

INSTITUTE-WIDE REGISTRATION/ ORIENTATION FOR AUGUST 2018 INTAKE

3 August 2018, Robert B. Banks Auditorium, AIT Conference Center (AITCC)

8:00 am – 9:30 am: REGISTRATION (Venue: AITCC Lobby)

9:30 am – 10:00 am: AIT Video Showing (inside the Robert B. Banks Auditorium)

Morning Session

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

(Facilitator: Ms. Laurel Bui, Director, Office of Student Affairs)

- Welcome Remarks by the President
- Welcome Remarks by the Vice President (VPAA)
- Welcome Remarks by the School Deans and Instructional 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. Jessica Rodriguez, Coordinator, Admissions, Scholarship/Financing Unit,
Office of Student Affairs)

- Language Center Services and English Language Requirements
by Ms. Thascha Chivambala (on behalf of Dr. Fredrick Okal de Groot, Director, Language Center)
- Academic Requirements and Practices
by Ms. Laurel B. Bui, Director, Office of Student Affairs
- Career Center and Student Welfare
by Ms. Carla Gonzalez, 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. Haranto, IT Consultant
 - Facilities Management/Accommodation Policies by Khan Wanchai Saphonwattana, Director, Office of Facilities & Assets Management
 - Educational Visa and Government Relations Services by Khan Suda Inta, Sr. Government Officer, Government Relations Unit, Office of Host Country Relations