7222 ext. 100210 (62) 21 7888 0139 io-ui@ui.ac.id (62) 21 7888 0139 dedi@metal.ui.ac.id bondan@eng.ui.ac.id yunitahapsari87@gmail.com

No.	MI.	As	Contact Person	Position	Email Address
12	Institut Teknologi Sepuluh Nopember (ITS)	Sending & Hosting	Prof. Darminto (Cc: Prof. Ir. Dr. Adi Seoprijanto, MT Dr. Maria Anityasari Dr. Joko Purwanto)	Vice Rector Director of Graduate Program Head of International Office Support staff, Electrical Engineering Dept.	darminto@physics.its.ac.id (62 31) 599 4251-4 ext 1224 dir_pps@its.ac.id , adisup@ee.its.ac.id int_off@its.ac.id (62 31) 5923411 djoko@ee.its.ac.id
13	Universiti Malaya (UM)	Sending	Dr. Shatirah Mohamed Akib	Department of Civil Engineering	shatirah@um.edu.my shatirahakib@yahoo.co.uk
		Hosting	Dr. Farazila Binti Yusof (cc.) Mr. Norhafizal Ahmad	Department of Mechanical Engineering Dean Office, Faculty of Engineering	farazila@um.edu.my hafizal@um.edu.my
14	Universiti Sains Malaysia (USM)	Sending	Ms. Farah Binti Man	Assistant Registrar	farah_man@usm.my Tel : (60-4) 653-2774
		Hosting	Prof. Dr. Hanafi Ismail (cc. Prof. Dr. Ahmad Fauzi Mohd Noor)	Dean, School of Materials & Mineral Resources Engineering School of Materials & Mineral Resources Engineering	ihanafi@usm.my srafauzi@usm.my
15	Universiti Teknologi Malaysia (UTM)	Sending & Hosting	Assoc. Prof. Dr. Nordin Yahaya (cc: Ms. Siti Nabihah)	Dean of School of Graduate Studies Assistant Registrar	nordiny@utm.my (cc: sitinabihah@utm.my)
16	Universiti Putra Malaysia (UPM)	Sending & Hosting	Prof. Ir. Dr. Bujang Kim Huat Assoc. Prof. Dr. Khairol Anuar Mohd Ariffin (cc: Mr. Rosdi Wah and Mr. Saiful Maskan)	Dean, School of Graduate Studies Head Department of Mechanical and Manufacturing Engineering Head of Administrator Assistant Registrar, School of Graduate Studies	Dean.sgs@upm.edu.my khairol@eng.upm.edu.my (cc: rosdiw@upm.my) (cc: saiful@upm.edu.my)
17	De La Salle University (DLSU)	Sending & Hosting	Prof. Dr. Rosemary Seva	Dean, College of Engineering	rosemary.seva@dlsu.edu.ph
			(cc: Dr. Kathleen Aviso)	Graduate School Coordinator	(cc: kathleen.aviso@dlsu.edu.ph)
			(cc: Dr. Nathaniel Dugos)	Department of Chemical Engineering	(cc: nathaniel.dugos@dlsu.edu.ph)
			(cc: Ms. Gladys Paz Cruz)	Office of Admissions and Scholarships	(cc: gladys.cruz@dlsu.edu.ph)

No.	MI.	As	Contact Person	Position	Email Address
			(cc: Ms. Amabelle Ayop)		(cc: amabelle.ayop@dlsu.edu.ph)
18	University of the Philippines – Diliman (UPD)	Sending & Hosting	Ms. Elizabeth L. Salazar (cc: Dr. Aura C. Matias)	Graduate Office of Engineering Dean, College of Engineering	elsalazar@up.edu.ph beth_engg119@yahoo.com (cc: aura.matias@up.edu.ph auramatias@gmail.com dean@coe.upd.edu.ph)
19	Chulalongkorn University (CU)	Sending & Hosting	Prof. Bundhit Eua-Arporn (cc: Mr. Somsak Jaitrong)	Dean, Faculty of Engineering Director, International School of Engineering Office	Bundhit.E@chula.ac.th (cc: ise@eng.chula.ac.th)
20	King Mongkut's Institute of Technology Ladkrabang (KMITL)	Sending & Hosting	Assoc.Prof.Dr. Supat Kittiratsatcha Assoc. Prof. Dr. Issarachai Ngamroo Assoc. Prof. Dr. Somsak Choomchuay (cc: Ms. Arunee Suvarnathan)	Vice President Dean of International College Faculty of Engineering Faculty of Engineering International Relation Office	kksutat@kmitl.ac.th knissara@kmitl.ac.th kchsomsa@kmitl.ac.th ksarunee@kmitl.ac.th arunee.ic@gmail.com
21	Kasetsart University (KU)	Sending & Hosting	Assoc. Prof. Dr. Thanya Kiatiwat Associate Prof.Dr. Chart Chiemchair (cc: Ms. Supaporn Khumplew)	Dean, Faculty of Engineering Head of Department of Environmental Engineering International Affairs Office	fengtyk@ku.ac.th fengccc@ku.ac.th (cc: fengspk@ku.ac.th)
22	Thammasat University (TU)	Sending & Hosting	Prof. Dr. Somnuk Tangtermsirikul Asst. Prof. Dr. Mongkut Piantanakulchai Asst. Prof. Dr. Winyu Rattanapitikorn (cc: Ms. Pattanun Manachitrungrueng)	Director, Sirindhorn International Institute of Technology School of Civil Engineering and Technology, Sirindhorn International Institute of Technology	somnuk@siit.tu.ac.th mongkut@siit.tu.ac.th winyu@siit.tu.ac.th (cc: pattanun.m@siit.tu.ac.th)

Certified letter on academic standing

To Whom It May Concern:

This is to certify that is / was placed at the rank of out of the class of students in the department / program of, Faculty of at with the Cumulative GPA of.....

Signature

Name in print

Position

Institution

Date

LETTER OF RECOMMENDATION

This form must be completed, put into a separate envelop, sealed, and signed right on the seal by the referee him/herself, otherwise the recommendation will be invalid.)

This part is to be completed by applicant.

Full Name: _____

Proposed Program of Study

1. Place of Study _____
Program applying _____
2. Place of Study _____
Program applying _____

TO THE PERSON EVALUATING THE APPLICANT:

The person whose name appears above is applying for the Graduate Degree Program of the AUN/SEED-Net. AUN/SEED-Net requires your submission of the completed Letter of Recommendation as part of our appraisal of the above-named applicant. We realize that considerable time and effort are needed to respond to this request. Your assistance is therefore greatly appreciated.

This part is to be completed by the person completing this Letter of Recommendation Form.

Full Name: _____

Position / Title: _____

Organization: _____

Contact Address: _____

Tel: _____ **Fax:** _____

Mobile: _____ **E-mail:** _____

1. **What is your candid opinion of the applicant's potential to complete the program applied for considering his/her:**
 - (a) intellectual capacity, promise of productive scholarship, and ability to carry out independent research;
 - (b) creativity and originality;
 - (c) relative standing among contemporary graduates;
 - (d) ability to pursue higher education for which the medium of instruction is English

2. **Please cite outstanding qualities concerning his/her:**
 - (a) personality (maturity and ability to work with others);
 - (b) communication skills

3. Based on the above, how would you recommend the application for the Graduate Degree Program of the AUN/SEED-Net? (Please mark \checkmark below where appropriate)

- Strongly Recommend
- Recommend without reservation
- Recommend with some reservation
- Do not recommend

Additional Comments:

Signature _____

Date _____