



Walailak University

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MOU/MOA Procedure Form

Instruction: This Form is used for both establishing a new MOU (Memorandum of Understanding) and MOA (Memorandum of Agreement), and use for renewing an expiring MOU and MOA with international universities or international organizations and companies.

Please complete **MOU/ MOA Procedure Form** by filling the information in English.

Please check (*Tick ✓*) one of below categories to meet your requirement

Establishing a new MOU/MOA (Please do Section A1, A2 and C)

Renewing an expiring MOU/MOA (Please do Section A1, B and C)

SECTION A 1:	
Name of proposed partner university/ organization/company:	
Postal Address	
Telephone:	
Fax:	
E-mail:	
Website:	
Name and position of partner institution's contact person	
Postal Address	
Telephone:	
Fax:	
E-mail:	
Website:	
Name and position of partner institution's signing person	

SECTION A 2:

Briefly describe how the proposed MOU/MOA is consistent with Walailak University's Internationalization Policy and Faculty's strategic plan.

Briefly describe partner organizations or companies such as university expertise ranking (world ranking and national ranking, its standard vis-a-vis other universities in Malaysia and in the world).

Briefly describe the intended activity covered by the proposed MOU/ MOA.

Briefly describe the anticipated benefits that Walailak University acquire from this proposed MOU/MOA.

Provide a brief assessment of the risks (e.g. reputational, academic, financial, and legal) which may occur to Walailak University and how those risks will be managed.

SECTION B:

- Retain the same MOU or MOA
- Require changes in the following issues/contents

SECTION C:

MOU/MOA Coordinator
(School, College)

Remark:
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.....
.....
Signed _____
()
Position:.....
Date_____Month_____Year_____

Dean/Director
School/College

Remark:
.....
.....
.....
Signed _____
()
Position:
School/ College.....
Date_____Month_____Year_____

Director of CIA
(Center for International Affairs)

Remark:
.....
.....
.....
Signed _____
(Asst. Prof. Dr. Janya Chanchaichujit)
Director, Center for International Affairs
Date_____Month_____Year_____

Vice President
for Global Engagement and Faculty Development

Remark:
.....
.....
.....
Signed _____
(Assoc. Prof. Dr. Surin Maisrikrod)
Vice President for Global Engagement
and Faculty Development
Date_____Month_____Year_____

President

Command
 Approved Disapproved
Signed _____
(Prof. Dr. Sombat Thamrongthanyawong)
President of Walailak University
Date_____Month_____Year_____