

# Support Office for Persons with Disabilities at Assumption University

Assumption University places great importance on creating a compassionate and inclusive environment for everyone. The university has established mechanisms to support persons with disabilities through two main departments: the Office of Human Resources Management, which oversees staff with disabilities, and the Student Affairs Division, which supports students with disabilities.

## 1. Office of Human Resources Management

This office provides support for staff members with disabilities.

Team Structure:

- 1 Director of the Office of Human Resources Management
- 1 Advisor to the Director
- 1 Assistant Director
- 15 Staff Members



### **Services for Staff with Disabilities:**

1. **Personnel Section:** Prepares employment contracts for persons with disabilities and supports their integration into the workforce alongside other staff.
2. **Welfare and Benefits Section:** Coordinates and disburses welfare and benefits so that persons with disabilities receive equal rights and entitlements.
3. **Training and Development Section:** Coordinates access to training and self-development opportunities for persons with disabilities, ensuring equal opportunities with other staff.
4. **Rules and Regulations Section:** Oversees and ensures that staff members treat persons with disabilities appropriately and respectfully.
5. **Payroll Section:** Responsible for disbursing salaries and compensation to staff with disabilities.

### **Contact Information:**

- Building D, 1st Floor
- Phone: 02-783-2222
- Website: [www.ohrm.au.edu](http://www.ohrm.au.edu)
- Email: [hrm@au.edu](mailto:hrm@au.edu)

## **2. Student Affairs Division**

This division provides comprehensive support services to all types of students with disabilities.

### **Team Structure:**

- **Office of the Vice President for Student Affairs**  
Facilitates and supports operations, management, and personnel development within the Student Affairs Division.
- **Center for Career Development and Counseling**  
Offers counseling and services related to mental health, learning, and career guidance, along with career development programs.
- **Center for Student Leadership and Experiential Learning**  
Provides advice and information on specific activities that help students gain learning experiences outside the classroom.
- **Center for Sports and Physical Fitness**  
Encourages access to sports and fitness facilities for both staff and students to promote physical development.

- **Center for Student Personality and Campus Life**  
Responsible for student rights and discipline, dormitory life, student safety, and welfare.
- **Office of Thai Art and Culture**  
Promotes Thai art and culture through academic instruction and student activities.
- **Financial Assistance Division**  
Assists students in accessing financial aid and funding sources.

### Executives & Administrator



Rev. Bro. Sirichai Fonseka, f.s.g., Ph.D.  
President



Acting Sub Lt. Dr. Yutthana  
Suwannatarn  
Vice President for Student Affairs



Mr. Saharath Dowpiset  
Director, Office of the Vice President  
for Student Affairs  
Director, Center for Student Leadership and  
Experiential Learning  
Financial Assistance Division



Mr. Peenithi Siritheeratharadol  
Director, Center for Career Development  
& Counseling



Mr. Nukul Chaisuriya  
Director, Center for Sports and Physical  
Fitness



Ms. Daranee Prasatsorn  
Director, Center for Student Personality &  
Campus Life



Ms. Watinee Janarge  
Director, Office of Thai Art and Culture

### Services for Students with Disabilities:

- Provides counseling, advice, and coordination in securing appropriate services and facilities.
- Offers academic support.

- Assists in obtaining scholarships and access to funding sources.
- Organizes activities that encourage participation and potential development of students with disabilities.

**Contact Information:**

- CL Building, 14th Floor, Student Affairs Division
- Phone: 0-2783-2222 ext. 2145
- Website: [www.sa.au.edu](http://www.sa.au.edu)