

<p>MC Script</p> <p>The Courtesy Visit of His/Her Excellency [name of the ambassador]            Ambassador (or Ambassador Extraordinary and Plenipotentiary) of [country]            (optional) and His/Her Associate [name of the associate], [position of the associate]            [Date], [Time]</p>	
[Time]	<p>Arrival</p> <p>MASTER OF CEREMONY (name of the MC):</p> <p>Your Excellency [name of the ambassador], Ambassador (or Ambassador Extraordinary and Plenipotentiary) of [country] (optional) and your associate [name of the associate] [Name of Kasetsart University's President], (Acting) President of Kasetsart University Vice Presidents and Assistants to the President            Deans and Directors            Distinguished Guests            Ladies and Gentlemen</p> <p>I wish to welcome all of you to the courtesy call of His/Her Excellency [name of the ambassador] Ambassador (or Ambassador Extraordinary and Plenipotentiary) of [country] and (optional) his/her associate [name of the associate], [position of the associate].</p> <p>My name is [name of the MC]. I am [position of the MC], and also your MC for this ceremony. It is a privilege and great honour to have the presence of Your Excellency at Kasetsart University. Allow me first and foremost to inform you of this morning program.</p> <p>We are going to begin with a video presentation of Kasetsart University, followed by a welcome address by [Name of Kasetsart University's President], (Acting) President of Kasetsart University and an address by His/Her Excellency [name of the ambassador].</p> <p>Then I would like to take a few minutes to give you all an overview of different forms of collaboration that we have had so far with institutions of higher education in [country], (optional) particularly [university/institution's name(s)]. After that we will have approximately [duration e.g. an hour] of academic discussion with different faculties. Thank you.</p>
[Time]	VDO presentation of Kasetsart University
[Time]	<p>MASTER OF CEREMONY (name of the MC):</p> <ul style="list-style-type: none"> <li>- May I now invite [Name of Kasetsart University's President], (Acting) President of Kasetsart University, to deliver the welcome address?</li> <li>- With your permission, may I have the honour to invite Your Excellency [name of the ambassador] to deliver your address on the occasion of your official visit to Kasetsart University?</li> </ul>
[Time]	<p>MASTER OF CEREMONY (name of the MC):</p> <ul style="list-style-type: none"> <li>- Now I would like to invite deans and directors, as well as representatives from various faculties to introduce yourselves. You may also tell us a bit about your present collaboration with [university/institution's name(s)].</li> </ul>
[Time]	<p>MASTER OF CEREMONY (name of the MC):</p> <ul style="list-style-type: none"> <li>- In closing, may I sincerely thank you, Your Excellency and your associate, for your visit to Kasetsart University today? I would also like to thank the (Acting) President, Vice Presidents, Assistants to the President, Deans, directors, and distinguished guests for your coming and participation in the program this morning, which has resulted in future possibilities for fruitful collaboration.</li> <li>- And now may I invite [Name of Kasetsart University's President], (Acting) President of Kasetsart University, to present tokens of appreciation to His/Her Excellency [name of the ambassador] (optional) and [name of the associate]?</li> <li>- Before we finish, may we have a group photo session?</li> </ul>