

**ICDI**  
**Students**  
**Orientation**  
**2023**

Visa Extension  
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Visa Extension  
Visa Extension



# Visa Extension

## 1ST ARRIVAL

When you first arrive in Thailand with the *Non-Immigration (ED) or Non-ED visa*, you will have 3 months to stay in Thailand, and you have to extend it after that.

## 3 MONTHS

↓  
1 YEAR  
↓  
1 YEAR  
↓  
1 YEAR  
↓  
1 YEAR

Student Visa = Non-Immigration (ED) = Non-ED



STUDENTS MUST CONTACT THE *IR STAFF* AT LEAST **30 DAYS** BEFORE VISA EXPIRATION TO PREPARE NECESSARY DOCUMENTS



## OVERSTAY

*not more than 90 days*

**FINE 500 THB PER DAY**  
**Maximum 20,000 THB**



- Overstay more than
- |         |   |                           |
|---------|---|---------------------------|
| 90 Days | = | 1 year ban from Thailand  |
| 1 Year  | = | 3 years ban from Thailand |
| 3 Years | = | 5 years ban from Thailand |
- AND **20,000 THB** overstay fine





# **Visa Extension Documents**

- 1. Copy of Passport**
- 2. Photo 4x3 cm.**
- 3. TM.30**
- 4. CMU letter to Immigration**
- 5. Transcript (GPAX) or Certificate of student status**
- 6. Curriculum details**
- 7. TM.7 form**
- 8. STM.2 from**
- 9. Notification of staying over 90 days form**
- 10. CMU Order of Authorized Person**

**Documents number 4-10 the  
IR Staff will be preparing for you**

***DON'T WORRY***





# What is TM.30?

The TM30 Report is a notification from the landlord as to where the foreigner has stayed

## TM.30 Example:

ใบรับการแจ้งคนต่างด้าวเข้าพักอาศัย  
RECEIPT OF NOTIFICATION

|                                                    |                        |                     |                        |
|----------------------------------------------------|------------------------|---------------------|------------------------|
| ข้าพเจ้า                                           | ร.ต.ท.ปรีชา ทาเจริญ    | ตำแหน่ง             | รอง สว.ตม.จว.เชียงใหม่ |
|                                                    |                        | TITLE               |                        |
| ได้รับการแจ้งบุคคลต่างด้าวเข้าพักอาศัยของ          |                        |                     | สัญชาติ                |
| HAVE RECEIVED NOTIFICATION OF ALIEN'S ADDRESS FROM |                        |                     |                        |
| ซึ่งได้รับแจ้งการเข้าพักอาศัยของ                   |                        |                     |                        |
| ไว้แล้วเมื่อวันที่                                 | 18 เดือน APR พ.ศ. 2022 | รวม                 | 1 คน                   |
| ON(DATE)                                           | MONTH YEAR             | TOTAL               | PERSONS                |
|                                                    |                        | เวลา                | น.                     |
|                                                    |                        | HOURS               |                        |
| ลงชื่อ                                             | ร.ต.ท.                 |                     | ผู้รับแจ้ง             |
| SIGNATURE                                          |                        | IMMIGRATION OFFICER |                        |

[illegible]



## HOW TO GET A VISA EXTENSION?

### WARNING

For students who are already in Thailand, please check your visa expiration date and make sure to get your visa extension before it expired.

A student needs to submit the following documents to **ICDI International Relations Unit** 30 days before visa expiration

1

- Download the request form
- Fill-in the request form
- Bring your passport

Please also prepare:

1. Copy of passport
2. Your photo (3x4 cm.)
3. TM.30



[cmu.to/VisaRequestForm](https://cmu.to/VisaRequestForm)

2

Contact IR Staff at  
ICDI Building  
Room **ICB 1103**





## TIMELINE

1-2 days

Students make a request with IR staff  
30 days before visa expiration



+

TM.30



+



3-7 days

Prepare documents for students  
and make a request to IRD Office  
for CMU letter to immigration

1-2 days

IR Staff re-check all documents for  
students

Students come to pick-up the  
documents at IR staff and fill-in  
all the forms

Students go to **Immigration Office**  
to extend their visa (1,900THB fee)

Students report back to IR staff when  
finished the visa extension process



# Chiang Mai Immigration Offices

1



Main Office nearby Chiang Mai Airport

2



2nd Floor Central Festival Chiang Mai



# GOING BACK TO YOUR COUNTRY FOR A HOLIDAY?



If you want to travel abroad for a short period, you need to apply for a **RE-ENTRY** permit before leaving Thailand to keep your stay permit (Non-ED)

## RE-ENTRY PERMIT

### HOW MUCH ?

#### FEE

- Single Re-Entry Permit **1,000฿**
- Multiple Re-Entry Permit **3,800฿**

### WHAT DO I NEED ?

- Your Passport
- Copy of passport
  - Bio page
  - Latest stamp page
- Your photo (3 x 4 cm.)
- TM.8 Form (QR scan here)

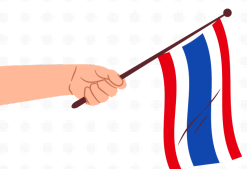
### WHERE TO DO ?

Visit the **Immigration Office** to do the **RE-ENTRY Permit**

- Main Office (Near the airport)
- OR
- Central Festival 2nd floor



<https://cmu.to/TM8>



*Enjoy your trip!*





**ICDI International Students**



# 90 DAYS REPORT

For foreigners staying in Thailand for a period longer than 90 consecutive days holding a Non-Immigrant Visa or Extension of Stay, you are required by Thai Immigration to report the present address every 90 days. It is what we call **"90-day reporting"**

The notification must be made within 15 days before or after 7 days the period of 90 days expires.



**1ST time report:**  
**Please visit the**  
**Immigration Office**

Please prepare

- Copy of your passport
- Copy of latest stamp page on passport
- Copy of TM.30



**After that, you can report**  
**on the website or**  
**application of Immigration**  
**"IMM eService"**



**FINE 2,000 THB if you forget to report**