

# Online Parents Information Session Frequently Asked Questions

# Programme Structure

**What is ‘flipped classroom’? What is the rationale of having blended learning (online and face-to-face session)?**

In the flipped classroom approach, class time is “re-purposed” for inquiry, application, and assessment to better meet the needs of individual learners. Students gain control of the learning process by reviewing course material before face-to-face class time, using readings, pre-recorded video lectures, or research assignments.

During face-to-face sessions, instructors become facilitators of the learning process by helping students work through problems individually and in groups.

# Programme Structure

## **How do you encourage collaborative work during online learning?**

With the flipped classroom concept, the learning takes place in and outside of seminars. Students have to work on their individual research and learning. They will be assigned group assignments and projects which have to be fulfilled outside of their seminars time. They need to embrace team work in order to perform well for the assigned group work.

## **How can the school ensure that students questions are answered by the lecturers**

Students may approach faculty to clarify topics or teachings when required, outside of the f2f seminars.

# Programme Structure

**For students who had credit exemptions eg. maximum is 10 credit units (cu), are they able to complete the degree course in 3 years instead?**

Full-time students need to complete a total of 200 cu. On top of that, students would need to fulfil other non-graduating components such as Service-Learning & Community Engagement, 24-week Work Attachment, Overseas Experience, and Experiential Teambuilding Programme.

Students would typically take the full 4 years to complete the full-time programme. 10 cu is equivalent to two 5 cu courses; and exemptions from two courses would not allow students to complete the programme in 3 years.

**What is the minimum modules a student can take up in a semester?**

Students typically take a range of 30 to 35 cu in each semester.

# Programme Structure

**Why is there no exemption for students taking up a degree with a relevant diploma in SUSS?**

Polytechnic diploma graduates are entitled to a 10-cu credit waiver in the SUSS Core Unrestricted if their polytechnic CGPA is at least 3.5. For additional credit recognition in selected Level 1 courses, students may sign up for the Challenge Examinations.

**Are lecturers teaching in SUSS mostly working professionals?**

We have full-time faculty teaching in SUSS. At the same time, we also hire associates to teach certain courses.

# Programme Structure (ECE)

**I heard that with a CGPA of 3.5 and above, student is able to do the 3 years track. My child's GPA is 3.49, can she still appeal for course exemptions?**

The 3-year track is only for the Early Childhood Education with Minor programme. It is only applicable to students with a 3 Year full-time ECE diploma from:

**Temasek Polytechnic:**

Diploma in Early Childhood Studies

**OR**

**Ngee Ann Polytechnic:**

Diploma in Early Childhood Education

Diploma in Child Psychology and Early Education

Diploma in Chinese Studies (Early Childhood Teaching Track)

Diploma in Tamil Studies with Education

National Institute of Early Childhood Development (NIEC)

**AND** achieved CGPA of 3.50 and above

**AND** acquired at least B4 grade for GCE 'O' Level English.

\*CET ECE Diploma not applicable.

# eCourse Registration

**How does the bidding of minor elective work for my child? When do they decide their minor?**

There is no course bidding system in SUSS. Students will go through eCourse Registration. For more information, we encourage students to engage their befrienders to find out more about the system.

Students will declare their minors in second year of study.

# July 2020 Semester Classes and Exams

## **When does the school term start ?**

July 2020 semester commences on 3 August 2020.

## **Will all the modules be online during the first semester ?**

Typically prior to COVID-19 situation, there will a 3 hour face-to-face (f2f) seminars per week per course on campus. There are a total of 6 weeks in Term 1 and 6 weeks in Term 2. For each course, students will have 18 hours of f2f seminars in each term.

For example, student is studying 3 course, they will have 9 hours of f2f seminars per week. Over 6 weeks, they will have 54 hours of seminars.

Due to the COVID-19 situation, July 2020 semester will be conducted online with some courses having a blended approach (mix of online and f2f).

## **What mode will the examinations be?**

We are closely monitoring the advisory from MOH and MOE. Students should refer to official announcements via Student Portal on the mode for the examinations scheduled to be held in November.

# Course Materials/ Timetable

## **When will my child receive their course materials?**

For Year 1 Semester 1 (July 2020 semester), there are no physical course materials for all courses except for ECE100, which will be sent via courier to the respective students. Students taking ECE100 have to register for the courier service via Student Portal.

E-Course Materials will be available on Canvas from 13 July 2020

## **When will my child's timetable be released?**

Students may check for their class schedule and timetable via Student Portal from 13 July (Mon) onwards.

# Work-Study Degree Programme (WSDeg)

## **Please elaborate on Work-Study Degree programme?**

The Work-Study Degree programme at SUSS is offered in partnership with external organisations, and is applicable for current full-time students of SUSS taking the following programmes:

- Bachelor of Science in Finance with Minor
- Bachelor of Human Resource Management with Minor
- Bachelor of Science in Business Analytics with Minor
- Bachelor of Science in Marketing with Minor
- Bachelor of Science in Supply Chain Management with Minor

Students may apply for this, from their 2nd year of study onwards, subject to vacancies and passing the interviews with the respective external organisations.

One existing example is the Work-Day / Study-Day Model with Standard Chartered Bank for current full-time Finance or Human Resource Management students, where students work three days a week at Standard Chartered Bank, and spend the remaining two days studying in SUSS.

# Transfer of Programme (ToP)

**Can my child switch programmes if they deemed that the programme is not suitable for him/her? What are his/her options?**

Students may apply for ToP, subject to programme vacancies.

They should look out for announcements in Student Portal for ToP periods (April/May and October/November).

Information are also listed in e-Student Handbook.

# Financial Aid and Tuition Fees

## What are the available Financial Aid schemes and scholarships?

Information on the different Financial Aid schemes can be found in the e-Matriculation booklet: <https://www.suss.edu.sg/docs/default-source/contentdoc/src/ft-matriculationbooklet.pdf>

## What are the payment options for school fees?

Payment of school fees can be made via the following modes of payment:

- e-Payment
- Over-the- Counter Payment
- Cheque and Cashier Order (Payable to Singapore University of Social Sciences)
- Interbank GIRO Payment\*
- Bank Transfer

For more information on the modes of payment, please refer to the e-Matriculation booklet.

# Financial Aid and Tuition Fees

## How do we view the breakdown of tuition fees and by when must we make payment?

Students can log in to the Student Portal to view their current semester's tuition fee invoice, under **E-Services > View Outstanding Invoice and Make ePayment**.

The miscellaneous fee and tuition fees are payable by **31 August 2020 (Mon), 2359 hours**.

Students arranging to pay the tuition fees via the following financial aid schemes, will not have to make payment for the tuition fee by 31 August 2020 (Mon), 2359 hours. Students will be notified of the outcome by the respective parties and a new invoice with the revised balance payable (if any) will be sent by mid-September 2020.

- MOE Tuition Fee Loan
- CPF Education Scheme
- Mendaki Tertiary Tuition Fee Subsidy
- MOE Study Loan
- Higher Education Bursary (for Singapore citizens only)
- Higher Education Community Bursary (for Singapore citizens only)
- PSEA Scheme
- SUSS Study Grants, Study Awards, Other Bursaries

In such cases, the miscellaneous fee is still payable by 31 August 2020 (Mon), 2359 hours if it is not covered under the financial aid scheme.

# Financial Aid and Tuition Fees

## **How do we use PSEA to pay for course fee?**

Students may apply to use their own (Apply via online platform) or their siblings' PSEA (Download and return hardcopy form using the Business Reply Envelope) to pay fees to be incurred at SUSS.

Deadline to submit PSEA application is 15 July 2020, 2359 hrs. More information can be found in the e-Matriculation booklet pg 12.

# External Scholarships

**If we miss the deadline for the application of ECDA Training Award Scheme or other Government agency scholarship, can we still apply?**

Students may apply for the mid-term ECDA Training Award Scheme. They should look out for the announcements by the respective organisations or agencies.

# Experiential Teambuilding (ETB)

**What are the plans for ETB programme (Shenzhen, Indonesia, Vietnam) in Nov/Dec?  
What happens if travel restrictions are still in place?**

In view of Covid-19, the ETB programmes and locations are subjected to changes. Office of Student Life is closely monitoring the travel advisory by MOH and MOE.

In the event that the Student Teambuilding Programme is conducted in Singapore, students will be able to:

- Fulfil the Student Teambuilding mandatory graduation requirement
- Earn 2.5-cu from the ETB module only

Students can fulfil the Overseas Experience (OE) requirement through other programmes such as Overseas Experiential Learning courses, Overseas Work Attachment, Overseas Summer/Winter School, and Global Service-Learning. Students are to complete this before graduation.

# Overseas Experience (OE)

## What is Overseas Experience?

Overseas Experience is a graduating requirement for full-time students. Global competency and awareness of cultural diversity, particularly in global emerging markets, will continue to be crucial skills and assets in an increasingly globalised world.

We strongly encourage students to step outside of their comfort zones and embrace other cultures, places and ideas like a true global citizen and find themselves as future bridges between cultures and communities.

Overseas Experience can be fulfilled in the following ways:

- Overseas Experiential Learning courses
- Overseas Summer or Winter School
- Overseas Work Attachment or Internships
- Global Service-Learning
- Overseas Experiential Programmes

# Overseas Experience (OE)

**Which year of the course will the students go for overseas exchange program and is it compulsory?**

Overseas Experience is a graduating requirement for full-time students. It is recommended that these programmes be completed in the first two years of the full-time degree programme.

# Service Learning and Community Engagement

## **Is community engagement compulsory? How can the students go about it?**

Community Engagement is a graduating requirement for full-time students.

Students are expected to research, discuss and propose a community engagement collaboration in consultation with local or overseas community partners.

During their course of study, students have the opportunity to research and understand more deeply about a social issue of their interest. Students are encouraged to tap on their existing strengths, skill-sets and/or Professional Major in service with the community.

There are five different ways for the students to perform Community-Engaged related initiatives:

- Community-Engaged Project
- Community-Engaged Work Attachment/ Internship
- Community Service-Learning
- Global Service-Learning
- Social Entrepreneurship

# Overseas Work Attachment

**I am supportive of overseas attachments but concerned due to the recent Covid-19 issues around the world, will there be any alternative?**

Students typically go for their work attachment in their third year. If the pandemic persists till then, students can choose to complete their work attachment in Singapore. It is not compulsory to fulfil an overseas work attachment.

**What is the duration of overseas internship? How many months must my child need to stay overseas?**

Students are expected to complete 24-week work attachment. If they have the opportunity to complete their work attachment overseas, then they will be away for 24 weeks. It is not compulsory to fulfil an overseas work attachment.

# Work attachment (WA) & Internships

## Which year will the students be doing the work attachment?

Students should commence their work attachment by the end of Year 2 and completed before the start of Year 4. The duration of WA must be at least 24 weeks

## How can my child apply for work attachment?

Students are advised to apply 6 to 9 months ahead of their planned start date of WA.

They can apply for WA with:

- SUSS' approved corporate partners (through the [Career Development Portal](#))
- Companies independently sourced by students, provided that the job description and company are approved by SUSS
  - Local companies must be registered with ACRA; and
  - Overseas companies must be a business entity registered with the relevant equivalent local authority.

# Work attachment (WA) & Internships

**For internship, do my child need to search for the company or the university arrange the attachment for them?**

Unlike work attachment, internships are not a graduation requirement.

Internships are full-time or part-time or temporary work students do to gather work experience, acquire work-related skills, earn pocket money, and build their network. Internships done locally (local internships) are managed entirely on students.

Many students take on both WA and internships throughout their 4 year journey in SUSS.

# International Students

**Must international students be physically present in Singapore if all courses will be taken online this July semester? Is there any timeframe students should arrive in Singapore?**

Seminars for July 2020 semester will be online.

If international students have no intentions to travel to Singapore, it's alright as seminars for July 2020 semester are online sessions.

If international students intend to travel in, he/she has to notify SUSS and inform estimated period of arrival. SUSS have to submit request to Ministry of Education. Only when international student is granted entry approval, he/she may proceed to purchase air tickets and travel in within 2 weeks of approval.

All incoming international students will need to undergo (a) COVID-19 swab test and (b) 14 days of Stay Home Notice (SHN) at a designated facility.

# Transitlink Card

## **Is my child entitled to receive a bus concession card?**

All full-time students will receive a Tertiary Student Concession Card. Students should have submitted photos during Online Matriculation for the purpose of printing the card.

We are currently liaising with the Transitlink office and Student Support will be mailing out the cards when received.

# Parents' Communication

**Moving forward, how can parents continue the engagement with SUSS? Is there any contact information? Are we able to track the progress of our kid's exam/test scores?**

SUSS will be liaising with students directly, not parents. The official correspondence will be through students' MyMail email address.

We do not share the results (CGPA) of students to any third party (i.e. parents, guardian, relatives) due to PDPA regulations.

We do not engage or liaise with parents. As mentioned in our online sharing, we will be treating the students as young adults.

# Thank You!