

REVIEWED

at the meeting of the Department minute № 2
 from "2" "09" 2021 year
 Head of the Department [Signature] Ysmailova R.A.

Approved

Deputy Dean for Student Affairs of IMF
 "2" "09" 2021 year
 Paizyl daev T.R. [Signature]

**Student affairs work plan of the Department of
 Social- Humanitarian Disciplines for the 2021-2022
 academic year**

№	Scheduled work	Deadline of fulfilment	Responsible
Planned work			
1	Development of an annual plan of work on the educational part	September 2021	Responsible for students affairs Imankulova T.Zh.
2	Approval of the tutor's annual work plan	September 2021	Responsible for tutorial work Djeenbaeva K.A.
3	Explanation and control of their performance of duties and rights to the elders of tutorial groups	September 2021	Tutors
4	Organization of meetings with teachers about student affairs	Every month	Responsible for tutorial work Djeenbaeva K.A.
II Educational work			
1	Management and control of academic performance, attendance of students of tutorial groups	Every week (tutorial hour)	Tutors
2	Control and quality control of conducting and performing curatorship in tutorial groups	Every week	Responsible for student affairs Imankulova T.Zh.
3	International Students' Day	November 2021	Tutors
4	Working with weak students in the tutorial groups	Through the year	Tutors
III Intellectual development			
1	«Kyrgyz songs performed by foreign students»	November 2021	Tutors
2	«World reads Aitmatov»	December 2021	Kyrgyz language section
3	Brain ring "Healthy lifestyle"	II semester	Russian Language Section
IV Cultural and aesthetic work			
1	Brain-ring «How well do you know the Kyrgyz language»	February 2022	Foreign Language Section (online)
2	Nooruz holiday	March 2022	Kyrgyz Language Section (online)
3	Organization of excursions to the Historical Museum (Osh city)	April 2022	Kyrgyz Language Section (online)
4	Organization of cleaning works, general cleaning in classrooms	May 2022	Tutors

5	Indian culture: Customs and traditions (video presentation)	June 2022	Responsible for student affairs Imankulova T.Zh.
6	Discussion of the results of modules, sessions	July 2022	
7	Submitting a report on students affairs at the end of the year. Preparation for the new academic year, setting a plan, working with students.	August 2022	Responsible for student affairs Imankulova T.Zh.

Responsible for student affairs  Imankulova T.Zh.