



# INTERNATIONAL COLLEGE **iMTM**

วิทยาลัยนานาชาติ

PIM Student Manual  
for Undergraduate Level

**ACADEMIC YEAR  
2021**



**INTERNATIONAL  
COLLEGE**

วิทยาลัยนานาชาติ

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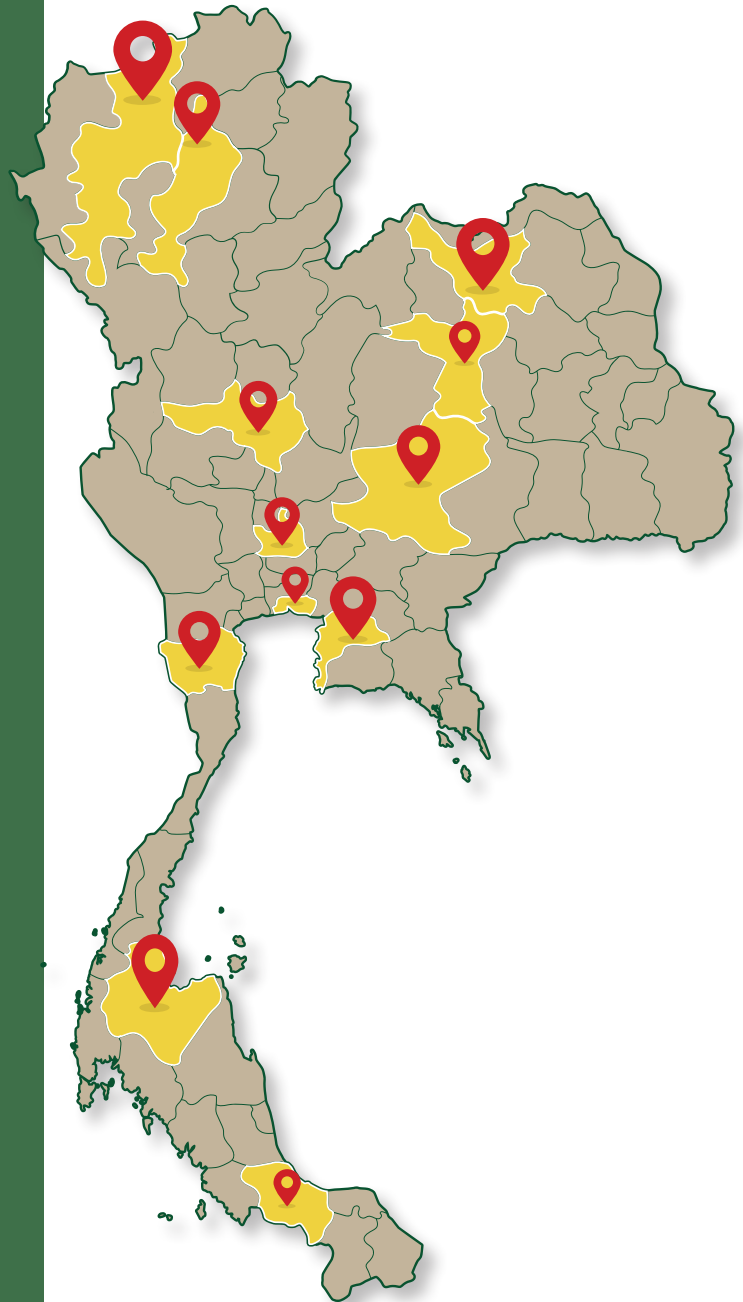
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# Getting to know PIM

Panyapiwat Institute of Management or PIM (PIM) is an educational institution sponsored by CP All Public Company Limited under the Charoen Pokphand Group. PIM is accredited by the Ministry of Higher Education, Science, Research and Innovation to offer a degree at Bachelor's degree, Master's degree and Doctoral studies, which provides teaching and learning in Thai, Chinese and English language.

As Panyapiwat Institute of Management is a corporate university that offers work-based education, we have distinguished academic excellence by focusing on students to learn from hands-on business practice such as CP ALL Group, CP Group and business partners. Students are gain work experience until they become proficient Therefore, PIM graduates are quality personnel who are academically knowledgeable and ready to work professionally.

1. Panyapiwat Institute of Management, Chaeng Watthana Road, Nonthaburi Province
2. Panyapiwat Institute of Management EEC Campus, Chon Buri Province
3. Distance learning units in 12 provinces nationwide



## Logo



### The olive branches, shield, and ribbon

symbolize triumph above all things.

### The crown

represents education as the highest and greatest achievement.

### The color green and golden yellow

used in the logo stand for academic and moral excellence – the two guiding principles to a life of prosperity.

Word mark within the shield are the institute's name and acronym in English and bearing the full name of the institute in Thai is the ribbon at the bottom.

## Official Colors



A symbol of prosperity, growth and fullness

A symbol of academic and moral excellence

### The official colors of PIM

represent academic and moral excellence – the two guiding principles to a life of prosperity.

## Official Flower



### Water Lily (Mangkala Ubol)

The water lily flower serves as a symbol of :

- 1) Perseverance
- 2) Fortitude
- 3) Magnificent achievement

## Philosophy

**Education is the Matrix of Intellect**

## Vision

**Creating Professionals through Work-based Education**

## Mission

Corporate University with the following missions

1. To create qualified people who meet the needs of business sector, social sector and global community sector with the emphasis on learning from real experiences (Work-based Education);
2. To combine academic knowledge and business for teaching, research, academic services and preservation of arts and culture (Combination of Academic and Professional Expertise).
3. To create collaborative networks to develop body of knowledge and promote innovations (Collaborative Networking)
4. To develop an organization that is ready to cope with changes and has a good management system. (Transformative Organization & Good Governance)

## Institutional Identity

Being a Corporate University which is based on Work-based Education style of teaching composes of as follows:

1. Work-based Teaching is the combination study of both theorem and case study form real practical worker of an organization in order to prepare the real practice.
2. Work-based Learning is the learning by doing with both the prearranged-mentors program and the tracking evaluation system based on the career curriculum to integrate both theorem and real practice.
3. Work-based Researching is a research study, conducted by a lecturer, based-on the real-problem research in an organization. The research result is contributed to directly practice and lead the new knowledge breakthrough back to the classroom teaching.
4. Networking University is the cooperation network creation among public and private educational institutes of both domestic and aboard in order to establish teaching participation, learning by practice and innovation-oriented research.

## Self-Identity of the Institute

“READY to WORK.”

### Being able to learn

1. Craving for knowledge, craving for learning, being able to acquire knowledge by oneself.
2. Have the know-how and integrate the concerned fields
3. Have ability to use the tool or technology for application which is suitable for the desired result (based on their field)
4. Have ability to access the news and information resources and properly select the information and knowledge for application

### Being able to think

1. Have competence in analytical thinking, critical thinking, synthesis thinking and innovative thinking
2. Be determined to think and have ability to push their thought and inspiration to create field-based work or innovative work
3. Have administrative idea like an entrepreneur

### Being able to work

1. Perform cross functional work and have ability to persuade others for goal achievement
2. Have communication skills in various languages, including listening, reading, writing, speaking, interpreting and selecting communication channel and tool
3. Make decision and assume responsibilities for the consequence
4. Have ability to create satisfaction on health, education, personal life and interpersonal relations

### Being culture-oriented

1. Inherit Thai culture
2. Have competence in adapting to corporate environment

### Loving righteousness

1. Adhere to professional code of conduct or code of business conduct
2. Insist on and protect the accuracy
3. Respect and appreciate others' goodness.

Faculty	Program	Abbreviations	Place to Study		
			PIM	PIM-EEC	Distance Learning Units
 <b>GE</b> <small>GENERAL EDUCATION</small>	Offering instruction in general education courses for students	-			
	1) Thai language subject group		★	★	★
	2) English language subject group				
	3) Chinese language subject group				
	4) Humanities and Social Sciences subject group				
5) Science and Mathematics subject group					
<b><u>Bachelor Degree</u></b>					
 <b>BA</b> <small>BUSINESS ADMINISTRATION</small>	Modern Trade Business Management Program	MTM	★	★	-
	Modern Trade Business Management (Continuing Program)	CMTM	★	★	-
	Modern Trade Business Management (Continuing Program) (Internet-based Distance Education)	CIMM	★	-	-
	Modern Trade Business Management Program	DMTM	-	-	★
 <b>ET</b> <small>ENGINEERING AND TECHNOLOGY</small>	Digital and Information Technology Program	DIT	★	★	-
	Computer Engineering and Artificial Intelligence Program	CAI	★	-	-
	Industrial Engineering and Intelligent Manufacturing Program	IEM	★	★	-
	Automotive Manufacturing Engineering Program	AME	★	-	-
	Robotics and Automation Engineering Program	RAE	★	-	-
 <b>LA</b> <small>LIBERAL ARTS</small>	Business Chinese Program	BC	★	-	-
	Business Japanese Program	BJ	★	-	-
	Communicative English for Business Program	CEB	★	-	-
 <b>MS</b> <small>MANAGEMENT SCIENCES</small>	Real Estate and Property Management Program	RPM	★	-	-
	Human Resource and Organization Management Program	HROM	★	-	-
	Aviation Business Management Program	AVI	★	-	-
	Hospitality and Tourism Management Program	HTM	★	-	-
	Bachelor of Management	BM	★	-	-
 <b>CA</b> <small>COMMUNICATION ARTS</small>	Major in Corporate and Brand Communication	CB	★	-	-
	Major in Convergent Journalism and Creative Digital Media	CJ	★	-	-
 <b>IAM</b> <small>INNOVATIVE AGRICULTURAL MANAGEMENT</small>	Innovative Agricultural Management Program	IAM	★	-	-
 <b>CEM</b> <small>CREATIVE EDUCATIONAL MANAGEMENT</small>	Teaching Chinese Language Program	TCL	★	-	-
	English Language Teaching Program	ELT	★	-	-

Faculty	Program	Abbreviations	Place to Study		
			PIM	PIM-EEC	Distance Learning Units
 <b>AGI</b> FACULTY OF AGRO-INDUSTRY	Agro-Industry Technology Management Program	ATM	★	-	-
 <b>FBM</b> FACULTY OF FOOD BUSINESS MANAGEMENT	Food Business Management Program	FBM	★	★	-
	Food Business Management (Continuing Program)	CFBM	★	★	-
	Restaurant Business Management Program	RBM	★	-	-
 <b>LTM</b> FACULTY OF LOGISTICS TRANSPORTATION MANAGEMENT	Logistics and Transportation Management Program	LTM	★	-	-
 <b>INTERNATIONAL COLLEGE</b>	International Business (International Program)	iMTM	★	-	-
 <b>MI</b> FACULTY OF MANAGEMENT INNOVATION	Hotel and Food Business Management (International Program)	iHFM	-	★	-
<b>Master Degree</b>					
 <b>BA</b> FACULTY OF BUSINESS ADMINISTRATION	Modern Trade Business Management Program	MBA-MTM	★	-	-
 <b>ET</b> FACULTY OF ENGINEERING AND TECHNOLOGY	Engineering and Technology Program (International Program)	MET	★	-	-
 <b>MS</b> FACULTY OF MANAGEMENT SCIENCES	People Management and Organization Strategy Program	POS	★	-	-
 <b>CA</b> FACULTY OF COMMUNICATION ARTS	Innovative Communication for Modern Organization	MCA	★	-	-
 <b>INTERNATIONAL COLLEGE</b>	International Business Program	iMBA	★	-	-
 <b>CEM</b> FACULTY OF CREATIVE EDUCATIONAL MANAGEMENT	Educational Management and Administration Leadership Program	EML	★	-	-
 <b>Chinese Graduate School</b>	Business Administration (Chinese Program)	C-MBA	★	-	-
	Arts Management	C-MA	★	-	-



# The Institute's Music

## The Institute's Music

### เพลงประจำสถาบันการจัดการปัญญาภิวัฒน์

Koet Ma Pen Khon Tong Phrom Cha Ot-thon Thuk Rueang-rao  
เกิดมาเป็นคน ต้องพร้อมจะอดทนทุกเรื่องราว

Mai-wa A-rai Cha Di Rai Sak Thao-rai  
Tong Mong Wa Pen Bot-rian

ไม่ว่าอะไรจะดีร้ายสักเท่าไร ต้องมองว่าเป็นบทเรียน

\*Sing Thi Rian Khue Khwam-cham

Sing Thi Tham Khue Khwam-ching

\*สิ่งที่เรียนคือความจำสิ่งที่ทำคือความจริง

Sing Thi Tham Dai Yak-yen Nan Cha Ying-yai

สิ่งที่ทำได้ยากเย็นนั้นจะยิ่งใหญ่

Sing Thi Tham Doi Tua-eng Ying Tham Cha Ying Khao-chai

สิ่งที่ทำโดยตัวเอง ยิ่งทำจะยิ่งเข้าใจ

Mae Nan Phiang-dai Ko Mai Luem

แม่นานเพียงใดก็ไม่ลืม

\*\*Tong Khit Pen Tham Pen Rian Pen

\*\*ต้องคิดเป็น ทำเป็น เรียนเป็น

Nen Khwam Pen Tham Nai Chai

เน้นความเป็นธรรมในใจ

Sing Thi Thuk Rak-sa Wai Thi Phit Rao Tong Thing Pai

สิ่งที่ถูกรักหาไว้ ที่ผิดเราต้องทิ้งไป

Laeo Rao Cha Kao Pai ... Duai Kan

แล้วเราจะก้าวไป...ด้วยกัน

\*\*\*Sa-tha-ban Pan-ya Pi-Wat Sa-tha-ban Haeng Pan-ya

\*\*\*สถาบันปัญญาภิวัฒน์ สถาบันแห่งปัญญา

Rao Cha Khoi Pen Phu-son Rao Cha Khoi Pen Bao Lom

เราจะคอยเป็นผู้สอน เราจะคอยเป็นเป้าหมาย

Cha Lo Lae Ko Lom Hai Thuk Khon

จะหล่อและก็หล่อให้ทุกคน

Hai Phrom Klai-pen Khon Di (Hai Thuk Khon Pen Khon Di)

ให้พร้อมกลายเป็นคนดี (ให้ทุกคนเป็นคนดี)

Koet Ma Pen Khon Tong Mung-man Fuek-fon Pra-sop-kan

เกิดมาเป็นคน ต้องมุ่งมั่นฝึกฝนประสบการณ์

Kha Khwam Pen Khon Yu Thi Chai WatKanThi Phon-ngan

An Mi Kha Khuan Chot-c ham

ค่าความเป็นคนอยู่ที่ใจวัดกันที่ผลงาน อันมีค่าควรจดจำ

(Repeat \*, \*\*, \*\*\*) (ซ้ำ\*, \*\*, \*\*\*)

Rao Ko Muean It Khon La Kon Wang Son Kan Chueng Naen-na

เราก็เหมือนอิฐคนละก้อนวางซ้อนกันจึงแน่นหนา

Ko Duai Khwam Rak Nai Pan-ya

ก่อด้วยความรักในปัญญา

Chap Duai Sat-tha .. Nai Sa-tha-ban .. Khong Rao

ฉาบด้วยศรัทธา..ในสถาบัน..ของเรา

(Repeat \*, \*\*, \*\*\*) (ซ้ำ\*, \*\*, \*\*\*)

<https://www.youtube.com/watch?v=RMeubmRez74>

## Mang-Kha-La Ubon Music

### เพลงมังคละอุบล

\*Mang-Kha-La Ubon Dang Phuak-rao Thuk Khon

\*มังคละอุบล ตั้งพวกเราทุกคน

Nak Bao Phrom Pha-chon Ngot-ngam Pon Khem-khaeng

หนักเบาพร้อมผจญ งดงามปนเข้มแข็ง

Tai Ngao Hu Kra-chong Phae King Bai Man-khong

ใต้เงาหูกระจก แผ่กิ่งใบมั่นคง

Yat Yuen Thon Nong Sue-trong Lae Khaeng-kraeng

หยัดยืนทรนง .. ซื่อตรงและแข็งแกร่ง

P (Practicality)

I (Innovation)

M (Morality)

P..I..M P..I..M P..I..M P..I..M Let Go!!

(Repeat \*) (ซ้ำ\*)

\*\*Nai Lok Haeng Khwam-pen-ching

Tong Rian Ru Kan Ching Ching

\*\*ในโลกแห่งความเป็นจริง ต้องเรียนรู้กันจริงๆ

Tong Ok Pai Ha Khwam-ching

Wing Chon Rueang-rao Thae-ching

ต้องออกไปหาความจริง วิ่งชนเรื่องราวแท้จริง

Tong Nueai Tong Tho Ching Ching

Tong Choe Phu-khon Ching Ching

ต้องเหนื่อยต้องท้อจริงๆ ต้องเจอผู้คนจริงๆ

Rian Chak Khon Ru Khwam-ching

Laeo Rao Cha Pen Khon-ching

เรียนจากคนรู้ความจริง แล้วเราจะเป็นคนจริง

Khon Keng Nan Yang Mai Pho Keng Ching Tong Chat-kan Dai

คนเก่งนั้นยังไม่พอ เก่งจริงต้องจัดการได้

Khae Kla Ko Yang Mai Pho Kla Ching Tong Mi Wi-nai

แค่กล้าก็ยังไม่พอ กล้าจริงต้องมีวินัย

Khon Cha-lat Nan Yang Mai Pho

Khon Cha-lat Tong Mai Kong Khrai

คนฉลาดนั้นยังไม่พอ คนฉลาดต้องไม่โกงใคร

Khaen-graeng Ko Yang Mai Pho Phro-wa Tong Mi Nam-chai

แข็งแรงก็ยังไม่พอ เพราะเราต้องมั่นใจ

\*\*\*Thong Si Khiao Kha-chi Chap Si Lueang Rueang-rong

\*\*\*ธงสี่เหลี่ยมจตุรัสสีเหลืองเรืองรอง

Bon Phaen-din Si-Thong Ni Khue Ban Khong Rao

บนแผ่นดินสีทอง นี่คือบ้านของเรา

(Repeat \*\*, \*\*\*) (ซ้ำ\*\*, \*\*\*)

<https://www.youtube.com/watch?v=UjQ-2M5K9Sc>

# Knowing

## “The Office of General Education”

### General Education Office Philosophy

General education creates quality human beings in the world society, with language communication skills, technological advances, thinking process, and public-mindedness.

### Vision

“Creating Professionals through Work-based Education”

### Mission

1. Producing graduates with quality that is relevant to the needs of enterprises with the emphasis on learning from work-based education. (Work-based Education)
2. Combining academic knowledge and professional expertise for provision of instruction, research, academic services, and enhancement and maintenance of arts and culture. (Combination of Academic and Professional Expertise)
3. Creating collaborative networking to enhance sustainable organizational competency and social values. (Collaborative Networking)
4. Develop the organization to be prepared for the change and have good administrative system (Transformative Organization & Good Governance)

### Logo and Color



Panyapruek tree  
or the tree of wisdom that  
spreads educational shade  
signifying life-long learning

Color of the Office | Golden brown

## Roles

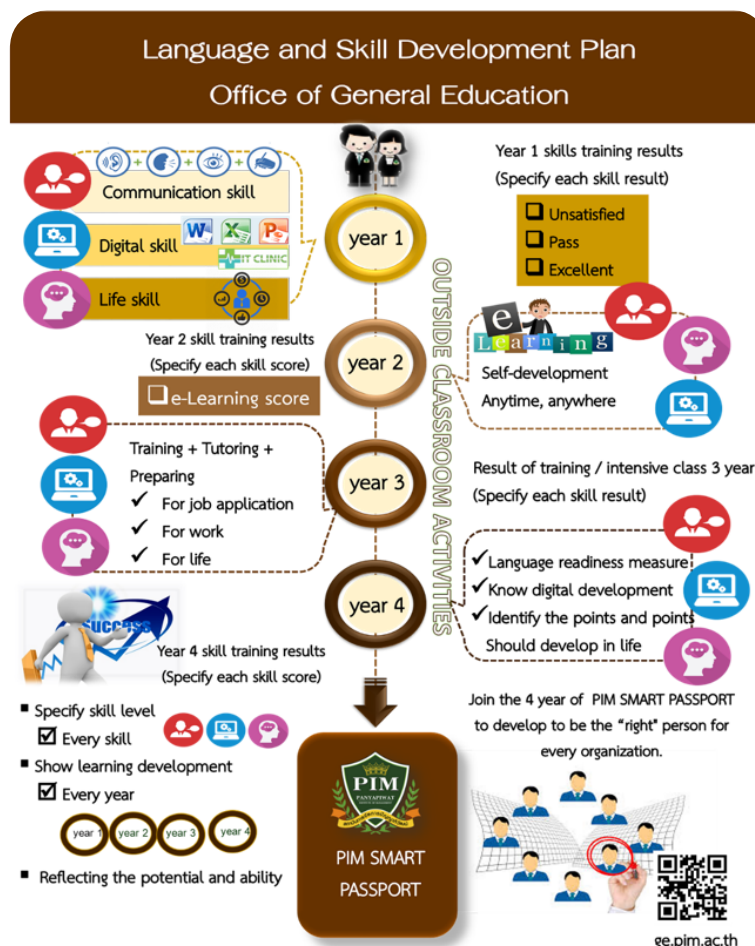
The Office of General Education has a working structure consisting of 5 subject groups and 1 center.

1. Thai language subject group
2. English language subject group
3. Chinese language subject group
4. Humanities and social sciences subject group
5. Science and mathematics subject group
6. Center of Languages and Skills Development (CLSD)

The Office of General Education focuses on provision of instruction on general education courses for students in all programs of Panyapiwat Institute of Management, and organizing activities to develop students in accordance with the identity of graduates of the Institute that is relevant to the needs of the society and employers of the graduates. Throughout the academic year, the Office of General Education has organized student development activities based on its subject groups.

## Center of Languages and Skills

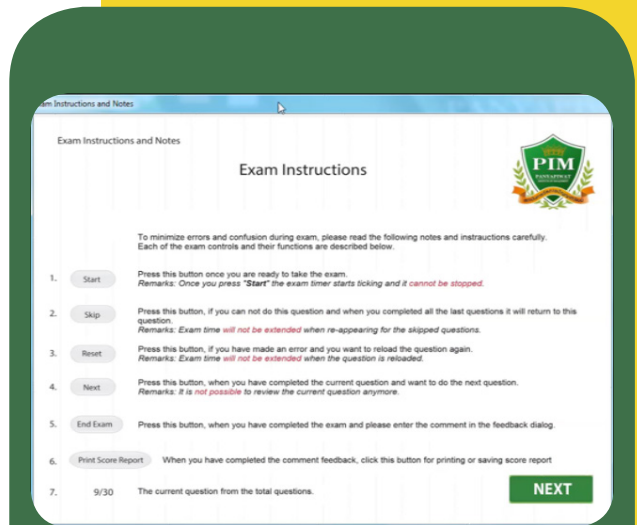
Center of Languages and Skills Development (CLSD) is a work unit under the Office of General Education that has the duty to enhance skills, assess skills and issue standard certifying certificates that are essential to the works of students, namely, communication skills in Thai and foreign language, life skills and digital skills. The CLSD's activities are based on the 4-year operation plan, with the recording of evaluation results and results of student's participation in activities. It is an application program, named "PIM SMART PASSPORT", which is a database of students for use in consideration for decision making concerning the selection of employees to work in various establishments.



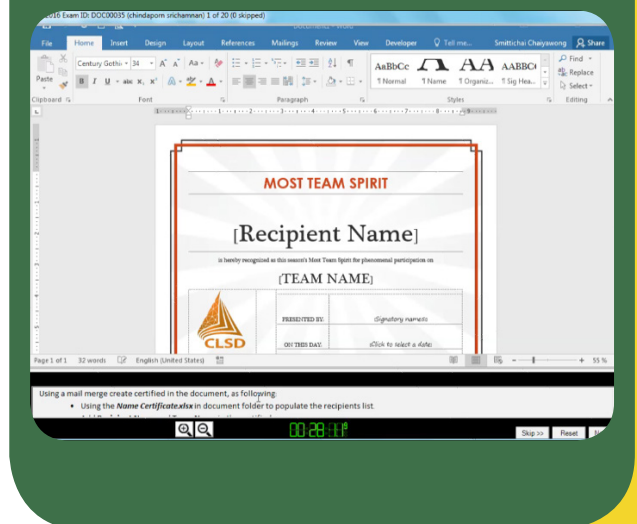
The Office of General Education has set up a training set for the use of office programs. Through the application of "Microsoft Office Simulation" to allow students to practice using tools for office document preparation as well as professional presentations That responds to learning every time.



The registration screen features the PIM logo at the top center, with the text "PIM: Microsoft Office Skills for Works" and a green "START" button below it. The registration form is titled "Register" and includes an "INFORMATION" section with fields for EmpID/Student ID, First Name, Last Name, Company, Department, Email, and Phone. Below this is an "EXAM CATEGORY" section with radio buttons for Microsoft Word 2016, Microsoft Excel 2016, and Microsoft PowerPoint 2016. The "Exam Type" section has radio buttons for 20 Questions (30 Minutes), 40 Questions (50 Minutes), and 60 Questions (70 Minutes). A green "NEXT" button is located at the bottom right of the form.



The "Exam Instructions and Notes" screen displays a list of instructions for the exam. The instructions include: 1. Start: Press this button once you are ready to take the exam. Remarks: Once you press "Start" the exam timer starts ticking and it cannot be stopped. 2. Skip: Press this button, if you can not do this question and when you completed all the last questions it will return to this question. Remarks: Exam time will not be extended when re-appearing for the skipped questions. 3. Reset: Press this button, if you have made an error and you want to reload the question again. Remarks: Exam time will not be extended when the question is reloaded. 4. Next: Press this button, when you have completed the current question and want to do the next question. Remarks: It is not possible to review the current question anymore. 5. End Exam: Press this button, when you have completed the exam and please enter the comment in the feedback dialog. 6. Print Score Report: When you have completed the comment feedback, click this button for printing or saving score report. 7. 9/30: The current question from the total questions. A green "NEXT" button is located at the bottom right of the screen.



The screenshot shows a Microsoft Word document with a certificate template. The certificate is titled "MOST TEAM SPIRIT" and is addressed to "[Recipient Name]". It states that the recipient is being recognized for their participation in the CLSD (Centennial Leadership Skills Development) program. The certificate includes fields for "PRESENTED BY:" and "ON THIS DAY:". The Word ribbon is visible at the top, and the status bar at the bottom shows "Page 1 of 1", "32 words", and "English (United States)".

# PIM 3L : Lifelong Learner Building your future skills

PIM 3L : Life Long Learners It is an operation in form of activities for skill development and lifelong learning promotion for students under the Office of General Education which has been commenced since Academic Year 2020 under the project motto “**There is no investment generating yield equivalent to the learning investment**”.

The main objectives of the project are reinforcing the learning and developing life skills for students by aiming at providing essential skills in order to extend individual potential and develop it to build the new skills and encounter the change un future. PIM 3L Project determines the clear goals, including self-development and human development which lead to further social development.

## Project Structure

PIM 3L Activities are divided into 3 categories as follows

1. **Liking and Lifestyle**, such as Keep Cool with Single Hair Clipper Activity, Home-grown Vegetable Planation as Fence behind the Room Activity, Healthy Cooking Activity, Make-up by Inspiration Activity and so on
2. **Professional Skills**, such as Talk like a Pro..Talk Effectively Activity, Easy..Online Selling Activity, Innovative Video Creator Activity, English News Presentation and Reading Activity and so on
3. **Self Esteem and Society**, such as How to Love..For Safety in our Age Activity, Social Participation... is not that Difficult Activity, Self-inspiration Activity and so on

As learning never stops, we have to precede keeping up with the transformation in the 21st century. To join the PIM activities 3L is a part of life-long learning for PIM students.

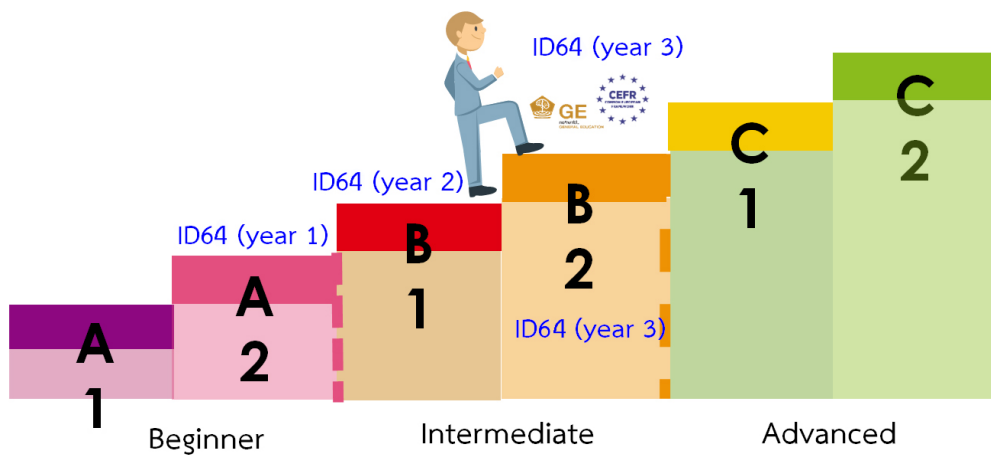


Sample Image of Public Relations Poster for Activities

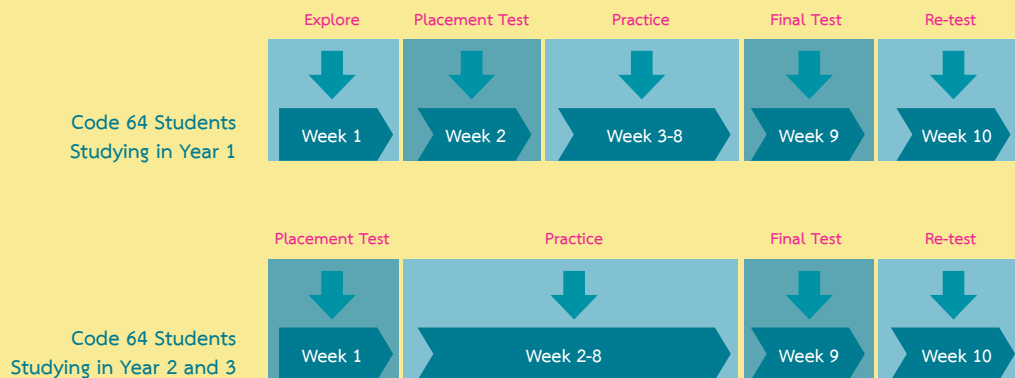
In addition, the Office of General Education also implements the English Language Communication Application Program to support instructional management in the classroom with the aim of enabling students to pass the assessment criteria in accordance with the Common European Framework of Reference for Languages (CEFR) for at least the B2 level.

**ENGLISH  
LANGUAGE  
PROGRAM**

**Common European Framework  
of Reference for Languages: CEFR**



**Plan for Code Students (per block)**



# Knowing Our Faculty

## “International College”

### Philosophy of the Faculty

In International College of PIM, we believe in:

1. Academic excellence as well as practical relevance
2. Hard working as well as creativity and innovation
3. Moral standard and trustworthiness
4. Partnership and contribution to the community

### Vision

We are aspired to build the International College as :

1. a spring board to launch our youth to the world
2. with character, intellect and professional skills
3. where wisdoms of all cultures amalgamates

### Mission

We provide higher education:

1. With an international curriculum from Asian perspective
2. Through international media of communication
3. At international quality standard together with local relevance
4. By an international faculty to an international student body
5. In a network of international partners
6. For nurturing leaders and professionals on the international stage

## Logo and Colors of the College



### Red

In Chinese culture, red is an auspicious color. With its distinct characteristic, red is like bright lights and warmth amid the cold and represents prosperity. Bold and vivid, red helps boost creativity, energy, and personal productivity which, in turn, will lead to more prosperity. In the emblem of ASEAN, red, which is one of the main colors used, depicts courage and dynamism.

## The Offered Program/Majors

### Bachelor's Degree

Bachelor of Business Administration Program in Modern Trade Business Management (International Program)

### Master's Degree

Master of Business Administration Program in International Business (International Program)

## Contact

Location: CP All Academy Building, FL.10

Tel: 0 2855 1575, 0 2855 1126



# Bachelor of Business Administration Program in Modern Trade Business Management

(International Program)

## Degree Name

Bachelor of Business Administration  
(Modern Trade Business Management)  
B.B.A. (Modern Trade Business Management)

*Note : Office of the Ministry of Higher Education, Science, Research  
and Innovation (MHESI) has acknowledged the curriculum on  
February 13, 2019*

## Learning Outcomes of Program

### • Moral and Ethical Aspect

General Education Category	Specific Subject Category
1. Have discipline and punctuality	1. Have discipline and punctuality
2. Have uprightness	2. Have uprightness
3. Be responsible for oneself, society and occupation	3. Be responsible for oneself, society and occupation
4. Perform duties with uprightness, moral, ethics and public mind	4. Perform duties with uprightness, moral, ethics and public mind
5. Respect the rules and criteria of the organization and society	

### • Knowledge Aspect

General Education Category	Specific Subject Category
1. Have a wide knowledge and have ability to apply such knowledge in daily life	1. Understand and analyze the basic principle and theory regarding the modern trade management
2. Understand and analyze other concerned fields, and use as a basis of such specific fields (subject to major)	2. Have ability to adapt to the modern trade management activities
3. Have knowledge and understanding in principle and theory in such specific fields, and have ability to adapt them for problem solving in an actual operation	3. Understand and analyze other concerned fields regarding the modern trade management, such as the principles of economics, accounting, logistics, law and so on, and have ability to adapt or use as a basis of modern trade management

• **Cognitive Skills**

General Education Category	Specific Subject Category
1. Provide initiative and creativity to extend an original knowledge, and have ability to integrate the knowledge in the learning field with an experience to generate innovation, activity or guideline for such specific field	1. Have ability to analyze the situation by applying the principle obtained from learning for adaptation to the actual situation
2. Have ability to analyze and connect the knowledge holistically	2. Have ability to solve the problem regarding the modern trade management by properly referring to the principles
3. Be enthusiastic to pursue knowledge	3. Be determined to pursue knowledge

• **Interpersonal Skill and Responsibilities Aspect**

General Education Category	Specific Subject Category
1. Have ability to adapt to the situation and organizational culture	1. Have ability to work with others
2. Have ability to work with others with leadership	2. Assume responsibilities for an assignment
3. Assume responsibilities for duties and assignment	3. Have ability to adapt to the situation and culture of the organization where the work is performed
4. Have a good relationship with the co-workers in the organization and general people	4. Have a good relationship with the co-workers in the organization and general people
	5. Have a leadership

- **Numerical and Analytical Skill, Communication and Information Technology Application Aspect**

General Education Category	Specific Subject Category
1. Apply the mathematical and statistical knowledge in analysis and presentation	1. Have language skills in explaining the principle and situation, as well as conveying the meaning effectively
2. Have Thai language skills with effectiveness	2. Have ability to select information technology for collecting and presenting the data
3. Have at least one foreign language skill for communication	3. Have the mathematical and statistical basic knowledge in situation analysis, and present data by applying mathematics and statistics
4. Have ability to select digital technology for searching and collecting data as well as presentation	4. Have ability to communicate and present data, and be a listener

## Career Approaches

Upon graduation from the program, the graduates can work in the career of modern trade business management at the practitioner or supporting level of work lines concerning modern trade businesses. They can also be engaged in their own private businesses regarding modern trade related and so on.

## Details of Tuition Fees

1. The total tuition fee of 585,000 baht is paid for the entire program, and payment of tuition fees for the whole semester at the rate specified by the Institute according to the normal 7 semester study plan.

Semesters	Tuition fees for students enrolled in the regular semester
No. 1 - 6	84,000
No. 7	81,000

2. The tuition fees for the whole semester do not include the following expenses:
  - Books and learning documents in the course
  - Workshop equipment, raw materials and other related devices
  - Prerequisite course fees
  - Other fees beyond the tuition fees per semester

# Information on the Study and the Work Practicum

## First Academic Year

Semester 1			Semester 2		
Course Code	Course Title	Credit	Course Code	Course Title	Credit
EN xxxx	English language group	2	EN xxxx	English language group	2
EN xxxx	English language group	2	CN xxxx	Chinese language group	3
TH xxxx	Thai language group	3	SC xxxx	Science and Mathematics group	3
HM xxxx	Social Sciences group	3	MI 62101	Management Foundations & Digital Transformation	3
MI 62102	Accounting & Finance for Modern Trade	3	MI 62109	Foundations for Modern Trade Management	3
MI 62103	Economic Analysis for Modern Trade	3	MI 62110	Sales Management & Store Operation	3
MI 62104	Digital Marketing	3			
<b>Total</b>		<b>19</b>	<b>Total</b>		<b>17</b>
Summer					
Course Code	Course Title	Credit			
MI 62190	Work-based Learning in Modern Trade Business Management 1	3			
<b>Total</b>		<b>3</b>			

*Note : This may subject to change as appropriate*

## Second Academic Year

Semester 1			Semester 2		
Course Code	Course Title	Credit	Course Code	Course Title	Credit
EN xxxx	English language group	2	EN xxxx	English language group	2
SO xxxx	Social Sciences group	3	CN xxxx	Chinese language group	3
MI 62205	Operations & Supply Chain Management	3	MI 62214	Legal Aspects of Modern Trade & e-Commerce	3
MI 62211	Visual & Store Design	3	MI 62215	New Product Development & Category Management	3
MI 62212	Big Data Analytics for Consumer Behavior	3	MI 62216	Customer Experience Management	3
MI 62213	New Retail	3	MI 62217	Cross Border e-Commerce	3
<b>Total</b>		<b>17</b>	<b>Total</b>		<b>17</b>
Summer					
Course Code	Course Title	Credit			
MI 62291	Work-based Learning in Modern Trade Business Management 2	3			
<b>Total</b>		<b>3</b>			

*Note : This may subject to change as appropriate*

## Third Academic Year

Semester 1			Semester 2		
Course Code	Course Title	Credit	Course Code	Course Title	Credit
EN xxxx	English language group	2	MI 62318	Strategic Management for Modern Trade 1	3
MI 62306	Ethics, Mindfulness & Leadership	3	MI xxxxx	Elective courses group (2)	3
MI 62307	Applied Business Research	3	MI xxxxx	Elective courses group (3)	3
MI 62308	International Business Strategy & Cross Cultural Management	3			
MI xxxxx	Elective courses group (1)	3			
<b>Total</b>		<b>14</b>	<b>Total</b>		<b>9</b>
Summer					
Course Code	Course Title	Credit			
MI 62392	Work-based Learning in Modern Trade Business	3			
<b>Total</b>		<b>3</b>			

*Note : This may subject to change as appropriate*

## Fourth Academic Year

Semester 1			Semester 2		
Course Code	Course Title	Credit	Course Code	Course Title	Credit
MI 62419	Strategic Management for Modern Trade 2	3	MI 62493	Work-based Learning in Modern Trade Business Management 4	6
MI xxxxx	Elective courses group (4)	3	MI xxxxx	Free Elective Course (1)	3
MI xxxxx	Free Elective Course (2)	3			
<b>Total</b>		<b>9</b>	<b>Total</b>		<b>9</b>

*Note : This may subject to change as appropriate*

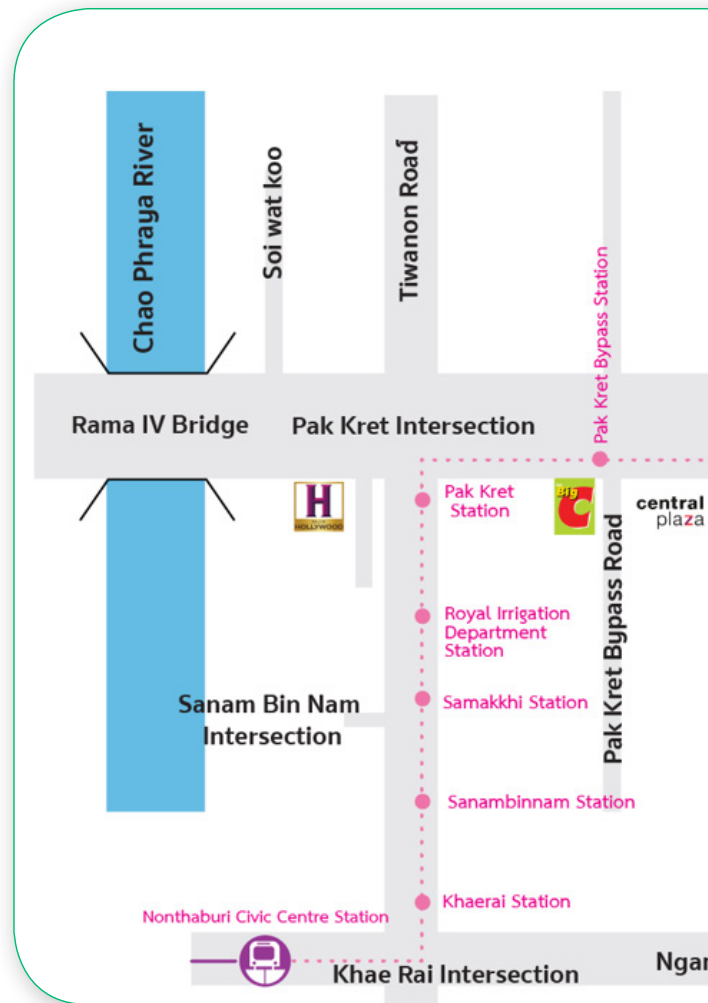
*Information Bachelor of Business Administration Program in Modern Trade Business Management (International Program), please visit [http://202.44.139.57/checo/UnivSummary2.aspx?id=25592501100036\\_2116\\_IP-&b=0&u=25000&y=](http://202.44.139.57/checo/UnivSummary2.aspx?id=25592501100036_2116_IP-&b=0&u=25000&y=)*

# Students Should Know

## • PIM Location

Panyapiwat Institute of Management known as PIM is located on Chaengwattana road on the direction of heading toward Pakkred market. The institute address is 85/1 Moo 2, Chaengwattana Rd., Bang-Talad, Pakkred, Nonthaburi, 11120, Thailand.

Tel. : 02 855 0000  
 Fax. : 02 855 0391  
 E-mail : [contactreg@pim.ac.th](mailto:contactreg@pim.ac.th)  
 Facebook : [www.facebook.com/pimfanpage](http://www.facebook.com/pimfanpage)  
 Website : <https://www.pim.ac.th>



## Public Transports to PIM



**VAN**

- Meanburi - Pakkred
- Victory Monument - Pakkred
- Rungsit - Pakkred
- Chatuchak - Pakkred
- Bang Kapi - Pakkred
- Ramkhamhaeng University- Pakkred



**MINI BUS**

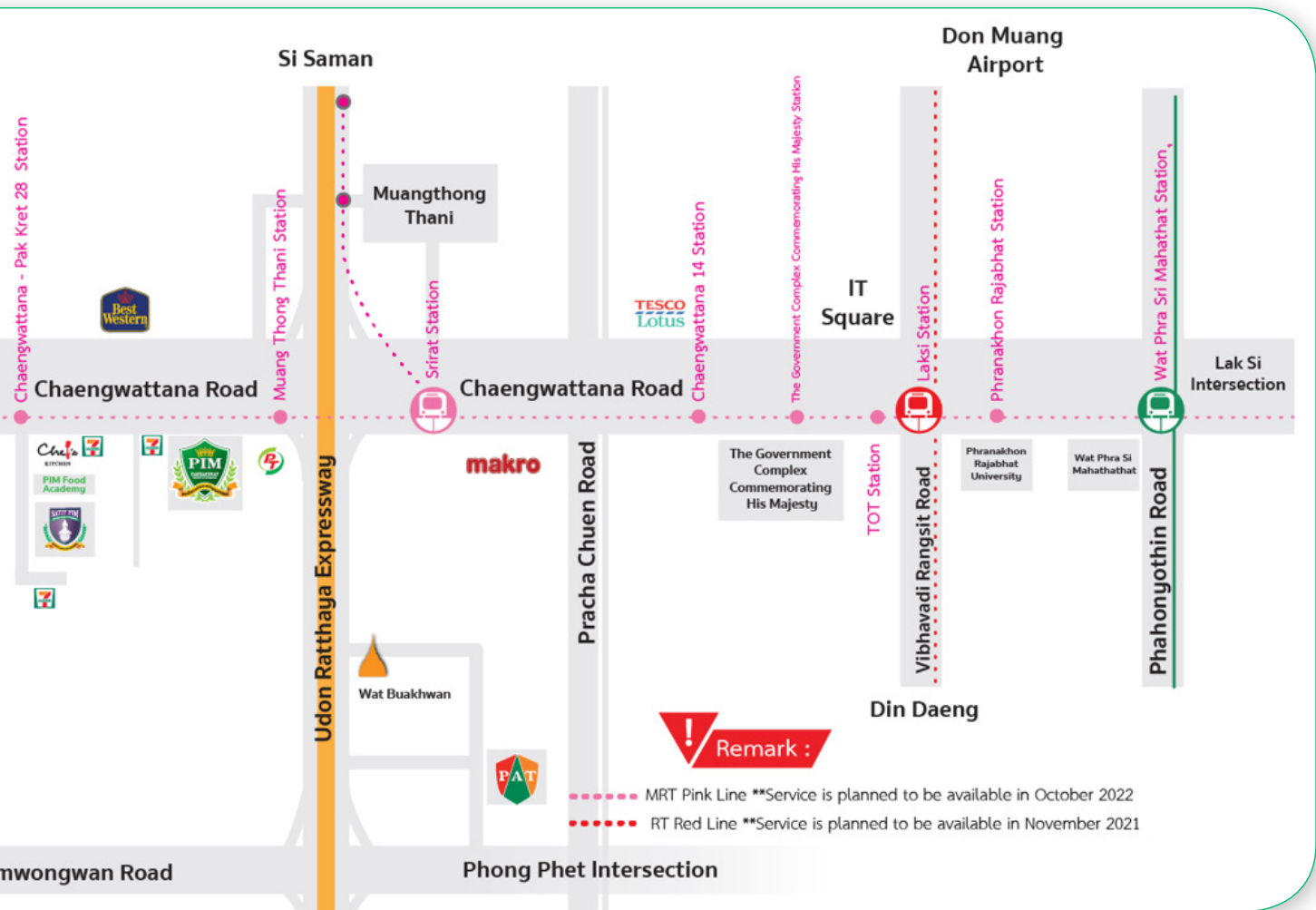
Nonthaburi Pier,- Muangthong Thani – Sali Kho Temple



**BUS**

1. Bus no. 166
  - Victory Monument - Muangthong Thani
2. Bus no. 356
  - Pakkred – Saphan Mai
  - Pakkred – Don Muang – Saphan Mai
3. Bus no. 51
  - Pakkred – Kasetsart University
4. Bus no. 52
  - Pakkred – Chatuchak
5. Bus no. 150
  - Pakkred –Happy Land
6. Bus no. 391
  - Lad Lum Kaew – Muangthong Thani





**MRT Pink Line**  
**\*\* Service is planned to be available in 2022**

- Nonthaburi Civic Centre Station
- Khaerai Station
- Sanambinnam Station
- Samakkhi Station
- Royal Irrigation Department Station
- Pak Kret Bypass Station
- Chaengwattana Station - Pak Kret 28 (300-meter walk to PIM)**
- Muang Thong Thani Station (500 meter walk to PIM)**
- Srirat Station MRT Pink Line Extension with connectivity point to Muang Thong Thani \*\* Service is planned to be available in 2022**
- Chaengwattana 14 Station
- The Government Complex Commemorating His Majesty Station
- TOT Station
- Laksi Station (Bang Sue - Rangsit) \*\* Service is planned to be available in November 2021**
- Laksi Station (Bang Sue - Rangsit)
- Phranakhon Rajabhat Station
- Wat Phra Sri Mahathathat Station (Mo Chit Station - Saphan Mai - Khu Khot)**
- Ram Inthra 3 Station
- Latphlakhao Station
- 31 Ram Inthra 31 Station
- Mai Lap Station
- Watcharaphon Station
- Ram Inthra 40 Station
- Kubon Station
- Ram Inthra 83 Station
- Eastern Ring Station
- Nopparat Ratchathani Station
- Bang Chan Station
- Satreesethabuthbumpen Station
- Minburi Market Station
- Minburi Station



## Around PIM : Chaeng Wattana

When entering PIM, the students will see many buildings of which area is called “Tara Park”. There are companies and organizations located in Tara Park, such as CP All Public Company Limited, Panyatara Company Limited, All Training Company Limited, Satit PIM Panyapiwat Institute of Management Demonstration School, and Panyapiwat Institute of Management. Let’s get to know Tara Park area and buildings

1	<b>The TARA Building:</b>	Office building of CP All Public Company Limited
2	<b>Tara 1 Building</b>	Office building of Gosoft (Thailand) Company Limited and call center agencies
3	<b>Panyatara Training Center</b>	Office building and training centers of Panyatara Company Limited and All Training Company Limited. In addition, there are 7-ELEVEN, 24Shopping and Co-Working Space located in such area
4	<b>The Park Building (Parking Building)</b>	1,000-car Parking Building (including service fee), Inside the building, there are Food Center and Fitness Center for service
5	<b>Satit PIM Panyapiwat Institute Of Management Demonstration School (SPIM)</b>	Lower and Upper Secondary School
6	<b>Food Technology Building</b>	Office building of CP All Public Company Limited and Comprehensive Food Academy
7	<b>Chef Kitchen and 7-ELEVEN</b>	Restaurant and 7-ELEVEN
8	<b>Panyapiwat Institute of Management (PIM)</b>	Building for learning, training, activity and contact with the faculties and agencies in PIM
9	<b>Tara Square</b>	Multipurpose area which can be served as a parking lot for cars and motorcycles (including service fee)

## PIM Map

How to read the room number appearing in the student's class



### Meaning

Building 4 (CP ALL Academy Building),  
5th Floor and Room number 10



### Building 1 (Administration Building)

- FL. 1 : Friends Care PIM
- FL./1-3 : Laboratory Rooms
- FL. 3 : Prayer Room and Laboratory Rooms

### Building 2 (Convention Hall)

- FL. 1 : Activity Patio, Food and General Merchants, PIM Smart Shop and PIM Souvenir Shop
- FL. 2 : Classrooms
- FL. 3 : Prayer Room and Meeting Rooms

### Building 3 (Multi-Purpose Building)

- FL. 1 : Laboratory Rooms
- FL. 2 : Nursing Room and Offices
- FL. 3 : Laboratory Rooms and Classrooms

### Building 4 (CP ALL Academy Building)

- FL. G : Photocopy Shop
- FL. L : Admissions Center, 7-ELEVEn Shop and Bellinee's Bake & Brew
- FL. M : Aviation Business Training Center
- FL. 3 : Food World @ PIM
- FL. 4: Classrooms and Ground Laboratory Rooms
- FL. 5-8 : Classrooms
- FL. 7 : Classrooms, The Office of Student Affairs and The Office of Student Development

### Building 4 (CP ALL Academy Building)

- FL. 8 : Classrooms and Store Model
- FL. 9 : Lecturer Offices
  - Faculty of Agro Industry
  - Faculty of Communication Arts
  - Faculty of Creative Education Management
  - Faculty of Innovative Agricultural Management
  - Faculty of Food Business Management
- FL. 10 : Lecturer Offices
  - Faculty of Business Administration
  - Faculty of Management Sciences
  - Faculty of Logistics and Transportation Management
  - International College
  - Chinese Graduate School
- FL. 11 : Lecturer Offices
  - Faculty of Liberal Arts
  - Faculty of Engineering and Technology
  - The Office of General Education
- FL. 12 : Laboratory Rooms and Lecturer Office
  - Faculty of Management Sciences (Hospitality and Tourism Management Program)
- FL. 12A : Library
- FL. 14 : The Office of Accountancy and Finance, The Office of Academic Affairs and Reading Zone
- FL. 16 : Auditorium

## • Classrooms and Laboratory Rooms

### Smart Classroom

Rooms : 4-0806



### GO Classroom

Rooms : 4-0808



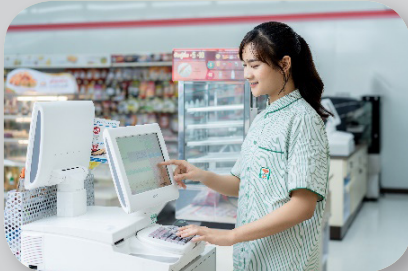
### Computer & Sound Lab

Rooms : 1-0301, 1-0303, 3-0309, 3-0310,  
4-1204, 4-1205, 4-1209  
and 4-1210

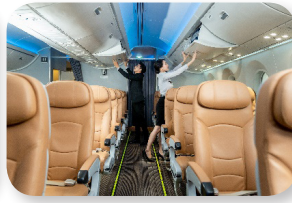


### PIM Store Model

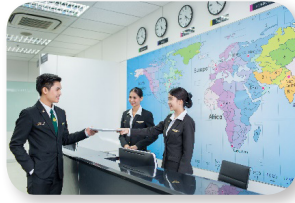
Rooms : 4-0807



## Aviation Business Training Center (PIM Air)



Sky Terminal Rooms : 4-M001  
AIRCRAFT Rooms : 4-M002  
Ground Lab Rooms : 4-0408



## Media and Multimedia Laboratory Convergent Media Studio



Room : 4-1206



## Mac Lab

Room: 4-1207

## Logistics Strategic Management Laboratory Room



Room : 1-0201

## Sciences Laboratory Rooms



### Physical and Innovative Agricultural Lab

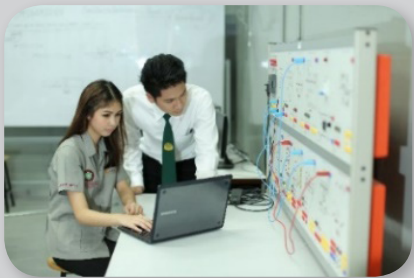
Room : 3-0101



Room : 3-0111

### Chemical Lab

## Engineering Laboratory Rooms



### Microprocessor and Embedded System Lab

Room : 1-0302

### Advanced Research Lab

Room : 1-0308



### Mechanical Engineering Lab

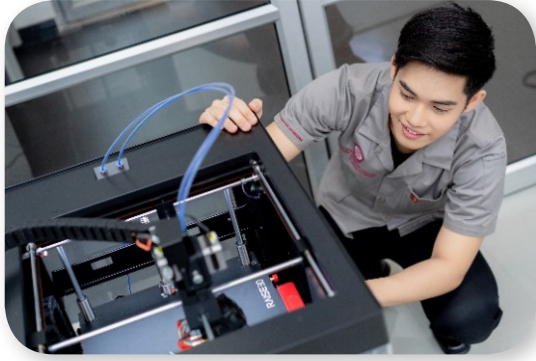
Room : 3-0105 and 3-0106

### Industrial Engineering Lab

Room : 3-0107

### Industrial Automation System Lab

Room : 3-0108



## Automotive Information Lab

Room : 3-0102



## Automotive Electronics Lab

Room : 3-0103



## Electronics and Digital Lab

Room : 1-0304

### Network Lab

Room : 1-0307

### Physics Lab

Room : 1-0305



## Innovation Center for Robotics and Automation Systems (iCRAS)

Room : 1-0101

## Food, Bakery and Beverage Laboratory Rooms



**Cooking Lab**

Room : 3-0112

**Coffee and Beverage Lab**

Room : 3-0113

**Bakery Lab**

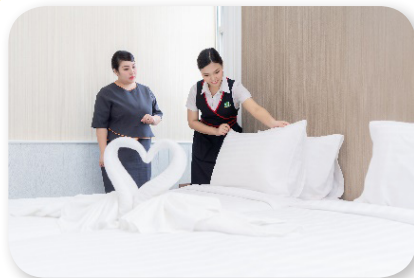
Room : 3-0114

**Sensory Evaluation and Consumer  
Research Center**

Room : 2-0238



## Hospitality Lab



**Deluxe Room Mock-up**

Room : 1-0204

**Culinary and Restaurant Mock-up**

Room : 1-0204



**Mixology Mock-up**

Room : 1-0206



## PIM Academic Calendars and Study Plans

The Work-based Education model of teaching of the institute is a practice-oriented instruction for the students to gain knowledge from classrooms and the real workplaces. Once students graduate, they will be ready to work with accumulated experience, professional skill, life skill and social skill as well as life-long learning development.

### Academic Calendar 2021 for Undergraduate Level; Faculty of iMTM Program, International College

Activities	Semester 1	Semester 1	Semester 2
Online registration period via the PIM registrar system website/ Academic advising/ Tuition fees payment period*	23-29 Aug 2021	10-16 Jan 2022	24-29 May 2022
Instruction Begins	30 Aug 2021	17 Jan 2022	30 May 2022
Last day for late registration and Late fees (This fine is subject to 100 baht/day)**	30 Aug-3 Sep 2021	17-21 Jan 2022	30 May-3 Jun 2022
Course adding /withdrawal period <b>without "W" record</b>	30 Aug-10 Sep 2021	17-28 Jan 2022	30 May-10 Jun 2022
Period for maintaining student status/Request for intermission leave	30 Aug-1 Oct 2021	17 Jan-18 Feb 2022	30 May-1 Jul 2022
Course withdrawal period <b>with "W" record</b>	13 Sep-19 Nov 2021	31 Jan-8 Apr 2022	13 Jun-15 Jul 2022
Last day of classes	10 Dec 2021	29 Apr 2022	5 Aug 2022
Final examinations	6-10 Dec 2021	25-29 Apr 2022	1-5 Aug 2022
Online Grade announcement	3 Jan 2022***	23 May 2022	22 Aug 2022
Last day to adjust grade "I"	4 Feb 2022	24 Jun 2022	23 Sep 2022
<i>Instruction Begins for academic year 2022</i>	<i>29 Aug 2022</i>		

#### Note

\* Late registration fees will be charged according to the Institution announcement

\*\* Not applicable for new students

\*\*\* Or to be announced by college

Information Academic Calendar: <https://aa.pim.ac.th/wp/calendar-undergraduate-th>

#### Note :

\* Late registration fees will be charged according to the Institution announcement

Information Academic Calendar: <https://aa.pim.ac.th/wp/calendar-undergraduate-th>

# Technologies and Systems for Supporting Students

The institute has developed both systems and technologies to facilitate the students in varieties aspects including online study and activity participation. For efficient usages of those, the specifications of Smartphone and mobile device are recommended as follows;

## Single Sign-On

The institute provides various information services for students for examples, Email, e-Learning and the Registrar System (REG). In order to gain access to the services, students need to log in with the Username and Password (Single Sign-On).

The graphic features a woman in a white shirt and black skirt on the left. The main title 'Single Sign-On' is in large green letters, with 'All Systems of the Institute' in a green box below it. A 'Log in' bubble explains that the username is the student ID and the password is the citizen ID or passport number. A list of services includes Registrar System (Web REG), PIM e-Learning, PIM Application, and Internal Services (Room Tracking, Office 365, WiFi, Computer Service Center). Instructions for changing a password are provided, along with a QR code for the Self-Services System.

# Single Sign-On

All Systems of the Institute

## Log in

Username is your student ID and the password is initialized as your citizen ID or passport number.

If a student wants to **change a password**, please login any computer at the Computer Service Center of the institute only.

Press **Ctrl + Alt + Delete** and then, select **Change Password**

Or via **PIM Application** at the menu "Quick Link" 

Or via **the Password Self-Services System** 

- Registrar System (Web REG)
- PIM e-Learning
- PIM Application
- Internal Services
  - Room Tracking
  - Office 365 (e-mail)
  - WiFi with PIM Hotspot
  - Computer Service Center of the institute

Therefore, every student should change the password at the first time of accessing the institute's computer to protect one's own rights of using the available services provided by the Institute.

Information Technology : <http://it.pim.ac.th> 

## • PIM Application

PIM Application is an application that is necessary for students to facilitate the convenience of students in various matters.

### Examples of functions of PIM Application to facilitate the convenience of students:

1. To show the student identity  
>> through menu electronic student ID card

2. Confirming the identity and time of entering class for each course  
>> via the Check Room Tracking menu

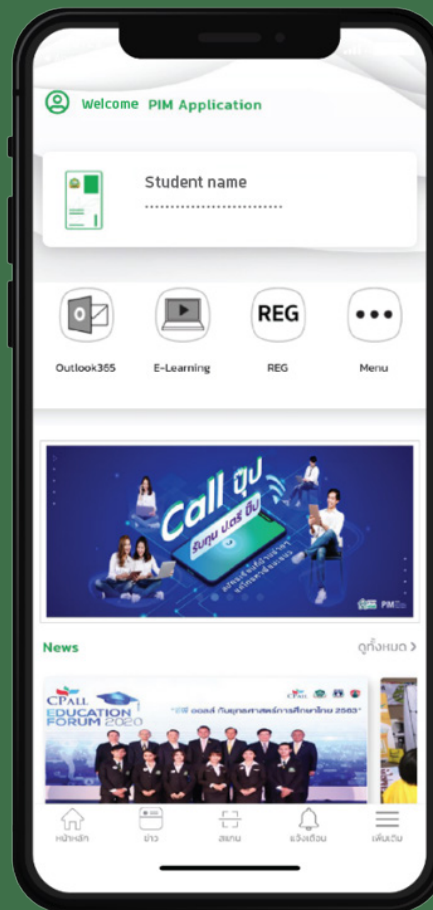
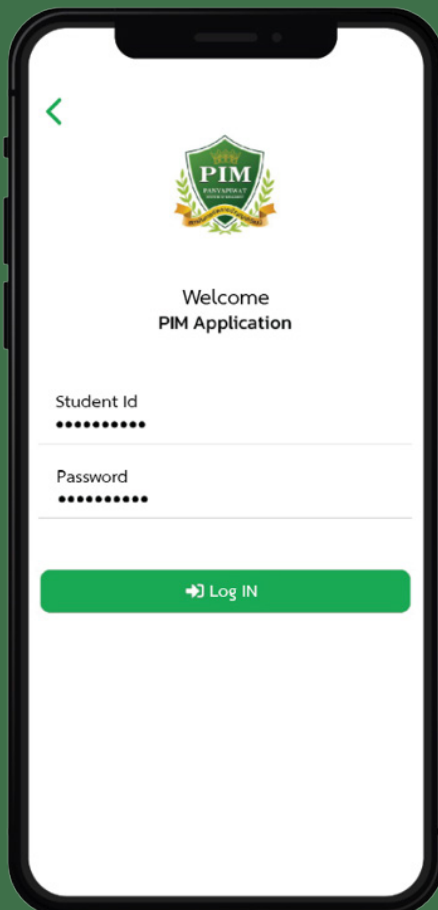
3. Viewing the class schedule, class room, examination room, and learning outcome  
>> via the Academic menu

4. Checking the educational calendar and various activities  
>> via the activities calendar

5. Checking the name of the advisor  
>> via the Advisor menu

6. Receiving notifications from the Institute  
>> via the Notifications menu

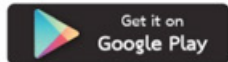
7. Accessing important URL links such as e-Learning, REG (Educational Services System), online request forms, library circulation service, etc.



How to Access

# PIM Application

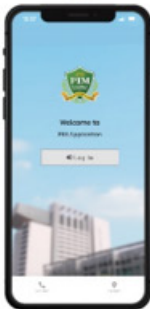
For Students



search  PIM Application

In App Store or Google Play or App Gallery

1



Go to PIM Application

2



Login with your student's ID and Password

3



Set a PIN CODE

4



Login

5



Access the PIM Application



To download and Install PIM Application,  
**At least 50 – 80 MB**  
of free space is required

To access the PIM Application for the next Login use your PIN CODE

Information Technology <http://it.pim.ac.th>



**Note :** In case that a student change a smart device and want to install the PIM Application on the new device, please contact the Office of Information Technology, 12th floor, CP ALL Academy building; or via facebook: สำนักเทคโนโลยีสารสนเทศ สถาบันการจัดการปัญญาภิวัฒน์



How to Access

# Wi-Fi PIMHotspot

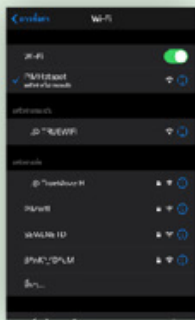
For Smart Devices

1

2

3

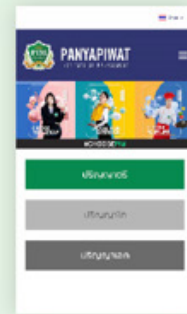
Choose PIMHotspot



Enter your Username  
and Password to login



Once log-on is complete.  
You can use the internet.



Please login with your **Single Sign-On**

**Username** : Student ID

**Password** : is initialized as your citizen ID or passport number.

For further inquiry, please contact the office  
of information Technology. Tel 02-855-0400

PIMHotspot Time limit is **5 hours per usage**  
otherwise a **re-login** is required



Information Technology <http://it.pim.ac.th>



# e-mail

## For Students



### Example

Student's name is Mr. Panya Piwat; Student's ID is 6354100051.

Therefore, e-mail of Mr. Panya Piwat is 6354100051@stu.pim.ac.th

To access an e-mail account

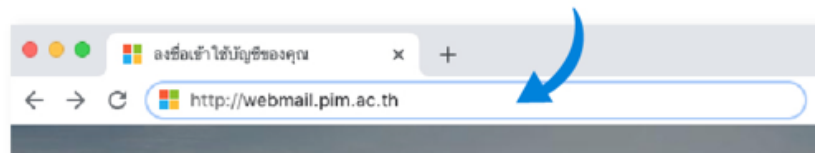
1

via PIM Application >> Enter PIN Code >> "PIM Webmail"



2

Open a web browser and navigate to <http://webmail.pim.ac.th>



3

via Outlook program



Information Technology : <http://it.pim.ac.th>





## Don't worry • Full memory

Students can store the data on the **OneDrive** which has **1 TB.** of storage space.



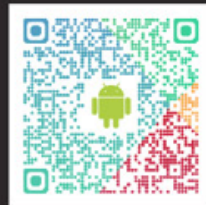
Search  **Microsoft OneDrive** in App Store or Google Play



IOS installation guide



Android installation guide



- ✓ Install
- ✓ Enter your's E-mail address
- ✓ Enter your's password

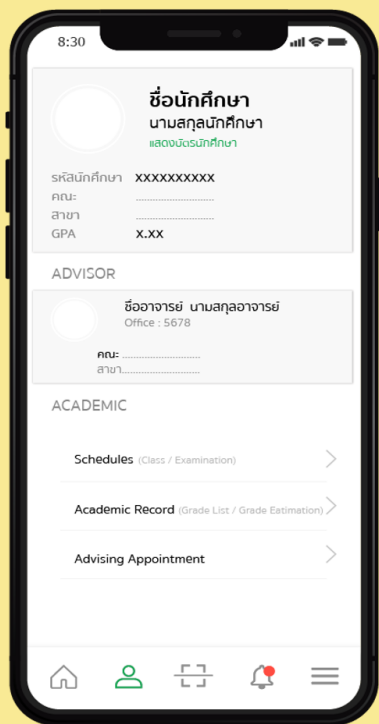
Ready to use

Information Technology : <http://it.pim.ac.th>



# Student Cards

At least one week before the semester starts, all students will receive a student card. It can be used in various activities both inside and outside the institute as follows.



1. To show one's identity when communicating with the Institute, or any other work unit
2. To record class attendance in each course
3. To be used to show one's identity for taking the examination
4. To be used to borrow and return books at PIM library
5. As an ID card (Original or copy of student ID card) for receiving other services, or reimbursing the Institute's expenses

However, if students have any problems in accessing electronic card via the PIM Application, please contact the Office of Information Technology, 12th floor, CP ALL Academy building; or via facebook: สำนักเทคโนโลยีสารสนเทศ สถาบันการจัดการปัญญาภิวัฒน์

On the other hand, if any student wants a physical student ID card, please contact the Office of Academic Affairs. The student ID card fee is waived for the first issue.

*Electronic student ID card*  
0 2855 0269

*Physical student ID card*  
0 2855 1140, 0 2855 1436



## Attiring

### • Student Uniforms

Wearing a student uniform is a proud expression of being a student of the institute. Students should wear a student uniform on the day of class attendance or contacting the institute; and a PIM suit on the day of examination or ceremony in order to be well organized and create a good image for the institute.

## iMTM Uniforms



### • Uniforms of Faculty / Department



# Study at PIM

## • View Study Timetables

Students can view the study timetable through the PIM Application (by choosing “REG” (Registrar System) to access the Registrar System (<http://reg.pim.ac.th>) by the following steps:

1. Login to the system.
2. Click the “Study Timetable” button on the left menu.
3. Click on relevant links such as an academic year and a semester to view the study timetable.

The system will automatically send an alert e-mail via PIM Application to remind students of the time, course title and the classroom number before the 30-minutes start time.

XXXXXXXXXX MISS XXXXX XXXXXXXX

Back Search Student Time

**Schedule Review**

Name: XXXXX.XXXXXX  
Student Status: Normal  
Faculty: XXXXXXXXXXXXXXXXXXXXXXXXXXXX  
Program Name: XXXXXXXXXXXXXXXXXXXXXXXXXXXX  
Advisor: AJARN XXXXX.XXXXXX  
Academic Year: XXXX / PRE 1 2  
Select Block: ALL

รายงานตารางเรียนรายสัปดาห์

Day/Time	08:00 - 09:30	09:31 - 11:00	11:01 - 12:30	12:31 - 14:00	14:01 - 15:30	15:31 - 17:00	17:01 - 18:30	18:31 - 20:00
Mon	EN57305, A-2.2 Online (C) 08:00 - 11:00							
Tue	AV57317, A-1 Online (C) 08:00 - 12:30				AV57315, A-3 Online (C) 14:00 - 18:30			
Wed								
Thu	AV57225, A-1 Online (C) 08:00 - 12:30				EN57305, A-2.2 Online (C) 14:00 - 15:30			
Fri								
Sat					AV57312, A-1 Online (C) 14:00 - 18:30			
Sun	AV57328, A-1 Online (C) 08:00 - 12:30							

\* The following data as shown above is combined with course code, class section and classroom respectively.

**Classroom Guide**

CP, All, Academy Bldg.	4 - XXXY	XX = Floor, YY = Room number
Multipurpose Bldg.	3 - XXXY	XX = Floor, YY = Room number
2nd Floor Convention Hall	2 - XXXY	XX = Floor, YY = Room number
3rd Floor Convention Hall	Hall 1 - Hall 6	

Remark: C = Lec L = Lab M = Onsite / Online split R = Con S = Self T = Tut

**Block Remark**  
A = Block 1.1 & 2.1 (Blue)  
B = Block 1.2 & 2.2 (Orange)


EXAMPLE  
Course title, Section Room no. and Time



For more information about the study timetable, please visit <http://aa.pim.ac.th/pages/registre> or Tel 0 2855 0975, 0 2855 1145 and 0 2855 1669

## • Classroom Schedules


Classroom schedules are posted in front of the room, showing the classes held in the room on a weekly basis. Students should check this schedule to ensure they are in the right room, as it reflects changes in scheduled classes.



### ตารางการใช้งานห้อง (ประจำสัปดาห์)


#### 4-0402

Day	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00
Monday											
Tuesday											
Wednesday											
Thursday											
Friday											
Saturday											
Sunday											
Monday											




Room schedule

EXAMPLE



### Room x-xxx

\* Update date



Date	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00
XX XX XXXX			BC60230 : Chinese Business Culture and Etiquette (B-1) (Ajarn.Tansiny 0301)					BC60227 : Modern China (B-1) (Ajarn.Khantha 0491)			
XX XX XXXX			BE58127 : English for Customer Care and Engagement (B-1) (Ajarn.Pitchaya 0351)					BA60203 : Business Managerial Accounting (B-11) (Ajarn.Kanitta 1065)			
XX XX XXXX		Homeroom (K-Hathairat 0213)						EN57305 : English for Job Application and Interview (B-2) (Ajarn.Benchasri 1315)			
XX XX XXXX	RB58203 : International Restaurant Management System (B-1) (Ajarn.Patcharapon 1492)					TC57315 : Chinese - Thai Translation (B-1) (Ajarn.Chotwan 0819)			BC60230 : Chinese Business Culture and Etiquette (B-1) (Ajarn.Tansiny 0301)		
XX XX XXXX	BE58328 : English for Events and Exhibitions (B-1) (Ajarn.Marisa )			AME3201 : Dynamics and Vibrations (B-1) (Ajarn.Puvadon )				AME3201 : Dynamics and Vibrations (B-1) (Ajarn.Puvadon )			
XX XX XXXX								EN60205 : English for Service (B-30) (Ajarn.Chayaporn 5939)			
XX XX XXXX	CN60105 : Chinese for Work 1 (B-25) (Ajarn.Wasana )							EN60205 : English for Service (B-30) (Ajarn.Chayaporn 5939)			
XX XX XXXX			BC60230 : Chinese Business Culture and Etiquette (B-1) (Ajarn.Tansiny 0301)					BC60227 : Modern China (B-1) (Ajarn.Khantha 0491)			

Course title (Section) and the instructor's name

## Confirmation for study

# ROOM Tracking

### Option 1 Tap a student card on the time recorder machine



- Tap a student card on the time recorder machine for about **3 seconds**.
- The machine screen displays the **student's English name** and message **"pass"**.



### Example of Card Tapping time for Room Tracking or Scan QR Code

#### Class Period


8.00 am. - 9.30 am.

Tapping-in Time      Tapping-out Time

7.45 - 8.15 am.      9.15 - 9.45 am.

### Option 2 Scan QR Code via PIM Application



- Go to  PIM Application
- Enter PIN Code
- Choose Menu "Check Room Tracking"
- Scan QR Code
- Check attendance record data.



If you have not previously logged in, please login and set a PIN code.

Information Technology : <http://it.pim.ac.th>



# PIM e-Learning



▶ To encourage students to access as well as to learn course materials from anywhere, the institute provides PIM e-Learning which is on-line learning systems allowing students to be able to access and study the involved course materials before, during and after school. The PIM e-Learning system can be accessed via as follows:

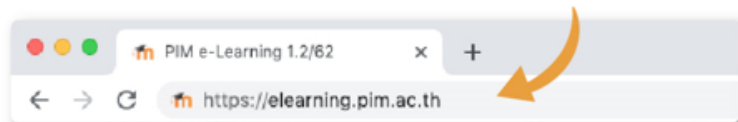
1

PIM Application >> Enter PIN Code >> "PIM e-Learning"



2

Open a web browser and navigate to <http://pimelearning.pim.ac.th>



Students can study the user manual of PIM e-Learning at the PIM e-Learning website



Information Technology : <http://it.pim.ac.th>



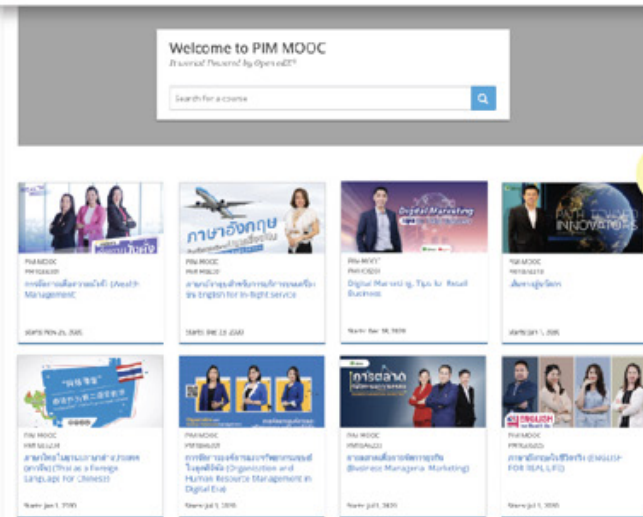
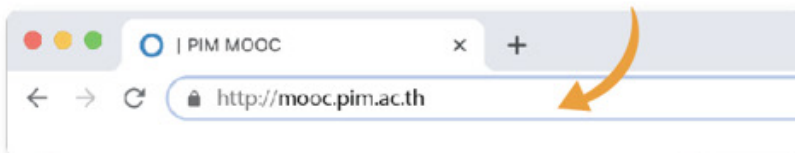
# How to Access PIM MOOC



▶ **PIM MOOC is online courses of PIM knowledge and expertise. Meet the today learning resolution which can be accessed from anywhere and anytime.**

There are study courses for PIM students to learn and research in the courses and openly provided for guests interested in increasing knowledge to access.

Open a web browser and navigate to URL **<http://mooc.pim.ac.th>**



Or scan the QR-Code below



Information Technology <http://it.pim.ac.th>



## Resources for Information Searching

PIM Library provides learning services in terms of information resources such as books, journals, theses, e-books, e-journals, e-theses, e-research, e-projects, online database, and skill enhancing board games in order to facilitate the search for additional knowledge, both from within PIM Library and from databases of other libraries outside the Institute.

## PIM Library

PIM Library is located at Building 4  
(CP ALL Academy), Floor 12A.  
Open daily (except holidays)

Monday – Friday: 08:00 – 18:30

Saturday – Sunday: 09.00 – 18.00

## E-book service



English e-Books which consist of content regarding business administration, management, technology, society, culture and language, and are available for registering and using at <https://ebookcentral.proquest.com/lib/pimth>



Thai e-Books which consist of content regarding management, technology, psychology, self-development, tourism and food, and are available for registering and accessing via Application



e-Books and article regarding finance and investment which are available for using at

<https://elibrary.maruey.com/login>



For more information and can request Username and Password for access at the library.

PIM LIBRARY  
0 2855 0381, 0 2855 0382  
email : [library@pim.ac.th](mailto:library@pim.ac.th)  
Facebook : @PIM LIBRARY

## PIM Library : Knowledge Bank

Knowledge Bank, an online learning resource of the library for students who are interested in the body of knowledge which are available for studying at <https://lib.pim.ac.th/wp/knowledge-bank>



### News, learning media and other online services via various channels of the PIM library

- **PIM library website : [lib.pim.ac.th](https://lib.pim.ac.th)**

PIM Library provides various services via library website (<https://lib.pim.ac.th>), such as reservation of group study room, recommendation on information resources, book delivery service, knowledge storage service, journals and online learning resources at the online library

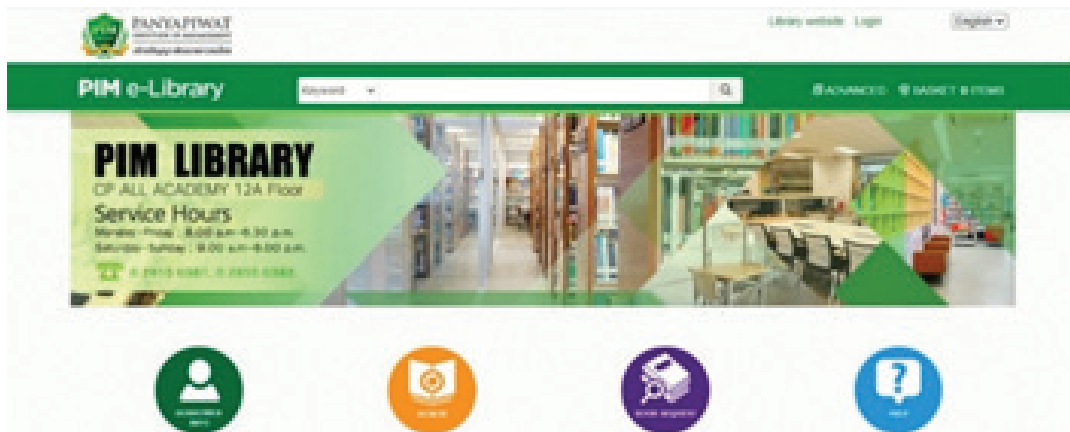
QUICK LINK	OTHER SERVICES		
<a href="#">ฐานข้อมูล Work-based Education and Retail Management</a>	<a href="#">Study Rooms Reservation</a>	<a href="#">Library Request Form</a>	<a href="#">Book Delivery Service</a>
<a href="#">ฐานข้อมูล Food Service</a>	<a href="#">COVID-19 Knowledge Sharing</a>	<a href="#">Panyapiwat Journal</a>	<a href="#">Online Databases Training</a>
<a href="#">InterLibrary Loan Service   บริการยืมระหว่างห้องสมุด</a>	<a href="#">e-Thesis Collections</a>	<a href="#">Getting to Know The Library   คู่มือการใช้งาน PIM</a>	
<a href="#">e-Form   แบบฟอร์ม ทำเรื่องออนไลน์</a>			



For more information and can request Username and Password for access at the library.

**PIM LIBRARY**  
0 2855 0381, 0 2855 0382  
email : [library@pim.ac.th](mailto:library@pim.ac.th)  
Facebook : @PIM LIBRARY





• [elibrary.pim.ac.th](http://elibrary.pim.ac.th)

Students can use an online service of the library via <http://elibrary.pim.ac.th> for searching for books they are interested in with the services at PIM Library, including reservation of book borrowed before or after the student by receiving the book at PIM Library on the date and time informed by the system via students' e-mail, and delivery service to EEC Campus and remote learning center. In this regard, the students can access for using at any places and times with a tip of finger via PIM Application (select PIM e-Library) or at <http://elibrary.pim.ac.th>

Recommend reading and downloading thesis Innovation project and research project

## How to find books? Can you find the library

- Navigate a web browser to <http://elibrary.pim.ac.th>
- Enter search keywords.
- Search options
- Book list example
- View the book list status via "At the library" filter.

**1** Check book loan information. (BORROWER INFORMATION)

To check book loan info, click "Login" menu; and then, enter your Username and Password

Library Member Login

Please login with your account

Username:

Password:

Note: use the same Username and Password as logging in the institutes' computer system.

User Account

- Checked Out Items
- Checked Out Digital Files
- My Favorites
- My Holds
- My Fines
- Checked Out History
- My Profile
- My Suggestions
- Your Saved Searches
- Log Out

Check the following Items:

- Loan status
- Reservation status
- Loan fine
- Loan history
- Saved search
- User information

**2** Self-renewing items (RENEW)

- Click "Checked Out Items" menu.
- Click "Renew Item" button of the renewing item.

Note:

- Self-renewing is allowed twice.
- Fined items cannot be self-renewed.

## Other Library Resource Services from Institute's Academic Cooperation

Students can access the library resource services of other universities or organizations because the Institute has mutually entered into the academic cooperation between the libraries, including



### Office of Academic Resources, Chulalongkorn University (Central Library)

Students can use the book borrowing and returning service and other information resources of the Office of Academic Resources, Chulalongkorn University or Central Library by presenting PIM's student identification card before using service and strictly complying with the rules of Central Library



### Bidyalakarana Library, Kasetsart University

Students can search for books or services they are interested in at Bidyalakarana Library, Kasetsart University by presenting PIM's student identification card before using service and strictly complying with the rules of Bidyalakarana Library, However, incase interested in any book, please request for a photocopy.



### Maruay Library, the Stock Exchange of Thailand

Students can search for books or services they are interested in at Maruay Library, the Stock Exchange of Thailand, located at the Stock Exchange of Thailand Building (near the Embassy of China) by presenting PIM's student identification card before using service and strictly complying with the rules of Maruay Library. In addition, the students can use an e-book service via Maruay e-Library by requesting for username and password to search for any data at the Institute's Library

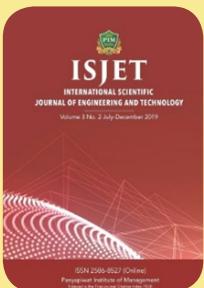
# Academic Journal of Panyapiwat Institute of Management

Academic journal is a quality-verified journal containing the published article of the knowledgeable person in such field, provided that the academic journal of Panyapiwat Institute of Management consists of 4 journals in various fields and languages for publication. If the students are interested in researching, an access can be done as follows



## Panyapiwat Journal

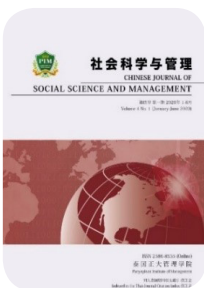
Panyapiwat Journal: Institute's academic journal regarding humanities and social science is in the fields of business administration, management, liberal arts, education science, mass communications and other concerned fields. In this regard, such journal is published with Thai and English articles of which quality is verified based on TCI Group 1 and ACI. Moreover, the students can search for the articles at <https://so05.tci-thaijo.org/index.php/pimjournal/index>



## International Scientific Journal of Engineering and Technology

Academic Journal the Institute of Science and Technology: It is in the fields of engineering, technology, innovation, information technology, management, data system, logistics and transportation, agricultural science and technology, food science and other concerned fields in terms of science and technology.

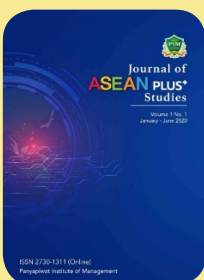
In this regard, such journal is published with English articles of which quality is verified based on TCI Group 2. Moreover, the students can search for the articles at <https://ph02.tci-thaijo.org/index.php/isjet/index>



## Chinese Journal of Social Science and Management

Academic Journal of the Institute of Humanities and Social Science: It is in the fields of business administration, management, liberal arts, education science, mass communications and other concerned fields.

In this regard, such journal is published with Chinese articles of which quality is verified based on TCI (Thai-Journal Citation Index) Group 2. Moreover, the students can search for the articles at <https://so01.tci-thaijo.org/index.php/CJSSM/index>



## Journal of ASEAN PLUS+ Studies

Academic Journal of the Institute of Humanities and Social Science: It is in the fields of government policy, business operation, cultural development in ASEAN region and other concerned fields in terms of science and technology. In this regard, such journal is published with English articles. Moreover, the students can search for the articles at <https://so06.tci-thaijo.org/index.php/aseanplus>

# The examination is coming...

## What to do next?

### • View Exam Timetables

Students can view their final-exam schedules through the PIM Application (by choosing "REG" (Registrar System) to access the Registrar System (<http://reg.pim.ac.th>) by the following steps:

1. Login to the system.
2. Click the "Timetable" button on the left menu.
3. Click on relevant links, such as an academic year and a semester, to check the dates, time, room and seat numbers for each course that students enrolled in that semester.

Examination Schedule Block A						
Course Code	Course Name	Group	Midterm Exam.			
			Date	Time	ROOM	Seat no.
SC60105	Creative Thinking for Sciences and Business Innovation	A-3	11 May 1475	09:30-12:30	CP. All. Academy bdlg. : 4-0602	7

Examination Schedule Block A						
Course Code	Course Name	Group	Final Exam.			
			Date	Time	ROOM	Seat no.
W62102	Accounting & Finance for Modern Trades	A-1	15 May 1475	09:00-11:00	CP. All. Academy bdlg. : 4-0602	7
ME2104	Digital Marketing	A-1	15 May 1475	13:00-15:00	CP. All. Academy bdlg. : 4-0602	7

### • How to conduct oneself in taking the examination

1. Dressed with "a student uniform and wearing a suit of the Institute" while taking the examination
2. Please check the seat number every time before entering the examination room.
3. Students are not allowed to wear watches of all kinds during the examination.
4. Students are not allowed to take the examination if they are more than 30 minutes late after the start of the examination. If they are more than 30 minutes late, they are considered to **"lose the right for taking examination"** in that particular course. Also, students are not allowed to leave the exam room for 45 minutes once the exam starts.
5. Students must always show **"student ID card"** or **"people ID card"** or **"card issued by the government agency"** or **"substitution card for entrance to the examination room"** to the examination room controller before entering the examination room.
6. Students are not allowed to make loud noises in front of the examination room.
7. Students must keep their own belongings, bags, or any valuables under the examination



Clip Introducing the Regulations on Entering Examination for PIM Students  
<https://www.youtube.com/watch?v=7PfNgC7hlls&feature=youtu.be>

## • Prohibitions in Examination for Students

Any Student who does not observe or following Prohibitions is considered to be a cheater in the examination and must be punished as prescribed.

1. Turing on or using all types of communication tools or electronic devices while taking the examination.
2. Having the intention to commit other dishonest behaviors.
3. Taking the tests or the answer sheets out of the examination room.
4. Leaving the examination room during the examination excepting only in the case of permission from the examination room controller.
5. Taking the examination in place of the others or allowing the others to take the examination on one's own behalf.
6. Answering the test items for the others or allowing others answer the items for them.
7. Marking, writing, note taking, or acting in any way that results in any way that results in having messages or symbols on any part of the body or on any other object and bring it into the examination room.
8. Sending or receiving marks, signs or letters in any way during the Exam.

Penalties for Cheating in Examination

1. Grant F for the subject that is cheated
2. Deduct the behavior score (not exceeding 40 scores)
3. Put on probation
4. Deprive of the rights in scholarship

The students whose claim to **remember the wrong examination date or time, wake up late, cannot find the examination room, raining, traffic jam, and vehicles having problems** are not to be considered as a reason for requesting retrospective examination.

## • Requesting permission for retrospective

In the case of uncontrollable events preventing the students from taking the examination on the examination day and time, the students can request for a retrospective examination. They must file a request for retrospective examination with attached documents for consideration to the Academic Promotion Office within two days of the absent examination date.

The controllable events to be considered for retrospective examination request comprise the following:

1. Uncontrollable events that occur with the students, such as sickness or accidents that require hospital treatment. As such, the students must submit **evidence or accompanying documents from the "hospital"** only.
2. Uncontrollable events that are caused by external factors and have effects on the students including emergencies occurring with the parents, natural disasters, or epidemic diseases that prevent the students from taking the examination. As such, the students must submit evidence or accompanying documents for consideration.



*For more information about the Institute's examination*

*Tel. 0 2855 1138 , 0 2855 1148*

# View Grade Results

Students can check their past academic performance and grades in the current semester after the grade announcement according to the academic calendar via the PIM Application (by choosing "REG" (Registrar System) to access the Registrar System (<http://reg.pim.ac.th>) using the following steps:

1. Login to the system.
2. Click the "Grade Result" button on the left menu so that the system displays all the student's grades by semester.

**ระบบบริการการศึกษา REGISTRAR SYSTEM**

Please specify ALL | 20XX : 1, 2, 3 | 20XX : 1, 2, 3 | 20XX : 1, 2, 3 | Grading stimulation program Click here

Semester 1/2017				
Course Code	Course Name	Credits	Grade	
CMA1103	Public Speaking and Presentation Skills	3	D+	
EN58103	English for Everyday Communication	2	A	
MI59101	Business Managerial Marketing	3	B	
MI59102	Business Managerial Accounting	3	B+	
SO58109	Cross Cultural Management	3	A	
TH58103	Thai as a Foreign Language	3	A	
STUDIED RESULT แล้ว				
THIS SEMESTER				
C.Register	C.Earn	CA	GP	GPAX
17	17	17	56	3.29
CUMULATIVE TO THIS SEMESTER				
C.Register	C.Earn	CA	GP	GPAX
17	17	17	56	3.29

Semester 2/2017				
Course Code	Course Name	Credits	Grade	
EN58208	English for Business Communication	2	XX	
HM58102	GO and Thinking Skills Development	3	A	
MI59103	Strategic Organizational and Human Resource Management	3	XX	
MI59104	Modern Trade Business Management	3	XX	
MI59105	Business Managerial Economics	3	XX	
MI59115	Sales and Service Standards for Modern Trade Business	3	XX	
SC58107	Business Information Technology Management	3	D+	
STUDIED RESULT แล้ว				
THIS SEMESTER				
C.Register	C.Earn	CA	GP	GPAX
20	20	20	63	3.15
CUMULATIVE TO THIS SEMESTER				
C.Register	C.Earn	CA	GP	GPAX
37	37	37	119	3.22

However, if students are in doubt about their academic results announced in any courses, students can request to check their results via the online general request form within 15 days after the date the institution announcement of academic results or contact to the Office of Academic.

\*\*If the student does not assess the instructor or all instructors of a particular course, students will not be able to view the grade result of that course.\*\*



For more information

Tel. 0 2855 0375, 0 2855 1148

# Online Petition Submission, Registration, Various Evaluations and Others

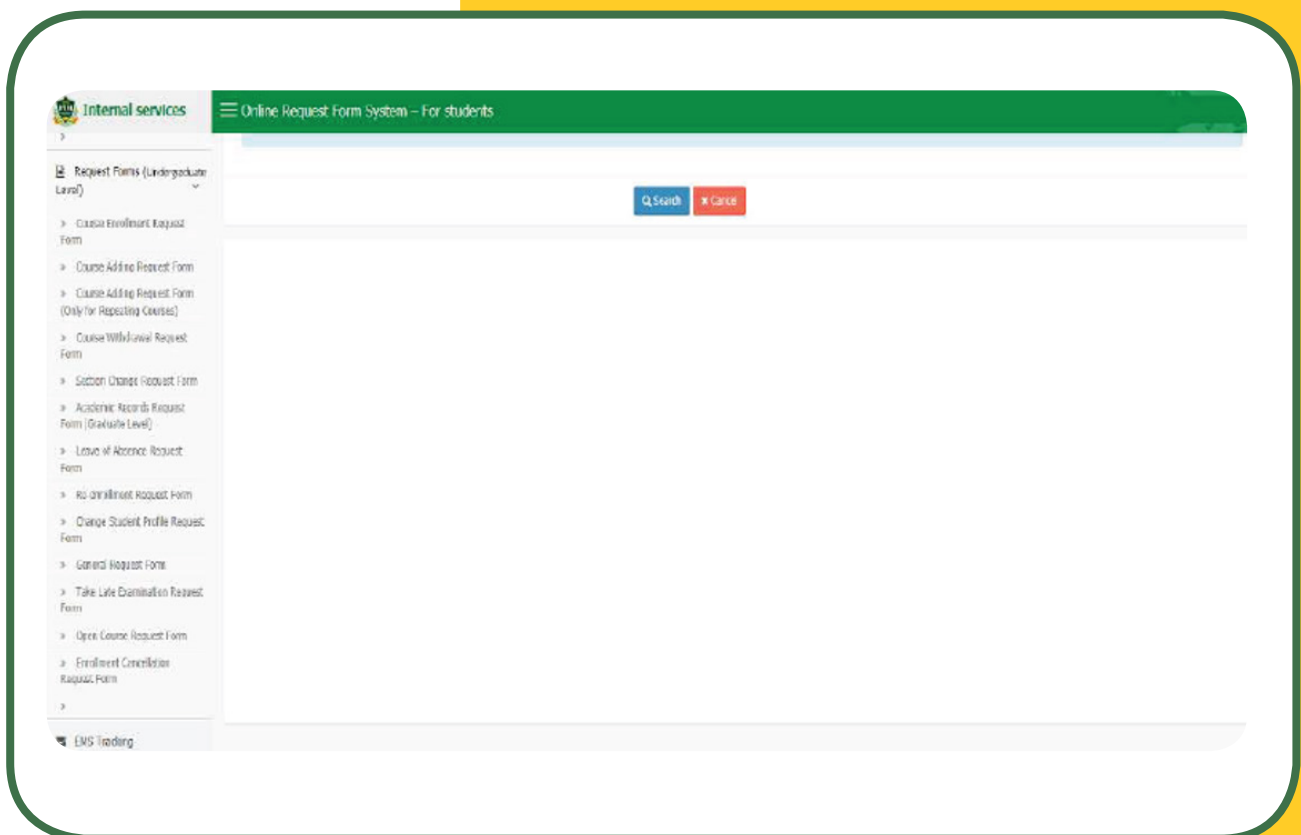
## • Registration System (www.reg.pim.ac.th)

Students can submit an Online Request Form in the Internal Services system to request educational documents, adding-withdrawing courses, adding a course (in case of repeated registration), changing the study group, suspension of study/maintaining student status; or even in case of doubt and wishing to check academic results, etc. via PIM Application (by choosing “Online Request Forms”)

The screenshot displays the Registrar System interface. At the top left is the PIM logo. The main header features the Thai text 'ระบบบริการการศึกษา' and 'REGISTRAR SYSTEM' alongside an illustration of a lecturer at a podium. Below the header is a red 'Logout' button. A central banner reads 'Welcome To Educational Service System'. A green 'News Updated' box is positioned below the banner. On the left side, a vertical menu lists various services: Academic Profile, Student Profile, Print Academic Profile, Demerit Record, Enrollment Record, Payment Channels, Print Voucher Online, Student Refund, Lecturer Evaluation, Evaluate Advisor, Assessment, Life Skill, Study Timetable, Debt / Scholarship, Grade Result, Graduate Check, Course Search, Search Student Time, Search Instructor Time, Search Room Time, Suggestion, and Login Statistic.

## • Internal Services

Students can submit an Online Request Form in the Internal Services system to request educational documents, adding-withdrawing courses, adding a course (in case of repeated registration), changing the study group, suspension of study/maintaining student status, etc. via PIM Application (by choosing “Online Request Forms”)





# PIM Student Practice

PIM provides teaching and learning model as Work-based Education. All PIM students will experience learning on the real-work practice. Practicing in an internship company is an important course of programs; and aimed at both students' efficiently practicing and real-work skill development. Therefore, students should behave appropriately while practicing during their internship periods.

## • Examples of Partner companies

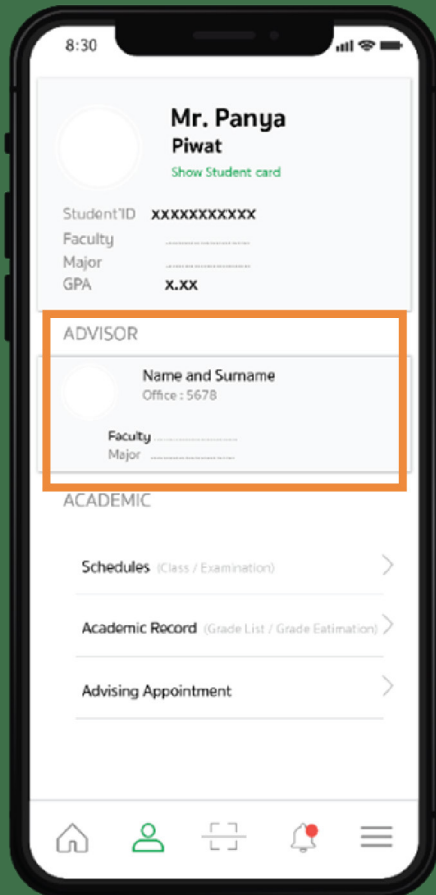


## • Practice Instructions

1. Attend the training on the date and time determined by the company.
2. Strictly follow the rules of the company.
3. Respect, obey and follow the trainers' instructions.
4. Punctuality, diligence, patience and job caring are required.
5. Perform the assigned duties with care and comply with the security rules of the company.
6. Honesty, generosity, and sacrifice to others are required.
7. Dress and behave appropriately.
8. DO NOT disclose any information of the company without permission.
9. Express your gratitude to trainers at the end of the internship.

# Student Care and Assistance

In order to help students while studying, the institute has allocated individuals or agencies to take care of and help them through the following channels



## • Advisors

Provide counseling and guidance for students. Students can check the list of advisors via the PIM Application

Students can find instructors' availability for consultation by clicking on the "Search Instructor Time" button on the left menu bar. Students should then contact the reception desk in front of the lecturer offices (FL. 9 - 12) in order to meet the advisor according to the pre-booked time in the Registrar System website.

Instructor contact details			PLACE
DAY	Time		
Tue	13:00	15:00	XXXXXXXXXXXXXXXXXX
Wed	10:00	12:00	XXXXXXXXXXXXXXXXXX

# PIM CCDS

COUNSELING AND CAREER DEVELOPMENT FOR STUDENT CENTER

ศูนย์ที่ปรึกษาและพัฒนาอาชีพนักศึกษา

## • Mentor

Provide advice and counseling while students are practicing in the internship companies. Students can contact the Counseling and Career Development Center (CCDS) of each faculty at the following details :

*IC*

*0 2855 1127 / 099 169 2116 / 081 250 6301*

## • Smile Center

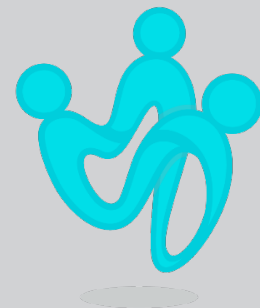
It is another channel where students can provide information, comments or complaints for further counseling related to their studies and internships throughout the duration of their studies at the institute. Students can contact Smile Center at 02-826-7776 at all time.



Smile Center is not only to listen to stories, but also to try following up for solving problems for students. The problem is solved in order to find ways to prevent and solve the problem in the long run. All the information provided by the students is so important that Smile Center values and try to take care.



*Friends Care PIM*  
0 2855 1624



**“ Friends Care PIM ”**  
สำนักกิจการนักศึกษา

## • Friends Care PIM

Friends Care PIM is a work unit under the Student Affairs Office that provides counseling service and psychological care for students, with psychologists to listen to all matters of concern. They can help students understand themselves and be more aware of their situation so that they can relieve anxiety and enable them to solve problems more effectively.

# What to do with the new coming semester?

## • Course Enrollment Center

**Do not forget!!**

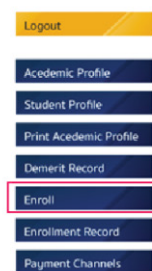
Review the academic calendar and consult your advisor before enrolling courses every time.

The institute will automatically enroll students in courses in the first semester. After that, students must enroll themselves online. Students may enroll in courses via the PIM Application (by choosing "REG" (Registrar System) to access the Registrar System (<http://reg.pim.ac.th>) based on the schedule in the academic calendar using the following steps:

- 1.** Navigate to the registrar system website and log in to the Registrar System >>  
<http://reg.pim.ac.th>



- 2.** Click the "Enroll" button.



- 3.** Click the "INSERT" button to load planned courses.



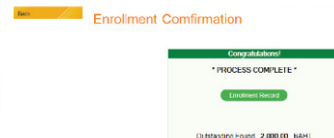
- 4.** Click the "Enrollment Confirm" button on the left-hand side for the 1<sup>st</sup> enrollment confirmation.



- 5.** Again, click the "Enrollment Confirm" button on the web page center for the 2<sup>nd</sup> enrollment confirmation.



- 6.** Click the "Enrollment Record" button.






















For more information, please contact the Office of Academic Affairs at 0 2855 0973

## Notes :

- Before confirming the enrollment, students must check the enrollment results whether the course and the group are correct or not.
- Students should add or withdraw courses within the appropriate period according to the academic calendar.
- Students must enroll in courses every semester. In case of missing out course enrollment, students must maintain the student status based on the schedule of the academic calendar.
- Learn how to enroll in courses online at <https://www.facebook.com/REGPIM/videos/777481589656260/>

## • Payment for Tuition and Other Fees

Students can pay tuition and fees through several channels as follows

Channel 1	Channel 2	Channel 3	Channel 4	Channel 5
<p>Pay with <b>Mobile Application</b></p>  <p>Scan the barcode on the invoice. (Only for domestic payment)</p>  	<p>Pay with <b>7-ELEVEN / Counter Service</b></p>  <p>Tuition Fee Invoice</p>   <p>Payment via Counter Service At 7-ELEVEN Shops</p>  	<p>Pay with <b>Bill Payment</b></p>  <p>Tuition Fee Invoice Or Bill Payment (Bangkok Bank Only)</p>   <p>Payment via Bangkok Bank only</p> 	<p>Pay with <b>Bill Credit card</b></p>  <p><b>Online credit card</b> payment available for all banks (1.4% charging fee)</p> <p><b>Or</b></p> <p>Swift the credit card at any EDC.</p>  <p>Present the tuition fee invoice for swiftting the card via bank.</p> <p><b>Option 1 :</b> 3-10 installment payments with the SCB or KBANK credit card.</p> <ul style="list-style-type: none"> <li>0.89% of SCB credit card interest (1% charging fee)</li> <li>0.69% of KBANK credit card interest (2.5% charging fee)</li> </ul> <p><b>Option 2:</b> Full amount payment All credit cards are welcome. (1% charging fee)</p> 	<p>Pay with <b>Cash</b></p>  <p>Tuition Fee Invoice</p>   <p>Payment via Counter PIM</p> 



For more information about payment of tuition and other fees, please visit

<http://af.pim.ac.th/pages/payment-way> or

contact at 0 2855 0932-33, 0 2855 0248-49

# Scholarships

At Panyapiwat Institute of Management, there is a policy to promote and support educational opportunities for students in accordance with the terms and conditions of their scholarship regulations.

The scholarship types for the academic year 2020 are as follows.

1. **PIM scholarship: allocated to students of all faculties and disciplines**
2. **Training Scholarship for Working Preparation: educational funds given by CP ALL Public Company Limited**
3. **External Scholarships: educational funds from the generous, educational organizations and both external and domestic companies.**
4. **The Government Loan**

is the Student Loan Fund for Education (Ko.Yo.So) which is divided into 2 types. Type 1 is the loan fund for students who lack funds for their study; and Type 2 is the loan fund for students studying in the programs that respond to the main needs of the country.

Students are required to maintain a high level of academic performance and good behavior throughout their studies in order to keep the opportunity of scholarship earning continuously.

For new students applying for the Government Loans especially on early period of course enrollment of both the Pre-semester and the 1st semester of academic year 2021, all stipend and tuition fee must be prepaid by the student while waiting for the loan approval and the contract signing process.

For more information about the scholarship, please contact the Scholarship Department,



*The Office of Student Affairs.  
Tel. 0 2855 0216-17, 0 2855 0907  
or visit <https://sa.pim.ac.th/wp>*



**กองทุนเพื่อชีวิตแห่งการเรียนรู้**

**PIM SMART**

PIM SMART is a fund of the institute that promotes learning, supports and provides educational opportunities to students of the Institute in terms of tuition fees and living expenses. This is due to the cooperation between CP ALL Public Company Limited, business partners and the general public



*For inquire and information  
about the PIM SMART fund,  
please contact :  
0 2855 0440, 0 2855 0441  
Facebook: PIM SMART  
Fax 02 855 0469*

## Student Discipline

The Institute has determined regulations concerning student discipline in order to serve as guidelines for supervising students to be orderly. In the cases that students do not follow the rules and regulations of the Institute, such as inappropriately dressing, showing inappropriate behaviors and other wrong doings, they will be punished with disciplinary action. There are many dimensions of disciplinary punishment as follows :

- 1 Giving verbal or written admonishment to them
- 2 Reducing their behavior scores
- 3 Having them perform services that benefit the Institute or society as determined by the Institut
- 4 Delaying the announcement of the examination results or issuing any certifying letter or document showing the academic results of the Institute
- 5 Revoking the right to take the examination or delaying the nomination or the approval for receiving a diploma or certificate
- 6 Suspension of study
- 7 Dismissal from the Institute

### If the student's scores have been reduced, what will happen?



Reduction of 40 - 60 points :  
suspension of study for one semester



Reduction of 61 - 80 points :  
suspension of study for two semesters



Reduction of 81- 99 points :  
suspension of study for three semesters



Reduction of 100 points :  
dismissal from the Institute.

Volunteer activities of 4 hours :  
recompense the score of 5 points

Volunteer activities of 4 hours :  
recompense the score of 5 points

Obtaining Grade A  
from three courses :  
recompense the score of 10 points.

Volunteer activities of 4 hours :  
recompense the score of 5 points

Volunteer activities of 4 hours :  
recompense the score of 5 points

Obtaining Grade A  
from three courses :  
recompense the score of 10 points.

For students whose behavior scores have been reduced, if they participate in activities for self-development or for social benefits such as CSR voluntary-minded activities of the Institute, or have high level learning achievement, they can make a request for restoring their behavior scores as well. They can check the current status of their behavior scores as follows:

- 1) Visiting the website <http://reg.pim.ac.th> and login to the system
- 2) Clicking the "Conduct" button at the left side of the menu. The system will show the current status of the student's behavior score.



For more information about student discipline at the Student Discipline Work, Office of Student Affairs.

<https://sa.pim.ac.th/wp>

Tel. 0 2855 0221, 0 2855 0472



# How to Get Degrees with Honors

## Degree with 1<sup>st</sup> Class

1. Being a student in a bachelor's degree program including the second degree program;
2. Earning complete credit hours as required in the program of study and graduating within the time limit of the program including only the regular semesters, but excluding the semesters that the student takes a leave of absence; Have never received disciplinary punishment in terms of educational suspension;
3. Have never received disciplinary punishment in terms of educational suspension;
4. Have never received the grades of F, U, D, or D+ and have never had repeated registration in any course;
5. Students who have transferred courses from other institutions and who have transferred courses from this Institute are eligible to receive an honors degree.
6. Earning GPAX of 3.50 or higher; courses from other institutions and who have transferred courses from this Institute are eligible to receive an honors degree.
7. The number of transferred credit hours

## Degree with 2<sup>nd</sup> Class Honor

1. Being a student in a bachelor's degree program including the second degree program;
2. Earning complete credit hours as required in the program of study and graduating within the time limit of the program including only the regular semesters, but excluding the semesters that the student takes a leave of absence;
3. Have never received disciplinary punishment in terms of educational suspension;
4. Have never received the grades of F, or U and have never had repeated registration in any course;
5. Students who have transferred courses from other institutions and who have transferred courses from this Institute are eligible to receive an honors degree.
6. Earning GPAX of 3.25 or higher;
7. The number of transferred credit hours must not exceed 25 percent of the total credit hours of the program.

# How to Avoid Being Retired

The risk of termination or being retired is caused by several factors. Therefore, students should avoid the behaviors that lead themselves to those risks, which are the following: Having GPAX of lower than 1.50 except for the first year students in the first semester.

**1. Having GPAX of lower than 1.75 for two consecutive semesters.**

**5. Using fake evidence to apply for admission.**

**2. Having studied in the program for the duration that is twice as long as the required duration of the program but still cannot graduate.**

**6. Being sentenced to imprisonment by the final judgment of imprisonment excepting in an offense committed by carelessness or in minor offenses.**

**3. Lacking qualifications for further study in the program.**

**7. Being ordered by the Institute to be dismissed due to serious disciplinary offenses.**

**4. Failing to register and failing to take leave of absence for the semester.**

Both students who have been retired due to “failing to register and failing to take leave of absence for the semester” and/or “being ordered by the Institute to be dismissed due to serious disciplinary offenses” may request to be re-admitted. As such, the matter must be in accordance with the Institute’s announcement.

# Visa Assistance Services

Visa for the Kingdom of Thailand. Upon arrival in Thailand, ISSC (International Student Service Center) will assist international students for extension and renewal of visa for the period of their study at PIM. ISSC also provide assistance services for the application for re-entry permission; and 90-day notice. Our friendly staffs can help to make your experience during study to be a convenient and enjoyable one with no hassle in dealing with visa issues



- ED-Visa
- Stay Permit Extension
- Re-Entry Permit
- 90 Days Notice

*For more information about Visa Assistance Services,  
please contact the staffs of the International College or visit  
Tel. 0 2855 0741  
(Only for the students of International College)*

## Student Welfare

<b>Friends Care PIM</b>	<p>Counseling and psychological care services for students by psychologists :</p> <p>Open Monday-Friday Time 08.00-17.00 at the office of Student Affairs (Building 4, FL. 7)</p>
<b>Nursing Room</b>	<p>Provides first aid service by nurses. Open daily 08.30-17.30 at Building 3, FL. 3</p>
<b>Personal Accident Insurance</b>	<p>The Insurance covers death, loss of organs and permanent disability from accidents with insurance benefits in the amount of 200,000 THBs. (Medical expenses = 15,000 THBs. per claim)</p> <p>Please note, students have to pay their medical expense first, and then take the receipt, the medical certificate, a copy of ID card and a student ID card to the office of Student Affairs for medical expenses reimbursement.</p>
<b>To continue study as a Thai Reserve Officer Training Corps Student. (Thai students only)</b>	<p>service in moving gold card for students whose domicile are located in other provinces to facilitate such student who wishes to receive service at the nursing home near the Institute</p>
<b>Military Draft Deferment (Thai students only)</b>	<p>service in military service postponement for male students of the Institute as follows</p> <ul style="list-style-type: none"> <li>• Reaching 20 years of age</li> <li>• Previously requesting for military service postponement before entering the Institute</li> </ul>
<b>Welfare Scheme Changing Service (Thai students only)</b>	<p>service for the Institute’s students who wish to apply for military education</p>



*For more information and inquire about student welfare,  
Tel. 0 2855 0223, 0 2855 0906  
and 0 2855 1037*



*For more information and inquire about Friends Care PIM  
Tel. 0 2855 1624*

## Clubs and Activities

In addition to learning and work practicum, the Institute also encourages students to engage in other activities while studying at PIM through clubs or projects such as the Orientation of New Students Project, the Paying Homage to Instructors Ceremony, PIM GAME, as well as various club activities. Students who participate in the activities can record their activity participation through a tool called **PIM CSR BANK** in order to collect information that can be used as the document accompanying the submission of related matters such as the consideration for provision of scholarships and educational loan funds, or job application, etc.

In case that a student wants to use equipment for sports and recreation, the student can loan and return the equipment at the Office of Student Affairs between 8.00 – 17.00.



### Notes :

- No loaning-returning services on Monday from 12.00 onwards and public holidays.
- No loaning service on Tuesday



Specific Clubs based on interests	Health Promotion Club	Public Service Club	Leadership Skill Promotion Club
R.O.T.C Club of PIM	Sports and Recreation Club	Community Development Volunteer Club	Student Union Club
Muslim Club of PIM	Go Club	New Generation Volunteer Club	Aspired Marketing
PIM Photo Club	PIM Martial Arts Club	Environmental Conservation Club	PIM STARTUP
Arts Performing Club	Health Care Techniques Club		English Edutainment Club
Universal Music Club			
PIM B-Sports Club			
PIM E – SPORTS			
Budget and Digital Club			
สนใจสมัครเข้าร่วมกิจกรรมชมรมนักศึกษา		บันทึกการทำกิจกรรมผ่าน PIM CSR Bank	
			

# Place for Relaxing, Copying and Shopping

## Prayer Room



**Location :**

Building 1 (Administration Building), FL. 3  
Building 2 (Convention Hall), FL. 3

## Sports Field and Activity Patio



**Location :**

Beside building 1 (Administration Building)  
Building 2 (Convention Hall), FL. 1

## Nursing room



**Location :**

Building 3 (Multi-Purpose Building), FL. 2  
Open Mon. – Fri. Time: 08.30 – 17.30

## Friends Care PIM ROOM



**Location :**

Building 1, FL.1, 1-0107  
Open Mon. – Fri. Time: 08.00 – 17.00

## Library



**Location :**

Building 4 (CP ALL Academy), FL. 12A

Open Mon. – Fri. Time: 08.30 – 18.30 น.

Open Sat. – Sun. Time: 09.00 – 18.00 น.

## Photocopy Shop



**Location :**

Building 4 (CP ALL Academy), FL. G

Open: Mon. – Fri. Time: 07.00 – 17.00

Open: Sat. – Sun. Time: 07.00 – 16.00

## PIM SMART SHOP



**Location :**

Building 2 (Convention Hall), FL. 1

Open Mon. – Fri. Time: 08.00 – 17.00

## PIM SOURVENIR



**Location :**

Building 2 (Convention Hall), FL. 1

Open Mon. – Fri. Time: 08.00 – 16.30

## 7-ELEVEN



### Location :

Front and surrounding PIM

- In front of the entrance to PIM on Chaengwattana Road. Open 24 hours.
- In the area of Chef Kitchen on Chaengwattana Road, Soi Chaengwattana - Pak Kret 28, open 24 hours.
- Behind PIM in Soi Chaengwattana - Pak Kret 28 near The Park Building (Institute car park) open 24 hours



### Location :

Within PIM

- Building 4 (CP ALL Academy) FL. L  
Open for service Monday - Saturday from 7:00 a.m. - 6:00 p.m.  
Closed on Sundays and public holidays
- Building 4 (CP ALL Academy) FL. 8  
Open for service Monday - Saturday from 6:30 AM - 6:00 PM. Closed on Sundays and public holidays



## Chef's KITCHEN



### Location :

84 Moo 2 Chaengwattana Road, Bangtalad, Pakkred, Nonthaburi 11120  
Tel. 0 2855 1711

### Service time :

- Monday - Friday from 8.00 am – 9.00 pm for the serving of breakfast menu and a la carte menu.  
The service in the buffet food section is provided only between 11.00 am – 2.00 pm
- Saturday - Sunday and public holidays from 11.00 am – 9.00 pm for the serving of breakfast menu and a la carte menu only.

For customers wishing to organize a party, run food booth, order food in boxes, snacks, and snack boxes, please contact the Sale department, tel 097-246-5450 and follow chef's kitchen via

Facebook Page : @chefskitchenthai





## Bellinee's Bake&Brew



### Location :

Building 4 (CP ALL Academy) FL.L  
Open for service Monday - Saturday  
from 7:00 a.m. - 6:00 p.m.  
Closed on Sundays and public holidays

## Muanchon Cafe



### Location :

In front of Building 1 (Administration Building)  
Open for service Monday - Saturday  
from 7:00 a.m. - 6:00 p.m.  
Closed on Sundays and public holidays

## Food World



### Location :

Building 4 (CP ALL Academy), FL. 3  
Open daily Time: 7.00 – 17.00  
(Close on Sunday and public holidays)



**true money**

Students pay for food and beverages in Food World via True Money Application which can be downloaded at



Google Play

or







## Dormitory





The institute gathers dormitory details and housing data to provide information for students, Before deciding on accommodation, students can check by looking up the information via Chaengwattana Area : <https://www.pim.ac.th/dormitory2>

For more information about Dormitory Tel. : 0 2855 0440, 0 2855 0441



## Various Work Agencies Concerning Students

Agencies	Services Concerning Students	Contact
<p><b>The Office of Student Affairs</b></p>	<ol style="list-style-type: none"> <li>1. Organizing sports, recreational, and public service activities including voluntary-minded activities for students</li> <li>2. Providing circulation services on sports equipment and materials for student activities</li> <li>3. Dealing with student's request for scholarships and checking the qualifications of students receiving scholarships</li> <li>4. Claiming for insurance claims when students have accident</li> <li>5. Supervising and monitoring the discipline of students</li> <li>6. Requesting for military waiver and coordinating on military matter for students</li> </ol>	<p>Building 4 (CP ALL Academy), FL.7, 4-0707</p> <p>Facebookpage : สำนักกิจการนักศึกษา (สถาบันการจัดการปัญญาภิวัฒน์)</p> <p>Contact : </p>
<p><b>The Office of Academic Affairs</b></p>	<ol style="list-style-type: none"> <li>1. Student Cards</li> <li>2. Checking of educational qualification</li> <li>3. Adjustment and monitoring of student's status</li> <li>4. Comparison and transferring of educational qualifications and learning outcomes</li> <li>5. Enrollment registration and adding-revoking courses</li> <li>6. Announcement of study results</li> <li>7. In case of doubt and intending to check the academic results</li> <li>8. Determination of examination dates and study calendar</li> <li>9. Checking of petition for graduation</li> <li>10. Checking of documents on educational evidence</li> </ol>	<p>Building 4 (CP ALL Academy), FL.14, 4-1405</p> <p>Facebookpage : สำนักส่งเสริมวิชาการ สถาบันการจัดการปัญญาภิวัฒน์</p> <p>Contact : </p>
<p><b>The Office of Accountancy and Finance</b></p>	<ol style="list-style-type: none"> <li>1. Accepting payment of fines and fees</li> </ol>	<p>Building 4 (CP ALL Academy), FL.14, 4-1403</p> <p>Contact : </p>
<p><b>The Office of Information Technology</b></p>	<ol style="list-style-type: none"> <li>1. Provision of advices on information technology</li> <li>2. Dealing with abnormal users and abnormal logins</li> <li>3. Provision of online (e-learning) instructional system</li> </ol>	<p>Building 4 (CP ALL Academy), FL.12</p> <p>Contact : </p>

Agencies	Services Concerning Students	Contact
<p><b>The Office of Research and Development</b></p>	<ol style="list-style-type: none"> <li>1. Various evaluations related to instructional management, student help-care, and operation of the Institute</li> <li>2. Publication of research articles or academic articles in the academic journals of the Institute</li> </ol>	<p>Building 3 (Multi-Purpose Building), FL. 2            Contact : </p>
<p><b>PIM Library</b></p>	<ol style="list-style-type: none"> <li>1. Information Resource Services</li> <li>2. Electronic Information Resource Services</li> <li>3. Provision of Directions on Using the Library and Online Database Training</li> <li>4. Information Services for Referencing and Research</li> <li>5. Provision of Services on Space and Activities for Learning</li> <li>6. supporting equipment service for learning.</li> </ol>	<p>Building 4(CP ALL Academy), FL.12A            Facebookpage : pimlibrary            Contact : </p>
<p><b>The Office of Arts and Cultural Affairs</b></p>	<ol style="list-style-type: none"> <li>1. Potential development and promotion of students with artistic and cultural abilities</li> <li>2. Supervising and taking students to contest in musical, dancing and singing performances both inside and outside the Institute</li> <li>3. Organizing activities to promote students with artistic and cultural abilities</li> <li>4. Testing and supervising students who are granted scholarships on arts and cultural talents</li> <li>5. Transferring Thai arts and culture to international students</li> </ol>	<p>Building 2 (Convention Hall), FL. 2            Facebookpage : สำนักส่งเสริมศิลปะและวัฒนธรรม สถาบันการจัดการปัญญาภิวัฒน์            Contact : </p>
<p><b>The Office of Student Development</b></p>	<ol style="list-style-type: none"> <li>1. Part Time Job-Placement Coordination Center</li> <li>2. Provision of advices and helps in case of problems in work appointment</li> </ol>	<p>Building 2 (Convention Hall), FL. 7, 4-0708            Facebookpage :  <ul style="list-style-type: none"> <li>• Part Time PIM</li> <li>• สำนักพัฒนานักศึกษา สถาบันการจัดการปัญญาภิวัฒน์ SD PIM</li> </ul>           Contact : </p>



INTERNATIONAL  
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วิทยาลัยนานาชาติ

ผลิตโดย  
สำนักส่งเสริมวิชาการ