

List of Applicants from Lao P.D.R

Name	Dept Applied	Area of Graduation /Instiute	English Test	Remarks
1. Mrs. Bounphany Somchanh	Ph.D (Biology) <i>Biotech</i>	MS. (Biology) (National University of Moldavia - V.I State University of Kichinev)	-	
2.Mr. Bounxou Inthaluxay	Master (Chemistry)	BS. (Bio /Chem) (Pedagogical U of Vientiane)	Michigan test (34/100)	
3. Mr. Saythong Thammavong	Master (Chemistry)	BS. (Bio/Chem) (Pedagogical U of Vientiane)		
4. Mr. Sonesacksith Bounma	Master (Physics)	BS. (Physics) (Hanoi National Pedagogical Univ.)		
5. Mr. Lemthong Lathdavong	Master (Physics)	BS. (Math-Physics) (Pedagogical U of Vientiane)		
6. Mrs. Chanh Chanhthanam	Master (Biology)	BS. (Biology) (Hanoi National Pedagogical University)		

Specially the training will be focused on some fields such as academic services, marketing and fund raising work, research activities, curriculum design and development, organization teaching and learning process, academic staff development, student record and admission.

- Understand and can use an information technology in student record and admission process, academic staff management.

E. ESTIMATED ONE MONTH COURSE TRAINING SCHEDULE

Proposed time	Position & title of participants	No. Trainee	Objective of training
Dec. 1999	Admission & Record. Head <i>Mr. Wongkhan Inthariday</i>	1	To observe, study and undertake hands-on experience on the functional organization and administration of student admission and records activities and process advertisement of university programs and requirement, receipt and evaluation of student applications, admission of student, custody and maintenance of student records and liaison with university faculties and departments in the maintenance and updating of student record in multi-campus environment.
Dec. 1999	Admission & Record. Staff <i>Mr. Ms. Thippha Kanh</i>	1	To undertake work-attachment at similar student admission and records functions and positions in universities overseas and study the various routine procedures and documentation of whole process including of advertisement programs, receipt and processing of student application, and implementation of decision by admission authorities.
Nov. 1999	Research Development. Head <i>Mr. Ms. Phany Inthaporn</i>	1	To observe, study and undertake hands-on experience on the functional organization and administration of research development activities in overseas universities, research policies, production and implementation of research programs, progress reporting and evaluation, collection and management of research programs, necessary liaison with faculties and departments in a multi-campus environment.
Nov. 1999	Academic Service & Marketing Unit. Head <i>Mr. Khamsan Phommavith</i>	1	To observe, study and undertake hands-on experience on the functional organization and administration of academic services and marketing activities in overseas universities, university's policy and regulation on academic services and marketing, develop marketing method for the facilities and expertise of the University staff to the outside government and private agencies, generation external fund for university, rules relating to university consultancy and the charge to be made by the University for use of its facilities and expertise.
Nov. 1999	Academic Service & Marketing Unit. staff <i>Mr. Ms. Syda Kiphanh</i>	2	To undertake work-attachment at similar position and function academic services and marketing activities in overseas universities, study the various routine procedures and documentation of whole process of relating activities including the necessary liaison with resources staff of whole University.

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