

**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)

9:50 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. Laarni Roa, Director, Office of Student Affairs)

- Welcome Remarks by the President
- Welcome Remarks by the Vice President (VPAA)
- 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 Ms. Thanisa Choombala (on behalf of Dr. Freek Olaf de Groot, Director, Language Center)
- **Academic Requirements and Practices**
by Ms. Laarni B. 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