

Administration Management and Student Enrollment Training

Trainees from Cambodian partner universities

Meanchey University (MCU)

Sokwin Phon

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Graduated from Education Studies at University of Canberra and Development Management at Norton University in Phnom Penh, Mr. Sokwin Phon has been a Vice-Dean at Faculty of Arts, Humanities and Languages at Mean Chey University in Banteay Meanchey Province since 2011. In the years 2009 - 2011 Mr. Sokwin Phon worked as the head of Department of English at Faculty of Arts, Humanities and Languages at Mean Chey University as well.

Chhit Thy

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Mr. Chhit Thy has gained experience on the position of acting director of International Relations Office at Meanchey University, being responsible for cooperation with both local and international universities, signing ceremony or conduction of various programs such as student exchange or cultural exchange. He helped the faculties with English translation at meetings and translation of letters and helped students to write CVs and cover letters on daily basis. He also communicated with local authority and other stakeholders.

Sien Mom

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Ms. Sien Mom is a current acting head of the Academic Office and Student Admission. Her responsibilities there include e.g.: leading staff for the preparation of the academic planning, overseeing the tasks in the academic office and student admission, verifying and signing all documents prior its submission to the Rector and communication with the Ministry of Education, Youth and Sport, facilitating the teaching schedules from the faculties, coordinating student transfer process both in and out, overseeing the enrollment and examination procedures and results. Between the years 2008-2016 Ms. Sien Mom worked as a Deputy Head of the Academic Office and Student Admission where she gained experience through work on student enrollment and student disciplines, overseeing the student attendance or advising students on their academic affairs. She also worked with the faculties to ensure smooth and effective learning and teaching process.



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University of Battambang (UBB)

Tith Chandy

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Mr. Tith Chandy is a chief of Department of Foundation Year at University of Battambang.

Since 2007 he has been working there as a lecturer. He has also worked on the same position at National University of Management or Angkor University. He gained experience as a lecturer at Teacher Training Pedagogy Center. In previous years he participated on various trainings such as training on the Counselors Teachers at Community Development Department in Phnom Penh.

Sor Vanhort

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Previously graduated at UBB in Business Administration and Student Business Administration fields, Mr. Sor Vanhort holds a position of Deputy Chief of Academic Office of UBB since 2009.

Chhin Buntha

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Mr. Chhin Buntha works in Academic Affair office at UBB. His responsibilities there include: keeping all documents for every academic year, managing the enrollment and transfer of students, determination of the official examination date, managing the study utilities, follow-up on teaching and learning or cooperation with both departments and institutions at UBB and the rector.

Thy Samnang

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Mr. Thy Samnang currently holds the position of Head of English Department. Apart from teaching English at Faculty of Management and Tourism and at Department of Foundation Year, his duties include assessment of Administration office, coordinating work with lecturers and schedule, organization of the midterm and final exams, launching English short course and other scholarships and organizing program and budget for student field trips. Mr. Thy Samnang also gained experience as Monitoring and Evaluation Officer at Moug Reussey District, Battambang Province. He planned and implemented agreed project activities, particularly activities that focus on monitoring and measurement of project goals and objective, working most on maintaining the project's Logical Framework documents and delivering activities to assess the required indicators of the Logical Framework.

Yoeng Hak

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Mr. Yoeng Hak is Vice-Dean of Faculty of Arts, Humanities and Education at UBB since 2009. Previously he has worked as Teacher Trainer of Mathematics and as a Chief of Department of Science.

