

Letter of Guarantee for Short-Term Training/Observership

Date: [Insert Date]

To:
Dean
Faculty of Medicine
Chiang Mai University
Chiang Mai, Thailand

Subject: Letter of Guarantee for Short-Term Training/Observership at the Faculty of Medicine,
Chiang Mai University

Dear Dean,

On behalf of [Name of Home Institution], we hereby issue this Letter of Guarantee to confirm our full support for [Full Name of Applicant], currently holding the position of [Position, e.g., medical student, resident, researcher], to participate in a short-term [training / clinical observership / research visit] at the Faculty of Medicine, Chiang Mai University, from [start date] to [end date].

We further confirm and guarantee the following:

1. Confidentiality of Information

The applicant agrees to maintain strict confidentiality regarding all sensitive information obtained before, during, and after the training period. This includes, but is not limited to, research data, patient personal information, financial or operational data, institutional technologies, and any other confidential materials. The applicant shall not disclose, reproduce, or use such information without written permission and shall avoid any action that may damage the reputation of Chiang Mai University or its personnel.

However, certain information may be disclosed or published if it has been carefully reviewed, considered, and approved in advance by the designated supervisor and all relevant stakeholders. Such disclosure must comply with applicable ethical, legal, and institutional standards.

2. Compliance with Faculty Regulations

The applicant agrees to strictly comply with the rules, regulations, and codes of conduct of the Faculty of Medicine, Chiang Mai University. In the event of any misconduct or breach that results in damage, the applicant shall be held fully responsible for compensation as determined by the Faculty. The Faculty of Medicine, Chiang Mai University shall not be held liable for any incidents or damage occurring outside the training scope.

3. Payment of Fees

We guarantee that the applicant will settle all program-related expenses, including tuition fees, insurance, and accommodation, in full and on time as informed by the Faculty of Medicine, Chiang Mai University.

4. Health Insurance

The applicant shall obtain valid health and accident insurance covering at least USD 100,000, including COVID-19 treatment. Proof of insurance will be submitted prior to commencement of the program.

5. Visa and Immigration Compliance

The applicant is solely responsible for obtaining a valid visa and complying with all Thai immigration laws. Any overstay or legal noncompliance shall be the applicant's full responsibility.

6. Data Protection

Personal information provided to the Faculty of Medicine, Chiang Mai University shall be used solely for processing the application, managing logistics, and for reporting purposes as required by law. All data will be handled in accordance with applicable personal data protection regulations.

7. Notification

In case the applicant needs to leave Thailand before the end of the program for any reason, the applicant must inform the supervisor and International Relations office in advance.

We affirm that the applicant is in good standing at our institution, and we take full responsibility for their conduct, obligations, and compliance during the training period.

If you require any additional documentation or clarification, please do not hesitate to contact us.

Sincerely yours,

[Signature of Applicant]

[Full Name]

[Position]

[Email Address]

[Date]

[Signature of Head of Home Institution]

[Full Name]

[Position]

[Institution Name]

[Official Stamp / Seal if applicable]

[Date]