

PLAN
educational work of the department of TSS
for the fall semester of the 2022-2023 academic year

№ п/п	Subject	Deadlines	Responsible
1.	Approval of the composition of the curators of the department for 2022-2023 year.	August	Head department, senior curator
2.	Acquaintance with freshmen, choosing an asset group, filling out freshman questionnaires	1 september	Head department, curators of first-year students
3.	Familiarization of students with the Charter of the university, the Internal Regulations, the Student's Code of Honor, for those living in a hostel - with the Rules for living in a hostel. Familiarization of students with the location of buildings and services, with the daily routine and class schedule. Familiarization of students with the subject of the educational course	September	Head department, senior curator of the department, group curators
4.	Acquaintance of students with the work schedule of student circles in the KDM, the trade union committee, "Akniet"	September	Curators of academic groups
5.	An hour of decency	September	senior curator, group curators
6.	Master class of the curatorial hour on the topic "Genius for all times" dedicated to Mukhtar Auezov.	September	Kaliaskarov N.B. students gr.RET-19-1
7.	Analysis of progress based on the results of certification	8 and 15 weeks	Head department, group curators
8.	The program "Rukhani Zhangyru": within the framework of the project "Tugan zher" an excursion to the Museum of KSTU "My university is the university of the first President of the Republic of Kazakhstan"	October	Curators of freshmen groups
9.	Participation in the action "Letter to Santa Claus"»	December	Belik G.A. Kaliaskarov N.B.
10.	Duty of the teaching staff in the dormitories of KSTU	According to the schedule of the dean's office	teaching staff of the department
11.	Participation of students in the celebration of World AIDS Day	December	curators, students
12.	Independence Day - the basis of democracy in the Republic of Kazakhstan (December 16)	December	Curators
13.	Preparation for the session (rules for exams, appeals, the "Clean session" campaign, etc.)	December	Head department, curators
14.	Individual work with students and parents.	During a year	Group curators
15.	Participation of students in the improvement of the territory of the city and the university	During a year	Senior curator, head of department, curators of groups
16.	Analysis of the laws of the Republic of Kazakhstan, Message of the President of the	During a year	Group curators

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	Republic of Kazakhstan		
17.	Sending letters to parents of students by E-mail, phone, e-mail, WhatsApp, etc. with the presentation of concrete results in this activity	During a year	Group curators
18.	Educational work of curators with students living in a hostel	Weekly	Group curators
19.	Conducting curatorial hours on the educational course "Ultka kyzmet"	During the year according to plans and in accordance with schedules	Group curators, students
20.	Carrying out educational and explanatory work and collecting explanatory notes from students who miss classes.	In fact	Head department, curators
21.	Collection of materials for filling the page of the TCC department on the KSTU website and on Instagram.	During a year	Responsible departments for the site, head of department, curators of groups

Group curators, students
Senior Curator



Belik G.A.