



Steps for Addressing Students' Academic Issues on the International Campus

1. Students may meet with educational advisors in person to present their concerns during designated office hours.
2. The Education Unit provides services and responds to students from 8:00 a.m. to 13:00 p.m.
3. If the student's issue is not resolved after consulting with the educational advisor, they may submit a written request, along with the necessary supporting documents, to the Office of the Faculty Vice President for Education.
4. A meeting will be held with the student, the relevant advisor, and the Faculty Vice President for Education to review and address the student's request. It should be noted that in most cases, when the student visits the Vice President's office to submit a written request, an in-person meeting is conducted immediately, and efforts are made to resolve the issue at that time.
5. If the issue cannot be resolved through discussion with the Vice President for Education, it will be referred to the Educational Council of the School of Medicine, and, if necessary, subsequently presented to the University Educational Council. The final decision will then be communicated to the student.

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