

# SUSS Full-Time Student Experiential Team Building Programme

## Frequently Asked Questions

Find answers to commonly asked questions. You may browse the list of topics:

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Link to recording of ETB Briefing Session 1: <https://youtu.be/gHJWpWQujPA>

Link to recording of ETB Briefing Session 2: <https://youtu.be/7swLuz5Kz5w>

Link to register for the SUSS July Orientation on 29 July 😊: [HERE](#)

### 1. ABOUT THE STUDENT TEAMBUILDING PROGRAMME

#### Is the Student Teambuilding Programme compulsory?

The Student Teambuilding Programme is an **experiential graduation requirement for all Full-Time SUSS students**. Hence, the Student Teambuilding Programme is **compulsory** and all students must complete this module within the first academic year.

### **What does the Student Teambuilding Programme comprise of?**

The Student Teambuilding Programme comprises of 2 components; the Experiential Teambuilding (ETB) module and the Student SUcCeSS Centre (SSC) Learning Prospectus.

The ETB module provides an experiential platform for all full-time undergraduate students to kick-start the university journey through a common experience. Students can look forward to various experiential activities designed to promote cohesion and collaboration, as well as gain a deeper understanding of self, team, community and the University's values.

The SSC Learning Prospectus is coupled with the ETB module to help students develop competencies in the domains of 'Unique Individual' and 'Care for Self and Others'.

### **Will participation in the Student Teambuilding Programme affect my classes?**

The ETB module is conducted physically before the semester hence classes will not be affected.

Students have the flexibility to choose the workshop they would like to attend under the "Unique Individual" and 'Care for Self and Others' domain of the SSC Learning Prospectus. As the workshop dates will be shared prior, students are free to register for courses that best fit their schedule.

### **What is the SUcCeSS Learning Prospectus?**

The Student Success Centre (SSC) offers a comprehensive suite of programmes (SUcCeSS Learning Prospectus) for our students and alumni to complement the academic learning journey in SUSS to support students towards achieving Personal and Professional Success. The programmes endeavour to facilitate the unleashing of students' potential to advocate for their own wellbeing as well as others while doing social good to benefit the community and the environment transform and at the same time transform mindsets for students to be future ready and nurture the passion for lifelong learning. For full-time undergraduate students, completion of selected programmes is part of fulfilment of graduation requirements under Student Teambuilding and Work Attachment.

The SUcCeSS Learning Prospectus is coupled with the ETB module to help students develop competencies in the domains of 'Unique Individual' and 'Care for Self and Others'.

### **Where can I obtain information on the SSC Learning Prospectus?**

More information on the SSC Learning Prospectus will be shared during the last day of the ETB module programme.

**Do I still need to complete my SSC Learning Prospectus requirements during my first year in SUSS if I am deferring my participation in the ETB module next year?**

Yes.

**How do I clear the SUcCeSS Learning Prospectus requirement?**

Attend at least 1 workshop from 'Unique Individual' or 'Care for Self and Others' domain **within your first academic year**. More information on this will be shared with you during the actual ETB programme.

**What's the course fee for the Student Teambuilding Programme?**

The programme is non-credit bearing, hence no course fees are required for this programme.

**2. ABOUT THE ETB MODULE**

**How can I benefit from attending ETB?**

As this is an onboarding programme, the ETB programme provides a platform for freshmen to meet and network with their cohort peers. It is also designed to value-add to the start of your SUSS journey by equipping you with the foundational skill sets in your transition to University.

**What are the different ETB module run dates for Year 2023?**

Run No	Dates
1	10 to 12 July 2023
2	13 to 15 July 2023
3	18 to 20 July 2023

**Is the ETB programme held virtually or in-person?**

ETB 2023 is a three-day, in-person, stay-out programme.

**Do I need to see the doctor if I do not have a pre-existing medical condition?**

No. Only students with declared health conditions that ISOS advises to see a medical examiner would be required to see the doctor for a more detailed medical assessment.

**If I have a pre-existing medical condition, how would SUSS assess whether I am fit to participate in the ETB module after a doctor's report? What happens if I am deemed medically unfit?**

Firstly, students with health conditions are allowed to participate in the Student Teambuilding Programme with appropriate medical clearance, which may involve visiting a doctor. SUSS works with International SOS, a health and security services company, to facilitate this process. More information on the health declaration process will be provided during the registration process.

If you have a pre-existing medical condition but are not required to visit a doctor, SUSS Student Life will email you once you have cleared the health declaration phase.

Should you be required to see an external medical doctor, a template **Note to Medical Examiner** form will be provided for you to bring to the external clinic for assessment of your fitness to participate in the programme. You will then be required to re-log into the ETB Registration Portal and upload the completed Note to Medical Examiner form. SUSS Student Life will review the form and notify you on the outcome.

**Are there sufficient slots for all students to attend ETB runs in July 2023?**

There are sufficient spaces in total for all students to participate. However there is a maximum quota for each run. For any reason, if you are unable to select **at least 1** run, please contact SUSS Student Life immediately at [studentlife@suss.edu.sg](mailto:studentlife@suss.edu.sg) or +65 6240 8811.

**Are there any high or wet elements in the ETB module?**

There are no high elements in the ETB module however students will engage in outdoor activities that might be in contact with the natural environment. Students will be briefed on details prior to the day's activities.

**What activities can I expect during the ETB programme?**

There will be a mix of indoor-workshop-based activities as well as physical/outdoor activities. You can expect to discover more about yourself, understand your unique strengths and values, as well as learn about team dynamics and working in teams.

**Will ETB be a full-day event for the whole programme duration?**

Students will be engaged in a full day of activities on all 3 days of the ETB module. The detailed programme schedule will be made available closer to the programme date. The programme day typically runs from 8:30am to 6pm.

### 3. REGISTERING FOR THE ETB MODULE

#### How do I register for the ETB module?

A welcome email will be sent to your personal email, which contains the link to access the Student Teambuilding registration portal.

*Please be patient as there might be a slight delay in receiving the welcome email.*

The Student Teambuilding Programme registration process will be conducted in 2 phases:

Window of Acceptance*	Phase 1: Course Registration and Health Declaration	Phase 2: Medical Clearance
JAE Window 1 (Students who receive admissions offers between 3 January and 24 May 2023, as well as students matriculating this year who received their admissions offers in 2021/2022)	1 June, 12pm to 30 June, 12pm	Run 1: 1 June, 12pm – 5 Jul, 12pm
JAE Window 2 (Students who receive admissions offers between 1 and 18 June 2023)		Run 2: 1 June, 12pm – 10 Jul, 12pm
		Run 3: 1 June, 12pm – 12 Jul, 12pm

- During Phase 1, students are only required to select their preferred run on a first-come-first serve basis and complete their health declaration.
- Phase 2 is only applicable for students with declared medical health conditions. Students must clear Phase 2 before the stipulated deadline by seeking appropriate medical clearance, before they are allowed to attend and participate in the ETB programme.
- Students are allowed to **register for only ONE (1) run**.
- Students' participation in the ETB programme will be confirmed only after both phases are completed by the respective deadlines.

*\*Students who receive admissions offer after 18 June 2023 will attend ETB 2024 instead.*

#### What other additional documents do I need to confirm my registration?

Students with health conditions are allowed to participate in the ETB programme with appropriate medical clearance.

Students' Health Declarations will be reviewed by SUSS Student Life. Students may be required to consult a doctor to fill in a **Note To Medical Examiner** form before being allowed to register for the ETB Programme.

**If I have declared a medical condition, do I have to clear my medical before being able to register for my preferred ETB run?**

Regardless of whether you have a medical condition to declare, students will be able to select their preferred ETB run immediately on the registration portal after they have completed their medical declaration.

However, students with declared medical conditions are required to complete the medical clearance phase by the stipulated deadline in order to be allowed to attend and participate in the ETB run.

**Do I need to make payment when calling ISOS?**

No, students do not need to make any form of payment when contacting ISOS during the Health Declaration phase.

**Am I allowed to switch runs once I am registered?**

Students are allowed to register for **only ONE run** and are not allowed to switch programmes once registered.

**During registration, will the domain that hosts it hang/lag as it may be overwhelmed? If so, will I lose out if I am unable to choose the ETB of my choice?**

If a student faces technical difficulties registering, he/she is advised to take a screenshot of the issue and email SUSS Student Life ([studentlife@suss.edu.sg](mailto:studentlife@suss.edu.sg)) for assistance.

**What if I am not assigned to the run that I applied for, will I then be randomly assigned to other runs?**

The system allows you to select the run of your choice. If the quota is full, you will not be able to apply for the run (selection will be greyed out) and will be required to register for another run where space is available.

Should there be a system error, students are encouraged to take a screenshot and email SUSS Student Life ([studentlife@suss.edu.sg](mailto:studentlife@suss.edu.sg)) for assistance.



**Is going to the doctor for a physical examination as part of the health declaration phase compulsory?**

Students are required to declare any medical conditions for safety purposes. Students who do not declare medical conditions are not required to go for a physical examination.

Should students indicate a pre-existing condition, they will have to email International SOS providing details of your medical declaration. International SOS doctors will revert with a phone call within 3 business days and advise the student if he/she is required to visit an external doctor for medical clearance.

Only upon International SOS advice will students be required to visit a doctor. The doctor will need to fill up a **Note To Medical Examiner** form to indicate if the student is cleared to attend the programme.

**For health check-ups, can I visit any GP or clinic?**

SUSS only accepts recommendations from Registered Medical Practitioners who are willing to complete the **Note To Medical Examiner** form, which will be provided to students who are required to seek medical advice. TCM and Chiropractic's assessments are not accepted.

You may wish to call the clinic prior to visiting to enquire if they are able to fill in the **Note To Medical Examiner** form.

**What should I do if I am unable to attend any of the runs?**

If you are unable to participate in the Programme, please apply the **Appeal for Deferment Form** by clicking on this link:

[https://suss.au1.qualtrics.com/jfe/form/SV\\_4VoLTQiBhzeXHZb](https://suss.au1.qualtrics.com/jfe/form/SV_4VoLTQiBhzeXHZb)

Complete and submit the form with supporting documents to SUSS for consideration. The team will review your appeal and inform you of your appeal outcome through email.

Students may still take ETB in their senior years but are strongly encouraged to clear it early as it is an experiential graduating requirement.

Alternatively, please call SUSS Student Life at +65 6240 8811 (From 9am - 5pm on weekdays, not including public holidays) should you require any assistance.

## 4. COURSE ASSESSMENT MATTERS

### What am I required to do to pass the ETB module?

To pass the ETB module, students are required to:

1. Achieve at least 75% attendance for the ETB programme
2. Participate actively in the ETB programme
3. Pass 2 ETB course assessments: ETB Course Quiz and Group Presentation

### Do I have to retake the Student Teambuilding Programme if I fail the ETB module?

Yes. Should students fail the ETB module, they are required to attend and retake the ETB programme with the next year's cohort.

### What is the ETB Course Quiz like? Will there be any materials that need to be read before attempting the quiz?

The online quiz comprising a set of questions for you to answer.

ETB Course quiz will open one week before your selected ETB run and will need to be completed to be submitted within 2 weeks after the ETB programme ends.

There will be a learning guide for students to read before attempting the online quiz. These guides will be made available on [CANVAS](#) after your registration has been confirmed for the respective runs.

### How many times can I attempt ETB Course Quiz?

Students are given a maximum of 3 tries for the online quiz and the system will acknowledge the test with the highest score. You need to score at least 60% to pass your ETB Course Quiz.

### How will my grade for the ETB course be affected if I have to withdraw from the course due to urgent family matter or illness?

It will be reviewed on a case-by-case basis. If the student had participated actively, and had done enough to be able to attempt the Group Presentation, the student will be able to clear the ETB programme. However, if the student is not able to meet the Group Presentation requirements, he/she will be required to repeat and attend the ETB programme again.

If you have to withdraw from the course (either before the commencement or during the ETB Programme), please write in to SUSS Student Life ([studentlife@suss.edu.sg](mailto:studentlife@suss.edu.sg)).

#### **Why is the ETB Course Quiz opened before the start of the run?**

The quiz is meant for students to familiarise with the content material and understand basic safety. This will assist you as you undergo the ETB programme.

#### **How to pass the Group Presentation?**

This will be advised during the briefing on Group Presentations done during the ETB programme.

#### **How are groups for Group Presentation formed?**

Groups are formed based on the ETB run that you have chosen. Within your group, there will be a diversity of students comprising different majors.

#### **Where can I find more information on the Group Presentation? (i.e. when will it be held, what does it comprise of, is it conducted online or in-person)**

The Group Presentation will be in Jan 2024. More information and details of the Group Presentation will be shared during Day 3 of the ETB Programme.

#### **How is class participation score graded? Is it a transparent grading system?**

There is no class participation component.