

Equivalent Qualification Application Form

Division of Quality Enhancement on Higher Education
Management, Office of the Permanent Secretary
Ministry of Higher Education, Science, Research and
Innovation (MHESI), Thailand

Date ____ Month ____ Year ____

Subject: Request for Equivalent Qualifications

To: Permanent Secretary for Higher Education, Science, Research and Innovation

I, (Mr. / Mrs. / Ms.) _____
graduated (Degree/Certificate Awarded) _____
from (University/Institute) _____ Country _____

I would like to request for the equivalence of the above educational qualification to the education at level (select only one level) :

- ☐ Diploma
☐ Bachelor's Degree
☐ Graduate Diploma
☐ Master's Degree
☐ Higher Graduate Diploma
☐ Doctorate
☐ Others (Please specify) _____

The equivalence of educational qualification will be used for what purpose(s) (Please specify):

My personal profile and education background are as follows:

1. Personal Details

1.1 General info

Date of Birth: Date ____ Month ____ Year ____ Age ____ years old
 Nationality _____ Race _____ Religion _____
 National Identification Number _____
 Place of Issuance _____
 Issuance Date _____ Expiration Date _____
 Passport Number _____ Country _____
 Visa permitted to study abroad from (month/year) _____ to _____



1.2 Permanent Address

Number _____ Street _____ District _____
City _____ Postal Code _____ Country _____
EmailAddress _____

1.3 Current Address

Number _____ Street _____ District _____
City _____ Postal Code _____ Country _____
Telephone Number _____ Mobile Number _____
Accommodation ☐ Live with family ☐ Own House ☐ Rental House
☐ Dormitory ☐ Others (Please Specify) _____

1.4 Name of Present Employer

Your Position _____
Address of Employer _____
Number _____ Street _____ District _____
City _____ Postal Code _____ Country _____
Telephone Number _____

2. Educational Profile

2.1 High School

from (School/Institute) _____
Country _____ Date of Award _____
Name of Certificate _____

2.2 Technical / Vocational Education / Associate Degree

from (University/Institute) _____
Country _____ Date of Award _____
Name of Certificate _____

2.3 Bachelor's Degree

from (University/Institute) _____
Country _____ Date of Award _____
Name of Degree/Certificate _____

2.4 Graduate Diploma

from (University/Institute) _____
Country _____ Date of Award _____
Name of Degree/Certificate _____

2.5 Master's Degree

from (University/Institute) _____
Country _____ Date of Award _____
Name of Degree/Certificate _____



2.6 Higher Graduate Diploma

from (University/Institute) _____
Country _____ Date of Award _____
Name of Degree/Certificate _____

2.7 Doctorate

from (University/Institute) _____
Country _____ Date of Award _____
Name of Degree/Certificate _____

3. Information of Education for which applicants are seeking equivalence

3.1 I graduated (Degree/Certificate Awarded) _____
from (University/Institute) _____
Country _____ (which is ☐ Public ☐ Private Higher Education Institution),
on (Graduation Date) Date _____ Month _____ Year _____
The duration of study was _____ years _____ months in total (from date/month/year
_____ to date/month/year _____)

3.2 Source of fund ☐ Self-funded
☐ Government Scholarship
☐ Others (Please specify) _____

3.3 I hereby use my (High School Diploma / Bachelor's Degree / Master's Degree / Others
(please specify) _____) to apply for admission.

3.4 Method of Study of the program seeking equivalence
☐ In-class
☐ Distance learning ***(The details of the program (item 4.5) must be attached)***
☐ Others (Please specify) _____

3.5 Education System of the Program seeking equivalence
☐ Semester system
☐ Trimester system
☐ Others (Please specify) _____

3.6 Total amount of credit of the program seeking equivalence
☐ _____ credits
☐ _____ courses
☐ Others (Please specify) _____



3.7 Education Measurement

3.7.1 Diploma/ Bachelor's Degree

- ☐ Completed full courses with GPA/ Percent _____
- ☐ Received GPA at least 2.00 from 4.00 score level or equivalence

3.7.2 Graduate Diploma / Higher Graduate Diploma

- ☐ Completed full courses with GPA/ Percent _____
- ☐ Received GPA at least 3.00 from 4.00 score level or equivalence

3.7.3 Master's Degree : Plan A (Type A1) / Plan 1 (Academic concentration) with thesis only

- ☐ Thesis title: _____

- ☐ Passed a final oral examination
- ☐ Thesis/ Research publishing
 - ☐ Published articles wasn't required by the curriculum.
 - ☐ My thesis/ research paper was published in academic journal:
Name of academic journals/ Publication _____

Volume _____ Published Date _____
Available at (website/DOI) _____
 - ☐ My thesis/ research paper was presented at an international conference
or has resulted in innovations, creative works, inventions or other
valuable outputs (please specify: _____), all of which
are searchable via _____

3.7.4 Master's Degree : Plan A (type A2)/ Plan 1 (Academic concentration) with course subject and thesis

- ☐ Completed full courses with GPA/ Percent _____
- ☐ Thesis title: _____

- ☐ Passed a final oral examination
- ☐ Thesis/ Research publishing
 - ☐ Published articles wasn't required by the curriculum.
 - ☐ My thesis/ research paper was published in academic journal:
Name of academic journals/ Publication _____

Volume _____ Published Date _____
Available at (website/DOI) _____



- ☐ My thesis/ research paper was presented at an international conference or has resulted in innovations, creative works, inventions or other valuable outputs (please specify: _____), all of which are searchable via _____

3.7.4 Master's Degree : Plan B/ Plan 2 (Professional concentration)
with course subject and individual study (IS)

- ☐ Completed full courses with GPA/ Percent _____
- ☐ Passed a final comprehensive examination
- ☐ IS title: _____
- ☐ IS publishing
- ☐ Published articles wasn't required by the curriculum.
- ☐ My IS paper was published in academic journal:
Name of academic journals/ Publication _____
- Volume _____ Published Date _____
- Available at (website/DOI) _____
- ☐ My IS paper was presented at an international conference or has resulted in other valuable outputs (please specify: _____), all of which are searchable via _____

3.7.5 Doctoral Degree

(The details of the doctorate program (item 4.3) must be attached)

- ☐ Completed full courses with GPA/ Percent _____
- ☐ Thesis title: _____
- ☐ Passed a Foreign Language Examination
- ☐ Passed a Qualifying Examination
- ☐ Passed a Final Oral Examination
- ☐ Thesis/ Research publishing
- ☐ Published articles wasn't required by the curriculum.
- ☐ My thesis/ research paper was published in academic journal:
Name of academic journals/ Publication _____
- Volume _____ Published Date _____
- Available at (website/DOI) _____



- ☐ My thesis/ research paper was presented at an international conference or has resulted in innovations, creative works, inventions and other valuable outputs (please specify: _____), all of which are searchable via _____

I certify that, to the best of my knowledge, all the information provided above is true and correct. I understand that if the Ministry of Higher Education, Science, Research and Innovation (MHESI) requests any additional document, I shall provide them within 15 days of receiving notification from MHESI. **I further understand that if I am unable provide requested documents to MHESI within the deadline, it will be understood that I do not intend to pursue the equivalence of qualification.**

I hereby declare that;

- ☐ I will receive documents of equivalents in person at Office of the Permanent Secretary Ministry of Higher Education, Science, Research and Innovation (MHESI)
Mobile Number _____ EmailAddress _____
- ☐ I would be grateful if MHESI would mail the equivalence documents via postal service to my address (in Thailand): _____

Mobile Number _____ EmailAddress _____



Document Checklist

4. Certified true copies of the following documents are to be submitted for consideration:

4.1 Original qualifications before enrolment in a program seeking equivalence

☐ 1 Copy / ___ page(s) of Diploma / Degree Certificate at _____ level.

☐ 1 Copy / ___ page(s) of Transcript at _____ level.

4.2 Qualifications for which applicants are seeking equivalence

☐ 1 Copy / ___ page(s) of Diploma / Degree Certificate at _____ level.

☐ 1 Copy / ___ page(s) of Transcript at _____ level.

4.3 Qualification of Doctorate

☐ 1 Copy / ___ page(s) of Abstract of Doctoral Thesis

☐ 1 Copy / ___ page(s) of Doctoral Thesis, which was published in academic journal.

☐ 1 Copy / ___ page(s) of the graduation requirements document/evidence

confirming that thesis publication in an academic journal is not required

4.4 Identification Documents

☐ 1 Copy / ___ page(s) of ID card / Officer ID card

☐ 1 Copy / ___ page(s) of Household Registration

☐ 1 Copy / ___ page(s) of Passport on page(s) having inbound and outbound stamped visa of Thailand and countries from which applicants graduated.

4.5 Documents of distance learning program

☐ 1 Copy / ___ page(s) of Evidence / Letter of Affirmation from the university/ institute

☐ Additional documents (Please specify in item 5 below) (if any)

5. Additional Documents

☐ 1 Copy / ___ page(s) of Study Handbook / Program Instruction

☐ 1 Copy / ___ page(s) of Course Syllabus / Study Plan

☐ The documents of *graduates from India* must include the following details;

☐ 1) Roll number

☐ 2) Name of the examination

☐ 3) Correct month and year of examination

☐ 4) Center of examination

☐ 5) Subject offered

☐ 6) Seat number

☐ Others (Please specify) _____



Your consideration of the equivalent qualifications is greatly appreciated.

Sincerely Yours,

(signature) _____ Applicant (No. ____ / ____)
(_____)

This document review is a **preliminary screening. The Office of the Permanent Secretary may request additional documents if the subcommittee requires further information.

Important notes

1. Applicants are required to confirm the verification of their graduation by signing the attached form.
2. The provision of false information or the submission of false documents to government authorities constitutes an offense under the Penal Code.
3. The Office of the Permanent Secretary, Ministry of Higher Education, Science, Research and Innovation (MHESI) has the authority to revoke documents notifying the results of qualification consideration.
4. Please type or write legibly. Illegible forms will not be considered under any circumstances.

For MHESI Officer

☐ Completed

☐ Incompleted / _____ Missing Document (s)

Remark _____

(signature) _____ MHESI Officer

(_____)

Date _____ Time _____

