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| **Paragon International University Admission System** |
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| **System Request: Online Registration System** |
| **Project Sponsor:** Office of Finance, Office of Campus and IT Support, Rector, Office of Registration. |
| **Business Needs**: This project has been initiated to promote online registration. Moreover, this project is expected to cut down staff expenses by automating the registration process. |
| **Business Requirements**: Student may be able to view information on the webpage, register for the university program, and pay for the registered programs through a bank account. This project include functions such as:   * Using website and database storage (for storing student’s information) * Options to be selected on the website, including scholarship, admission, etc… for users to choose * Online registration form for students to fill out their personal information. * Online student support with subscription information to students * Document embedment (such as pdf files, word documents) for users to download * Drag and drop function for students to submit the documents (High school transcript, recommendation letter, motivation letter, etc) * Security system to protect user’s confidential information. * Partnership with local banks and money transfer services. |
| **Business Value:** Since this business moved to online registration, it will beneficially cut down the staff cost by a large margin and make universities focus on less but more highly skilled staff. We expect the reduced cost of staff and looking for potential staff to be beneficial in the long term. Estimated reduction in staffs cost and other benefits include:   * The university can save up to hundred to thousand dollars in staff costs in the short term and long term. * Building up the university’s reputation * Modernize the university’s technology infrastructure to gain advantage over other universities * Indicate that our university is always looking for the newest technology which makes the students trust the quality of the university in terms of providing them the concept of rapidly changing technology instead of traditional teaching. |
| **Special Issues / Constraints:**   * We implement this system in order to help students who live in a provincial area or far from Phnom Penh to make online registration and payments. Especially during this Covid-19 period, we want to decrease the physical contact in the community. For example, when students who live in a provincial area come to pay a fee they will need to contact other individuals such as taxi-driver, individual or private transportation services. * Encourage students to prefer contactless over cash payment. * Penalty for late admission and open only during registration period. |