To: Asst. Prof. Dr. Chutima Tantikitti

Prince of Songkla University

Kanjanawanich Road 15

Hat Yai, Songkhla, 90110

Thailand

VAT: 0994000580860

**INVOICE – Student at host university**

**( ) First Instalment for mobility to host university -**

**( ) Second Instalment for mobility to host university**

**( ) Third Instalment for mobility to host university**

**( ) Last Instalment for mobility to host university**

Based on the Erasmus+ Partnership Agreement on the project Participatory and Integrative Support for Agricultural Initiative– PISAI, Erasmus+ Programme: [Capacity-Building projects in the field of Higher Education](http://eacea.ec.europa.eu/erasmus-plus/actions/key-action-2-cooperation-for-innovation-and-exchange-good-practices/capacity-building-projects-in-field-higher-education_en) (E+CBHE) Project number: 586157-EPP-1-2017-1-TH-EPPKA2-CBHE-JP), I invoice the following amount of ......................................... Baht for the **First Instalment of mobility to host university,** at (Faculty and University name) , Thailand during……………………………………………………………………. I have fulfilled the required actions as listed below:

**( )** The learning agreement/study plan is submitted to supervisor with approval

**( )** The ticket is purchased for the trip to a host university

**( )** Progress report of study (40% achievement)

**( )** Progress report of study (75% achievement)

**( )** Drafted thesis and a manuscript for publication

Please kindly send the mentioned amount to the following bank account:

**Bank account information:**

1. IBAN (International Bank Number): ……………………………………………………………………..
2. BIC (Bank Identification Code): ………………………………………………………………………….
3. Name of the bank holder: ………………………………………………………………………………..
4. Address of the bank holder: ……………………………………………………………………………..

(Street, city, post code, country)

1. Name of the bank: ………………………………………………………………………………………
2. Address of the bank: ……………………………………………………………………………………

(Street, city, post code, country)

Signature……………………………………………………………………….

**Remark:**

- First instalment: 30% of the allocated amount (100,000.- baht) plus 50% of travel cost ( = 5,000.-) once the students send the study plan and the purchased tickets to a host university.

- Second instalment: 30% of the allocated amount after 40% of the study is achieved as confirmed by the supervisory committee

- Third instalment: 20% of the allocated amount after 75% of the study is achieved as confirmed by the supervisory committee

- Last instalment: 20% of the allocated amount after completing the study with a drafted thesis and manuscript to be submitted for graduation as confirmed by the supervisory committee

**Chiang Mai University and Khon Kaen University agreed on the fund transfer to be made using the faculty’s account.**

**Kasetsart University, the fund transfer will be through Dr. Buncha Chinnasri, coordinator of KU.**