

รายชื่อกฎหมายแปล
เป็นภาษากลางอาเซียน(ภาษาอังกฤษ)
ของ
สำนักงานปลัดกระทรวง
กระทรวงศึกษาธิการ
ประจำปีงบประมาณ พ.ศ. ๒๕๖๑
(๕ ฉบับ)

ดำเนินการตาม
โครงการแปลกฎหมายเป็นภาษากลางอาเซียนและ
เผยแพร่ทางระบบเทคโนโลยีสารสนเทศ
ตามพระราชกฤษฎีกาการทบทวนความเหมาะสม
ของกฎหมาย พ.ศ. ๒๕๕๘
ประจำปีงบประมาณ พ.ศ. ๒๕๖๑

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(Translation)

**RULE OF THE MINISTRY OF EDUCATION
ON UNIFORMS FOR STUDENTS,
B.E. 2551 (2008)**

By virtue of the provisions of section 5 and section 6 of the Uniforms for Students Act, B.E. 2551 (2008), the Minister of Education hereby issues the Rule as follows:

Clause 1. This Rule is called the “Rule of the Ministry of Education on Uniforms for Students, B.E. 2551 (2008)”.

Clause 2.¹ This Rule shall come into force on the day following the date of its publication in the Government Gazette.

Clause 3. The following shall be repealed:

(1) the Rule of the Ministry of Education on Uniforms for Pupils and Students, B.E. 2527 (1984);

(2) the Rule of the Ministry of Education on Uniforms for Pupils and Students (No. 2), B.E. 2540 (1997);

(3) the Rule of the Ministry of Education on Uniforms for Pupils and Students (No. 3), B.E. 2542 (1999);

(4) the Rule of the Ministry of Education on Uniforms for Pupils and Students (No. 4), B.E. 2546 (2003).

All other rules, regulations and orders insofar as they deal with matters already governed by this Rule or are contrary to or inconsistent with this Rule shall be replaced by this Rule.

Clause 4. This Rule shall apply to students pursuing a study in educational institutions which provide basic education and educational institutions which provide higher

¹ Published in Government Gazette, Vol. 125, Part 195d Special, dated 26th December 2008.

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education at a level lower than a degree-granting level under the law on national education unless such educational institutions have specific law prescribing the dressing.

Clause 5. Uniforms for students may be classified in accordance with levels and types of education, as follows:

- (1) uniforms for students pursuing pre-primary education;
- (2) uniforms for students pursuing primary education;
- (3) uniforms for students pursuing junior secondary education;
- (4) uniforms for students pursuing non-vocational senior secondary education;
- (5) uniforms for students pursuing vocational senior secondary education and higher education at a level lower than a degree-granting level;
- (6) uniforms for students of private educational institutions providing Islamic studies;
- (7) uniforms for Muslim students of educational institutions other than private educational institutions providing Islamic studies.

Clause 6. Uniforms for students pursuing pre-primary education are as follows:

Male Students:

- (1) Shirt: white in colour, shirt-collar style or round-shaped collar style, with short sleeves;
- (2) Mark: the abbreviation of the educational institution's name sewn, with thread or silk, at the right corner of the chest area on the shirt, in blue colour for a State-owned educational institution and in red colour for a private educational institution;
- (3) Pants: black, blue, navy blue or red shorts;
- (4) Shoes: black leather-shoes or sneakers, covering heels and toe-ends, with shoelaces or straps on the feet;
- (5) Socks: short white socks.

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Female Students:

(1) Blouse: white in colour, shirt-collar style or round-shaped collar style, with short sleeves;

(2) Mark: the abbreviation of the educational institution's name sewn, with thread or silk, at the right corner of the chest area on the blouse, in blue colour for a State-owned educational institution and in red colour for a private educational institution;

(3) Skirt: black, blue, navy blue or red in colour, with wrinkled pleats around it or pleats of the knee-end length, or pleats folded around the waist or three pleats folded on the front and the rear sides, and with the edge of the skirt covering the knees when it is worn;

(4) Shoes: black leather-shoes or sneakers, covering heels and toe-ends, with shoelaces or straps on the feet;

(5) Socks: short white socks.

Clause 7. Uniforms for students pursuing primary education are as follows:

Male Students:

(1) Shirt: white in colour, shirt-collar style, polo-shirt style or round-shaped collar style, with short sleeves;

(2) Mark: the abbreviation of the educational institution's name sewn, with thread or silk, at the right corner of the chest area on the shirt, in blue colour for a State-owned educational institution and in red colour for a private educational institution;

(3) Pants: black, blue, navy blue or khaki shorts in a polite style;

(4) Belt: a black or brown leather-belt, with a metal rectangular-shaped buckle of the pinning type, provided that a student scout may use a scout belt instead;

(5) Shoes: black or brown leather-shoes or sneakers, covering heels, with shoelaces;

(6) Socks: short white or brown socks.

Female Students:

(1) Blouse: white in colour, shirt-collar style, peter pan collar style, or sailor-collar style with a triangle-shaped black or navy blue neckerchief tied in a sailor's knot, with short sleeves;

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(2) Mark: the abbreviation of the educational institution's name sewn, with thread or silk, at the right corner of the chest area on the blouse, in blue colour for a State-owned educational institution and in red colour for a private educational institution;

(3) Skirt: black or navy blue in colour, with wrinkled pleats around it or pleats folded around the waist or three pleats folded on the front and the rear sides, and with the edge of the skirt covering the knees when it is worn;

(4) Shoes: black leather-shoes or sneakers, covering heels and toe-ends, with straps on the feet;

(5) Socks: short white socks.

Clause 8. Uniforms for students pursuing junior secondary education are as follows:

Male Students:

(1) Shirt: white in colour, shirt-collar style, with short sleeves;

(2) Mark: the abbreviation of the educational institution's name sewn, with thread or silk, at the right corner of the chest area on the shirt, in blue colour for a State-owned educational institution and in red colour for a private educational institution;

(3) Pants: black, blue, navy blue or khaki shorts in a polite style;

(4) Belt: a black or brown leather-belt, with a metal rectangular-shaped buckle of the pinning type, provided that a student scout may use a scout belt instead;

(5) Shoes: black or brown leather-shoes or sneakers, covering heels, with shoelaces;

(6) Socks: short white or brown socks.

Female Students:

(1) Blouse: white in colour, sailor-collar style with a triangle-shaped black or navy blue neckerchief tied in a sailor's knot, with short sleeves;

(2) Mark: the abbreviation of the educational institution's name sewn, with thread or silk, at the right corner of the chest area on the blouse, in blue colour for a State-owned educational institution and in red colour for a private educational institution;

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(3) Blouse: black or navy blue in colour, in a polite style, with three pleats folded on the front and the rear sides, and with the edge of the blouse covering the knees when it is worn;

(4) Shoes: black leather-shoes or sneakers, covering heels and toe-ends, with straps on the feet;

(5) Socks: short white socks.

Clause 9. Uniforms for students pursuing non-vocational senior secondary education are as follows:

Male Students:

(1) Shirt: white in colour, shirt-collar style, with short sleeves;

(2) Mark: the abbreviation of the educational institution's name sewn, with thread or silk, at the right corner of the chest area on the shirt, in blue colour for a State-owned educational institution and in red colour for a private educational institution;

(3) Pants: black, blue, navy blue or khaki shorts in a polite style;

(4) Belt: a black or brown leather-belt, with a metal rectangular-shaped buckle of the pinning type;

(5) Shoes: black or brown leather-shoes or sneakers, covering heels, with shoelaces;

(6) Socks: short white or brown socks.

Female Students:

(1) Blouse: white in colour, shirt-collar style, with short sleeves;

(2) Mark: the abbreviation of the educational institution's name sewn, with thread or silk, at the right corner of the chest area on the blouse, in blue colour for a State-owned educational institution and in red colour for a private educational institution;

(3) Skirt: black or navy blue in colour, in a polite style, with three pleats folded on the front and the rear sides, and with the edge of the skirt covering the knees when it is worn;

(4) Belt: a black leather-belt or cloth-belt, with a rectangular-shaped buckle of the pinning type covered with leather or cloth of the same colour as that of the belt;

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(5) Shoes: black leather-shoes or sneakers, covering heels and toe-ends, with straps on the feet;

(6) Socks: short white socks.

Clause 10. Uniforms for students pursuing vocational senior secondary education and higher education at a level lower than a degree-granting level are as follows:

Male Students:

(1) Shirt: white in colour, shirt-collar style with a necktie, with short or long sleeves;

(2) Mark: an emblem badge of the educational institution pinned at the right corner of the chest area on the shirt;

(3) Pants: black or navy blue trousers in a polite style;

(4) Belt: a black leather-belt, with a metal buckle displaying the emblem of the educational institution;

(5) Shoes: black leather-shoes or sneakers, covering heels, with shoelaces;

(6) Socks: short black socks.

Female Students:

(1) Blouse: white in colour, shirt-collar style, with short or long sleeves;

(2) Mark: an emblem badge of the educational institution pinned at the right corner of the chest area on the blouse;

(3) Skirt: black or navy blue in colour, in a polite style, with the edge of the skirt covering the knees when it is worn;

(4) Belt: a black leather-belt, with a metal buckle displaying the emblem of the educational institution;

(5) Shoes: black leather-shoes or sneakers, covering heels and toe-ends, with the shoe-heel not exceeding 2 inches in height.

Clause 11. Uniforms for students of private educational institutions providing Islamic studies are as follows:

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Male Students:

- (1) Shirt: white in colour, shirt-collar style, with short or long sleeves;
- (2) Mark: the abbreviation of the educational institution's name sewn, with red thread or silk, at the right corner of the chest area on the shirt;
- (3) Cap: a white cap (*Kofiyah*) or a black cap (*Songkok*) on appropriate occasions;
- (4) Pants: black, blue or navy blue trousers in a polite style;
- (5) Belt: a black leather-belt, with a metal buckle of the pinning type or with a buckle displaying the emblem of the educational institution;
- (6) Shoes: black leather-shoes or sneakers, covering heels;
- (7) Socks: short black socks.

Female Students:

- (1) Blouse: plain-coloured, patternless, round-necked and collarless *Kurung* blouse;
- (2) Mark: the abbreviation of the educational institution's name sewn, with red thread or silk, at the right corner of the chest area on the blouse and at the headscarf;
- (3) Headscarf: plain-coloured patternless cloth tailored into a bag or otherwise tailored so as to cover the entire head except the face, with the edge of the headscarf covering the shoulder;
- (4) Skirt or Sarong:

Skirt: plain-coloured and patternless A-line skirt, with or without pleats or tucks, with the edge of the skirt covering the ankle when it is worn;

Sarong: being of the same descriptions as sarongs in general, being a plain-coloured and patternless cloth of a reasonable width, not being a side slit or close-fitting one, with the edge of the sarong covering the ankle when it is worn;
- (5) Shoes: white leather-shoes or sneakers, covering heels and toe-ends;
- (6) Socks: short white socks.

Clause 12. Uniforms for Muslim students of educational institutions other than private educational institutions providing Islamic studies are as follows:

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Male Students:

- (1) Shirt: white in colour, shirt-collar style, with short sleeves;
- (2) Mark: the educational institution's abbreviation, symbol or emblem badge, as it may determine, sewn or pinned at the right corner of the chest area on the shirt;
- (3) Pants: trousers of the same colour as that of general students' pants used at such educational institution, with the length reaching the ankle bone and with the edge of the legs being inwardly folded;
- (4) Belt: a black or brown leather-belt, with a metal rectangular-shaped buckle of the pinning type, provided that a student scout may use a scout belt instead, or with a buckle displaying the emblem of the educational institution;
- (5) Shoes: black or brown leather-shoes or sneakers, covering heels, with shoelaces;
- (6) Socks: short white, brown or black socks.

Female Students:

- (1) Blouse: white in colour, peter pan collar style, being a front slit blouse, with long sleeves, wrinkled pleats at the cuff and a placket not exceeding 5 centimetre in width, being of such length as to cover the hip, and not being a close-fitting blouse;
- (2) Mark: the educational institution's abbreviation, symbol or emblem badge, as it may determine, sewn or pinned at the right corner of the chest area on the blouse and at the headscarf;
- (3) Headscarf: patternless cloth of white colour or of the same colour as that of the skirt, square shaped, 100-120 centimetres in length on each side, and sewn from its part beneath the chin up to its the edge when it is worn;
- (4) Skirt: a skirt of the same colour as that of general students' skirts used at such educational institution, in a polite style, with three pleats folded on the front and the rear sides, and with the edge of the skirt covering the knees when it is worn;
- (5) Shoes: black leather-shoes or sneakers, with straps on the feet or in a style covering heels and toe-ends, with the shoe-heel not exceeding 2 inches in height and with no pattern;
- (6) Socks: short white socks with no pattern and with unfolded edges.

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Muslim students of educational institutions other than private educational institutions providing Islamic studies may voluntarily elect to wear the uniforms under paragraph one or the uniforms determined by the educational institutions.

Clause 13. An educational institution, with the approval of its committee, shall prescribe details as to the wearing of and procedures as well as conditions for wearing uniforms, as follows:

(1) types of forms of uniforms, provided that it shall also prepare samples of the uniforms under this Rule;

(2) marks of the educational institution.

In determining the details under paragraph one, the educational institution shall seek approval from the superior of an immediate higher rank or from the person exercising supervision of such educational institution, as the case may be, and publish them in the interest of knowledge thereof amongst students and guardians.

Clause 14. Any educational institution which intends to use a uniform other than those prescribed in this Rule shall apply for permission by the superior of an immediate higher rank or from the person exercising supervision of such educational institution, as the case may be.

Clause 15. An educational institution may require students to wear uniforms for boy scouts, girl scouts, Red Cross Youth members or Thai Reserve Officer Training Corps Students or folk dresses, Thai costumes, private dresses, internship dresses, sport dresses, dramatic dresses or other dresses in lieu of the uniforms for students under this Rule on any particular day as determined by the educational institution, having regard to cost effectiveness and suitability.

Clause 16. In the case of necessity or exceptional circumstances, an educational institution may exempt or relax the requirements as to the wearing of uniforms for students, as is appropriate.

Clause 17. Students pursuing education in an educational institution providing non-formal education and informal education shall wear polite dresses.

Clause 18. In the case where any student fails to wear a uniform for students without being granted exemption under this Rule, the educational institution shall consider

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disciplinary penalty in accordance with the Rule of the Ministry of Education on Penalisation of Pupils and Students, as is appropriate.

Clause 19. Any educational institution which has used uniforms for students under the existing Rule or used other uniforms with permission from the Ministry of Education prior to the date on which this Rule comes into force may continue the use thereof.

Clause 20. The Permanent Secretary for Education shall have charge and control of the execution of this Rule and shall have the power to interpret, and decide questions in connection with the execution of, this Rule.

Given on the 22nd Day of October B.E. 2551 (2008).

Srimuang Charoensri
(Mr. Srimuang Charoensri)
Minister of Education

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(Translation)

**RULE OF THE MINISTRY OF EDUCATION
ON PENALISATION OF PUPILS AND STUDENTS,
B.E. 2548 (2005)**

By virtue of the provisions of section 6 and section 65 of the Protection of Children Act, B.E. 2546 (2003), the Minister of Education hereby issues the Rule on Penalisation of Pupils and Students as follows.

Clause 1. This Rule is called the "Rule of the Ministry of Education on Penalisation of Pupils and Students, B.E. 2548 (2005)".

Clause 2.¹ This Rule shall come into force as from the date of its publication in the Government Gazette.

Clause 3. The Rule of the Ministry of Education on Penalisation of Pupils or Students, B.E. 2543 (2000) shall be repealed.

Clause 4. In this Rule:

"administrator of a school or an educational institution" means the principal, director, rector or head of a school or an educational institution or a holder of the office called by any other name of such school or educational institution;

"commission of a wrong" means the conduct performed by a pupil or a student in violation of a rule or regulation of an educational institution or of the Ministry of Education or a Ministerial Regulation on Conduct of Pupils and Students;

"penalisation" means the penalisation of a pupil or a student who has committed a wrong, for a disciplinary purpose.

Clause 5. There shall be 4 penalties to be inflicted upon a pupil or student having committed a wrong, as follows:

¹ Published in Government Gazette, Vol. 122, Part 35d Special, dated 26th April 2005.

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- (1) warning;
- (2) probation;
- (3) deduction of conduct scores;
- (4) performance of activities with a view to behavioural adjustment.

Clause 6. There shall not be any penalisation of pupils and students by a violent or persecuting method or out of anger or retaliation. In considering penalisation, the age of a pupil or student and the gravity of the circumstances shall also be taken into account.

Penalisation of a pupil or student shall be carried out with a view to correcting bad behaviour and conduct of the pupil or student in order to engender his or her repentance for the wrong and restoration to further good conduct.

The administrator of a school or an educational institution or the person entrusted by the administrator of a school or an educational institution shall be the person empowered to penalise pupils and students.

Clause 7. Warning shall be employed in the case where a pupil or student has committed a wrong which is not grave.

Clause 8. Probation shall be employed in the case where a pupil or student has behaved in a manner inappropriate for the status as a pupil or student in accordance with the Ministerial Regulation on Conduct of Pupils and Students or in the case where a pupil or student has caused defamation of the reputation and dignity of an educational institution or has violated rules of an educational institution or has previously been penalised by way of warning but has not become chastened.

Probation shall be made in writing and by way of inviting parents or guardians to appear for recording comprehension of the wrong and acknowledgement of the probation.

Clause 9. Deduction of conduct scores shall be in accordance with rules on deduction of conduct scores of pupils and students prescribed by each educational institution, and there shall be the recording of data for an evidential purpose.

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Clause 10. Performance of activities with a view to behavioural adjustment shall be employed in the case where pupils and students have committed a wrong reasonably entailing behavioural adjustment.

The organisation of activities shall be in accordance with guidance prescribed by the Ministry of Education.

Clause 11. The Permanent Secretary for Education shall have charge and control of the execution of this Rule and shall have the power to interpret, and decide questions in connection with the execution of, this Rule.

Given on the 18th Day of January B.E. 2548 (2005).

Adisai Bodharamik
Minister of Education

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(Translation)

**RULE OF THE MINISTRY OF EDUCATION
ON CORRECTION OF BIRTHDATES OF PUPILS AND STUDENTS,
B.E. 2547 (2004)**

Whereas it is expedient to revise the Rule of the Ministry of Education on Correction of Birthdates of Pupils and Students to achieve greater appropriateness with a view to ensuring consistency with the law on administrative organisation of the Ministry of Education and the law on national education, this Rule is hereby issued as follows:

Clause 1. This Rule is called the “Rule of the Ministry of Education on Correction of Birthdates of Pupils and Students, B.E. 2547 (2004)”.

Clause 2.¹ This Rule shall come into force on the day following the date of its publication in the Government Gazette.

Clause 3. The Rule of the Ministry of Education on Correction of Birthdates of Pupils and Students, B.E. 2525 (1982) shall be repealed.

Clause 4. In this Rule, the expression “educational institution” means an educational institution attached to the Ministry of Education and shall also include an educational institution which is under supervision of and/or control by the Ministry of Education.

Clause 5. In making correction of birthdates of pupils and students, the following procedures shall be observed:

(1) in the case where birthdates of pupils and students are erroneous and fail to represent true facts by reason that officials of educational institutions have made typographical errors or made incomplete writing, the head of an educational institution shall make correction thereof to represent the true facts as revealed by the evidence, and the correction shall be made by putting a

¹ Published in Government Gazette, Vol. 121, Part 128d Special, dated 17th November 2004.

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neat strikethrough in red ink and inserting new writing in red ink, with a signature of the person making correction and the brief date thereof being affixed wherever correction is made;

(2) in the case where birthdates of pupils and students are erroneous and a request is made for correction thereof, the person making the request shall submit the same in accordance with the form attached hereto and, for the purpose of assisting the consideration and determination of the birthdate, produce to the educational institution documents and evidence in order of importance as follows:

(a) a certificate of birth or registration of birth shall be produced;

(b) if the document or evidence under (a) is lost or damaged, there shall be produced such other documents officially issued as a household certificate, military registration, alien registration or a national identification card;

(c) in the case where the documents or evidence under (b) as officially issued contain conflicting birthdates, the consideration of facts shall be made on a case-by-case basis;

(3) when the educational institution has considered and made the determination of the documents under Clause 5 (2) (a) or Clause 5 (2) (b) or has conducted an inquiry under Clause 5 (2) (c), if it is apparent that the birthdate is erroneous and fails to represent true facts, a report shall be prepared and the request for correction of the birthdate shall be furnished together with the documents and evidence hitherto indicated and a copy of the inquiry (if any), in accordance with the official rules, to the superior immediately higher in rank for considering and giving approval to the correction on a case-by-case basis.

Clause 6. The Permanent Secretary for Education shall have charge and control of the execution of this Rule.

Given on the 30th Day of September B.E. 2547 (2004).

Adisai Bodharamik
Minister of Education

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(Translation)

**RULE OF THE MINISTRY OF EDUCATION
ON NAMING EDUCATIONAL INSTITUTIONS,
B.E. 2547 (2004)**

Whereas it is expedient to revise the Rule of the Ministry of Education on Naming Educational Institutions to achieve greater appropriateness;

For the purpose of ensuring uniformity of the naming of educational institutions attached to the Ministry of Education, the Minister of Education hereby issues this Rule as follows:

Clause 1. This Rule is called the "Rule of the Ministry of Education on Naming Educational Institutions, B.E. 2547 (2004)".

Clause 2. This Rule shall come into force on the day following the date of its publication.

Clause 3. The Rule of the Ministry of Education on Naming Educational Institutions, B.E. 2530 (1987) shall be repealed.

Clause 4. In this Rule, the expression "educational institution" means an educational institution attached to the Ministry of Education and shall also include an educational institution which is under supervision of the Ministry of Education.

Clause 5. In naming an educational institution which provides basic education and an educational institution which provides higher education at a level lower than a degree-granting level, the word "School" or "College", as the case may be, shall be used as the beginning word and shall be followed by the name of *Changwat, Amphoe, Tambon, Muban*, the temple, the person recorded in the history or any other place.

The use the beginning word or the naming of an educational institution in any other format shall be as prescribed by the Government agency of original affiliation.

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Clause 6. An educational institution already named on the date on which this Rule comes into force shall continue the use of its existing name unless it is given a new name under this Rule.

Clause 7. The Permanent Secretary for Education shall have charge and control of the execution of this Rule.

Given on the 30th Day of September B.E. 2547 (2004).

Adisai Bodharamik
(Mr. Adisai Bodharamik)
Minister of Education

(Translation)

**RULE OF THE MINISTRY OF EDUCATION
ON RECEIPT OF MONEY OR PROPERTY DONATED TO EDUCATIONAL INSTITUTIONS,
B.E. 2552 (2009)**

Whereas it is expedient to revise the Rule of the Ministry of Education on Receipt and Disbursement of Money Donated for Intended Purposes, B.E. 2525 (1982) to achieve greater appropriateness and section 58 of the National Education Act, B.E. 2542 (1999) permits the raising of resources, for educational purposes, through donation of property and other resources to educational institutions;

By virtue of the provisions of section 12 of the Act on Administrative Organisation of the Ministry of Education, B.E. 2546 (2003), the Minister of Education hereby issues the Rule of the Ministry of Education prescribing matters concerning receipt of money for property donated to educational institutions as follows:

Clause 1. This Rule is called the “Rule of the Ministry of Education on Receipt of Money or Property Donated to Educational Institutions, B.E. 2552 (2009)”.

Clause 2. This Rule shall come into force on the day following the date of its publication.

Clause 3. The Rule of the Ministry of Education on Receipt and Disbursement of Money Donated for Intended Purposes, B.E. 2525 (1982) shall be repealed.

Clause 4. In this Rule:

“educational institution” means an educational institution attached to the Ministry of Education and a private educational institution established under the law on private schools but shall not include a higher educational institution established under the law on higher educational institutions, an educational institution attached to the Office of the Higher Education Commission and a vocational educational institution under the law on vocational education;

“computer” means an automatic electronic device functioning as an intelligent tool for solving easy and complicated problems by a mathematical method;

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“computer equipment” means an instrument, a device, a helping tool or a computer accessory for enabling the computer to be workable for the intended purposes but does not include a computer programme.

Clause 5. The Permanent Secretary for Education shall have charge and control of the execution of this Rule.

CHAPTER I
RECEIPT OF MONEY OR PROPERTY

PART I
GENERAL PROVISIONS

Clause 6. Money or property may be received by an educational institution as donation under the conditions as follows:

(1) advantages, disadvantages and benefits to be acquired by the educational institution must be considered;

(2) the donation must be made voluntarily and must not be made in exchange for any benefit or subject to any obligation to confer any benefit upon any particular person;

(3) regard must be had to present and future benefits and burdens to the educational institution.

Clause 7. An educational institution shall not receive money donated by a person who stipulates a condition for the donation in a manner constituting excessively unnecessary burdens to the educational institution.

PART II
RECEIPT OF DONATION

Clause 8. Donated money may be received by an educational institution under Clause 6 in the following forms:

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- (1) cash, a bank cheque, a bill of exchange or a postal money order;
- (2) cash received via a bank.

In the case of receipt of cash via a bank, the donator shall expeditiously furnish a copy of evidence of a bank transfer to an educational institution.

Clause 9. Receipt of a bank cheque must, in all events, be of the descriptions and on the conditions as follows:

- (1) it is a bank cheque and must not be a cheque with any indorsement;
- (2) it is a bank cheque with full particulars under section 988 of the Civil and Commercial Code;
- (3) it is a bank cheque issued on the date on which it is used for payment or it is a cheque which is post dated not exceeding seven days before receipt of payment;
- (4) it is a crossed cheque payable to an educational institution, with the word "bearer" being crossed out.

Clause 10. In making donation of money under this Rule, the donator may indicate or omit to indicate purposes of the donation.

Clause 11. An educational institution shall, upon receipt of donated money, issue a receipt to the donator with an indication of the name of the donator and the amount donated in order to enable the donator that is a natural person or a company or a legal-entity partnership to use the same for exemption of income tax under the Revenue Code.

In the case where the donator indicates purposes of the donation, the purposes of such donation shall also be indicated in the receipt.

PART III

RECEIPT OF DONATION OF IMMOVABLE PROPERTY

Clause 12. In the case where a person puts in place the procurement or construction of a building, building and land or land for an educational institution, the head of

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the educational institution shall appoint a committee consisting of not more than five members for taking action as follows:

(1) examining the donator's ownership of the land or possessory right and encumbrances in the land;

(2) conducting valuation of the donated building, building and land or land by reference to the central valuation price of the Department of Lands or the official central price.

Upon completion of the proceeding under paragraph one, the committee shall report a result of its consideration to the head of the educational institution for consideration.

Clause 13. When the head of the educational institution has approved the receipt of the donation under Clause 12, it shall be recorded in the account of donated property, in accordance with the accounting practice concerning fixed assets, under the Government Fiscal Management Information System (GFMS) determined by the Comptroller General's Department.

In the case of a private educational institution, the recording in the account of property under paragraph one shall be carried out in accordance with the law on private schools.

Clause 14. In issuing evidence of receipt of the donation of immovable property, the head of the educational institution shall issue a certificate in accordance with the value revealed by the proceeding under Clause 12, with the seal of the school and the signature of the head of the educational institution being also affixed thereon, in order to enable a company or a legal-entity partnership to use the same for exemption of income tax under the Revenue Code. In this regard, in the case of a natural person not eligible for exemption of income tax, the head of the educational institution shall carry out co-ordination and take action in order that the educational institution or the Ministry of Education, as the case may be, shall issue a thank-you letter or a letter of appreciation to the donator in accordance with the Rule of the Ministry of Education on Expression of Thanks and Appreciation, B.E. 2547 (2004) or proceed to make a request for the granting of a Royal Decoration under the relevant law for the donator.

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