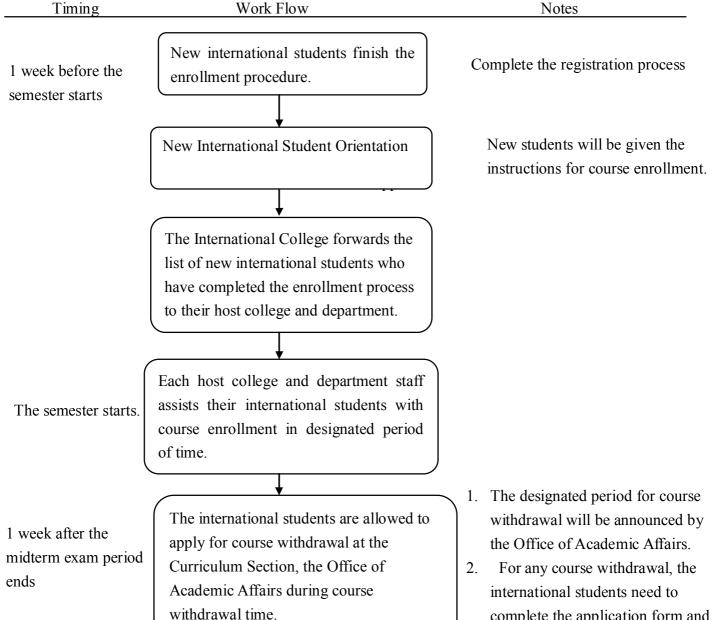
International Student Course Enrollment Procedure

September 2010

- **Department**: The International College (IC) 1.
- 2. **Purpose**: To assist international students with course enrollment
- 3. Ordinance basis: Asia University regulations for course-enrollment
- 4. **Timing**: one week before each semester starts
- Procedure explanation: This procedure applies to Asia University international students who have 5. completed the registration process.
- Work flow: 6.



1 week before the final exam period starts

The international students use Student Information System start their enrollment for both preliminary professional courses and general courses for the next semester. 17

complete the application form and submit it to the Curriculum Section.

The host college and department staff assists the international students with course enrollment.