STUDENT ACTIVITY PROPOSAL

1. Title of activity (English)...
       (Thai)..
2. Responsible student group (club/academic program)..
3. Schedule of activity: Date (s):.............................Time (from-to):.............................
       Location(s):...
4. Objective of activity:..
       ....
       ....
       [   ] International (Specify)...
       [   ] Charity (Specify)..
5. Expected total number of participants: SIIT [   ] Bachelor's ..... students, [   ] Master's ..... students, [   ] PhD ..... students
       Approximate expenses: [   ] detail as attached   [   ] no attachment (specify expenses):..............................
       ....
6. Expenses supported by   [   ] SIIT ....Baht;   [   ] Sponsor ....Baht (attached detail)
7. Expected profit: [   ] profit ....Baht   [   ] None

I hereby certify that the above information is correct.
 	
Sign…..………………………Club President /Organizer
   (   )
Date: ……………...……………..
Student ID: ………………………
Mobile#: …………………….…
Email: ……………………………………………………
	We request for a total budget of ……………….. Baht from SIIT
	[ ] Request for the advanced payment of ……..………… Baht
	      (Advanced payment: Max. 40,000 Baht/activity,
	       except for special case)
	Recipient for advance payment: ……………………….……
	[ ] Do not request for the advance payment from SIIT
	
	         Sign…………………………Club/Activity Advisor
	            ( )
	         Date: …………….…………..

Fiscal Year: ………………...   Club's Budget: ……….................… Baht
Used: …………….…… Baht   Available: ……………………….… Baht
This activity is: [   ] in the club's annual activities & budget   [   ] additional activity (not in the annual plan)
[   ] Approval of …………………..Baht budget is recommended by using SIITbudget under the category of:
      [   ] E-6, 6.2 E) Student Activities of SA&AR Div.
      [   ] …………………………….…………………….
      as a [   ] full support as requested   [   ] partial support (specify the approved items)…………………………………………………
[   ] An approval of requested budget is not recommended because………………………………………………………………….

            Sign…………………………………….. SA&AR Div.
               (   )
            Date…………………………………………

Approval:
[   ] Approve the activity with the budget of ……..…………Baht
[   ] Recommend to be approved with budget……………..Baht
[   ] Disapprove, because………………………………...
 	
Advanced payment:
[   ] Approve the advanced payment of ……………………Baht
[   ] Recommend to be approved……………………….…Baht
[   ] Disapprove, because………………………………....
[   ] None
 	
Sign…………………………………… Deputy Director
   (Assoc. Prof. Dr. Thanwadee Chinda) for SA&AR
Date………………………………………
	For approval of more than 50,000 Baht:
	[ ] Approve the activity with the budget of……………Baht
	[ ] Disapprove, because…………………………………....
	      …………………………………………………....
	
	Advanced payment:
	[ ] Approve the advanced payment of ………..…………Baht
	[ ] Disapprove, because…………………………..………
	[ ] None
	
	Sign…………………………………… Director
	   (Prof. Dr. Pruettha Nanakorn)
	Date……………………………..…………

Activity Proposal Attachment

PART I: Approximate Expenses and Budgets

No.	Items	Approximate Expenses	Budget supported by		
			SIIT	**Sponsor /Others**	**Student Self-Supported**
	Snack (Max: 25 Baht/Student) …………… Baht x …………… Students				
	Lunch/ Meal Box (Max: 40 Baht/Student) …………… Baht x …………… Students				
	Transportation fee (if any)				
	Guest Speaker fee (if any)				
	Total				

* More details, please attach documents (Download Form >> http://sa.siit.tu.ac.th/ats/ac_organize.php)

PART II: Reference Information from similar activity organized in the past

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Sign_____ Club President/ Organizer   Sign_____ Club Advisor

(   )   (   ) / Activity Advisor