

**GUIDELINES FOR FOREIGN  
RESEARCHERS CONDUCTING RESEARCH  
IN THAILAND \***

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**1. Applying for Permission to Conduct Research in Thailand**

1.1 Request the "[Regulations on the Permission for Foreign Researchers to Conduct Research in Thailand B.E.2550](#)" and the "[Application Form for Permission to Conduct Research in Thailand](#)" (NRCT-01) from the National Research Council of Thailand (NRCT). These documents may be downloaded from the following website: [www.nrct.net](http://www.nrct.net)

1.2 Request a list of any regulations regarding authorization for conducting research from all Thai governmental organization(s) that have jurisdiction over the research activities or localities of the proposed research (if any).

1.3 Complete the "[Application Form for Permission to Conduct Research in Thailand](#)."

1.4 Submit the following documents to the NRCT, allowing at least 90 days from the date of receipt to the intended start date :

1.4.1 [Application for Permission to Conduct Research in Thailand \(NRCT-01\)](#)

1.4.2 Details of the project, research plan, expenses and name(s) of Thai researcher(s)

1.4.3 A letter of introduction on official letterhead from the applicant's supervisor or department head at their home institution to verify their position and institutional affiliation, as well as evidence of research funding from a funding agency (if any)

1.4.4 The complete report from the most recent project completed under the NRCT supervision (if any)

1.5 Foreign researchers should not enter Thailand with the intention of doing research until receiving a letter of approval from the NRCT.

1.6 After receiving the letter notifying the applicant that the request to conduct research in Thailand has been approved, bring that notification letter and any other necessary documents to apply for a non-immigrant visa at a Royal Thai Embassy or Royal Thai Consulate.

1.7 If a foreign researcher is in Thailand when the request to conduct research in Thailand has been approved, he or she should report to the NRCT in person or via email within seven days after receiving the approval letter to register and pay the complete report deposit fee of ฿10,000 per project. Payment of this fee is only required of researchers in categories three and four.

**2. Reporting and Complete Report Deposit Fee**

2.1 Report to the NRCT in person or via email within seven days of arriving in Thailand to register, and pay the complete report deposit fee of ฿10,000 per project in person or via bank transfer. This fee only applies to foreign researchers in categories three and four.

2.2 Report to Thai researcher(s) joining the project and/or the collaborating government organization(s) before beginning the research.

**3. Conducting Research in Thailand**

3.1 Follow the proposed research plan. If it becomes necessary to change the research plan, inform the NRCT at least 60 days in advance.

3.2 Submit a progress report in English or Thai to the NRCT and/or collaborating Thai researcher(s) in a timely manner.

3.3 Do not conduct research beyond the time period specified on the permit. If a research extension is necessary, submit the following documents (NRCT-04) to the NRCT at least 60 days prior to the expiration of the research permit in Thailand:

3.3.1 Application for Research Extension Permission

3.3.2 Previous summary report in English or Thai

3.3.3 Research plan for the requested research extension period

3.4 Foreign researchers in categories three or four are required to report to the NRCT in person or via email after receiving the letter granting permission to extend the research period.

**4. Completing Research in Thailand**

4.1 Submit the summary report of activities in English or Thai to the NRCT and to collaborating Thai researcher(s) prior to leaving Thailand.

4.2 Return all samples collected in the course of research to the NRCT and/or to collaborating Thai organization(s). If it is necessary to take the samples abroad for experimentation or analysis, permission from the NRCT or the collaborating Thai organization(s) is needed before the samples can be exported.

4.3 Submit one copy of the complete, final report in English or Thai as a hard copy and on CD to the NRCT within one year of completing research in Thailand.

4.4 Submit one copy of each published research article related to research in Thailand as a hard copy and on CD within three months of publication in the spirit of disseminating research results in their country of origin.