

**INSTITUTE-WIDE REGISTRATION/ ORIENTATION  
FOR JANUARY 2018 INTAKE  
5 January 2018, AITCC Auditorium**

**8:00 am – 9:45 am:** REGISTRATION (Venue: AITCC Lobby)

**Morning Session**

**I. 10:00 am – 11:00 am: Welcome to New Students**

(Facilitator: Ms. Laarni Roa, Director, Office of Student Affairs)

- Welcome Remarks by the President
- Welcome Remarks by the Vice Presidents (VPAA, VPA and VPD)
- Welcome Remarks by the School Deans and Introduction of School Faculty (SERD, SET and SOM)
- Welcome Remarks by the Student Union President

**11:00 am:** Open Forum and Group Photo at the AIT Landmark

*LUNCH BREAK*

**Afternoon Session**

**II. 1:00 pm – 4:00 pm: Orientation on Academic Regulations, Services and Facilities**

(Facilitator: Dr. Tenzin Rabgyal, Coordinator, Admissions, Scholarships/Invoicing Unit, Office of Student Affairs)

- **Language Center Services and English Language Requirements**  
by Dr. Freek Olaf de Groot, Director, Language Center
- **Innovation and Startup Opportunities**  
by Dr. Naveed Anwar, Director, AIT Solutions
- **Academic Requirements and Practices**  
by Ms. Laarni Roa, Director, Office of Student Affairs
- **Career Center and Student Welfare**  
by Ms. Carla Gonzales, Coordinator, Career Center and Student Welfare Unit, Office of Student Affairs
- **IT Services, Visa and Institute Facilities**
  - Campus-wide IT Services and Policies by Dr. Harianto, IT Consultant
  - Facilities Management/Accommodation Policies by Khun Wanchai Sophonsakulrat, Director, Office of Facilities & Assets Management
  - Educational Visa and Government Relations Services by Khun Suda Inta, Sr. Government Officer, Government Relations Unit, Office of Host Country Relations