

STUDENT AFFAIRS DEPARTMENT ORGANIZATION SCHEMA

Head of Student Affairs

Section of Education and Teaching Service

Prep Class
Procedures unit

Undergraduate/Post
graduate Curriculum
Procedures Unit

Lesson
Registration/Adjust
ment Procedures
Unit

Legistration
Procedures Unit

Dicipline
Procedures Unit

Section of Registration and Admission Service

Planning and
Coordination Unit

Undergraduate/Postg
raduate Registration
Procedures Unit

International Student
Registration Unit

Undergraduate
Transfer/ Exchange
Programmes
Registration
Procedures Unit

Identitiy
card, Graduation,
Certificate and
Exmatriculation
Procedures Unit

Archive

Section of Payment and Scholarship Service

Contribution/
Tuition Summer
School Payment
Unit

Scholarship Office
Unit

Goods Unit

Accrual and
Purchasing Unit

Section of Information Systems and Data Processing

Student
Information
System

Reporting Unit

Corporate and
Digital
Communication
Unit