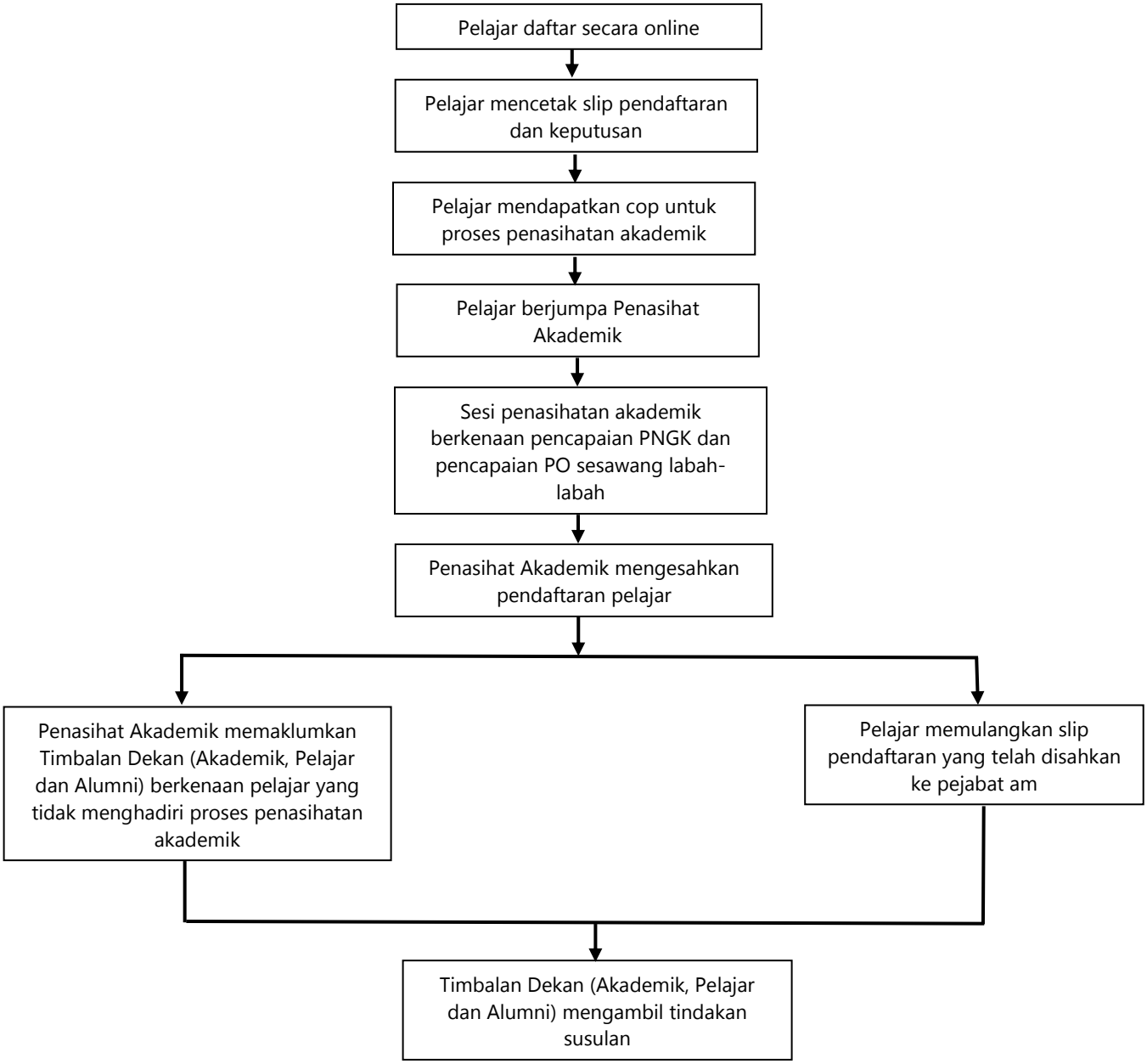SOP PENASIHATAN AKADEMIK