

SUNWAY UNIVERSITY



Orientation Guide September 2011 Intake

This guide belongs to

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The journey of a thousand miles begins with one step...

Welcome to the first step of your new adventure!

It is exciting to embark on your university journey. Our aim is to help you settle into university life. Hence, we have planned your Orientation in such a way that it equips you with the information that you will need to prepare for classes. We have organised sessions that will give you the opportunity to find out more about your lecturers, the learning process that you will participate in and how it may be different from your previous learning experiences. You will find out about extra-curricular activities that are available and familiarize yourself with your new surroundings. The Orientation denotes the official start of the university year, so your attendance is compulsory.

What should you expect?

Each Orientation session is tailor-made to cater to your academic and social needs as well as your welfare. We will introduce you to our student support services, the library and computing facilities. We will also brief you on important health and safety measures while on campus. You will learn how you can sign up for your unique computer access account, tutorials and lab sessions. We urge you to take advantage of your Orientation to ensure that you are well-informed and fully equipped for your exciting journey ahead.



Welcome Message from The Vice-Chancellor

Welcome to Sunway University. I am confident that your time with us will be a rewarding and fulfilling experience for you.

Sunway University is an institution that takes pride in the quality of its teaching and learning. In 2010, we received a rating of “Excellent” (five stars) in the national SETARA rating system. This places us in the leading group of Malaysian universities.

Our Sunway degrees are validated by Lancaster University, a high ranking UK university, thus ensuring that they are widely recognised internationally. Lancaster University endorses the standard and quality of our degrees by awarding a dual Lancaster honours degree.

As a university student, you will have a lot more freedom than you had when you were in high school. We expect you to develop into an independent and self-motivated learner. Of course, that does not mean that you will be on your own. Your lecturers and our support staff will go the extra mile for you. We provide a comprehensive range of student support services and assistance, including help with the development of study skills.

Do take the initiative in using the extensive support and resources that we provide. For example, you should take full advantage of the Library. On a per capita basis we invest more in our Library than any other private university. You will have access to comprehensive and up-to-date information resources, including extensive on-line journals and databases.

I wish you every success with your studies.

Professor Robert Bignall
Vice-Chancellor

Directorate



Ms Elizabeth Lee
Executive Director
Sunway Education Group



Prof. Robert Bignall
Vice-Chancellor



Prof. David Ngo Chek Ling
Deputy Vice-Chancellor
(Research & Higher Degrees)



Dr Khatijah Khalid
Registrar



Mrs Lim Tiew Ming
Director, University Services

SCHOOL OF BUSINESS

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OTHER SUPPORT DEPARTMENTS

Contact no.: +6 03 7491 8622

Admission Office

info@sunway.edu.my
Ext.: 3516 & 3512

Condo & Hostel

residence@sunway.edu.my
Contact no.: +6 03 5638 0184

Facilities & Maintenance

llchong@sunway.edu.my
Ext.: 8085 & 8006

Finance Services

finance@sunway.edu.my
Ext.: 8157 & 8128

Health & Safety

safety@sunway.edu.my
Ext.: 3678 & 8029

IT Services

helpdesk@sunway.edu.my
Ext.: 8000

International Student Office

rickyl@sunway.edu.my
Ext.: 3063 & 3126

Library

thol@sunway.edu.my
Ext.: 8771 & 3120

Registry

registry@sunway.edu.my
Ext.: 8179 & 8101

Security Department

security@sunway.edu.my
Ext.: 8111

Student Services Department

ssd_admin@sunway.edu.my
Ext.: 8055 & 3629

SCHOOL OF BUSINESS

Diploma in Business Administration

BSc (Hons) Accounting and Finance

BSc (Hons) Business Management

BSc (Hons) Business Studies

SCHOOL OF COMPUTER TECHNOLOGY

Diploma in Information Technology

BSc (Hons) Information Systems

BSc (Hons) Information Technology

SCHOOL OF CREATIVE ARTS & COMMUNICATION

Diploma in Fine Art

Diploma in Graphic & Multimedia Design

Diploma in Interior Design

Diploma in Performing Arts

BA (Hons) Communication

SCHOOL OF HEALTH & NATURAL SCIENCES

Diploma in Nursing

BSc (Hons) Psychology

SCHOOL OF HOSPITALITY, TOURISM & LEISURE MANAGEMENT

Diploma in Culinary Arts

Diploma in Events Management

Diploma in Hotel Management

Diploma in Tourism Management

BSc (Hons) International Hospitality Management

AMERICAN DEGREE TRANSFER PROGRAM

(Major in Business, Actuarial Science,

Communication, Forensic Science, Biomedical Science, Psychology,

Engineering, Aviation, Computer Science, Architecture)

SCHOOL OF HEALTH & NATURAL SCIENCES

DIPLOMA IN NURSING

DAY 1

07 September 2011
(Wednesday)

TIME	ACTIVITIES	VENUE
9.30 am	Registration	Foyer
10.00 am	Welcome Address <i>Ms Elizabeth Lee, Executive Director, Sunway Education Group</i>	Audi 3
10.15 am	University Education at Sunway University <i>Prof. Robert Bignall, Vice-Chancellor</i>	Audi 3
10.30 am	What's Next After Admission <i>Ms Carol Lau, Head, Student Records & General Administration</i>	Audi 3
10.50 am	IT Services <i>Mr Selvakumar, Team Lead, IT Services</i> (Personal Identification is needed for verification when collecting your computer login name and password)	Audi 3
11.10 am	Student Services and Support <i>Ms Lee Siok Ping, Director, Student Services Department</i>	Audi 3
MALAYSIAN STUDENTS ONLY		
11.30 am	MQA Subjects Briefing <i>Ms Lee Aun Nee, Lecturer, Language & Compulsory Subjects Centre</i>	Audi 3
11.45 am	PTPTN/ EPF Briefing <i>Encik Noor Zaidi Mohd Noor, Head, Government & Corporate Liaison Unit</i>	Audi 3
INTERNATIONAL STUDENTS ONLY		
11.30 am	Do's & Don'ts: International Students' Perspective <i>Mr Ricky Lam, Assistant Manager, International Office</i>	Audi 4
11.45 am	For your Insurance Needs <i>Representative from Chatis Malaysia Insurance</i>	Audi 4
12.00 pm	Light Lunch	Audi 3
1.00 pm	Sunway University Student Association <i>Briefing by Student Council</i>	Audi 3
1.15 pm	Activities by Student Council	Audi 3
2.00 pm	End of Day 1	

Day 208 September 2011
(Thursday)

TIME	ACTIVITIES	VENUE
10.30 am	Welcome Address, Programme Briefing & Student Handbook Briefing <i>Ms Lu Poh Lian, Head-Operations, Department of Nursing</i>	Audi 2
11.30 am	Clinical Briefing <i>Ms Tan Soh Cheng, Clinical Coordinator, Department of Nursing</i>	Audi 2
12.30 pm	Break & Campus Tour	Cafeteria
2.30 pm	Meet with Lecturers, Clinical Instructors and peers (Future Nurses Club)	Audi 2
3.30 pm	End of Day 2	

Day 309 September 2011
(Friday)

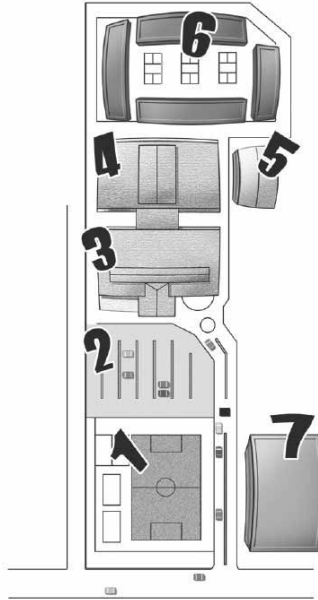
TIME	ACTIVITIES	VENUE
10.30 am	Activation of iZone & iMail <i>Mr Selvakumar, Team Lead, IT Services</i>	CL 1.1
11.30 am	Library Orientation and Tour <i>Ms Molly Chuah, Deputy Chief Librarian</i>	CL 1.1
1.00 pm	BREAK	
2.30 pm	Student ID Photo taking session	Info Centre
4.30 pm	End of Day 3	

COMMONLY USED ACRONYMS

Audi 2	Auditorium 2	Level Ground, South Building
Audi 3	Auditorium 3	Level Ground, South Building
Audi 4	Auditorium 4	Level Ground, South Building
Info Centre	Information Centre	Level Ground, South Building
Cafeteria		Level Ground, North Building
ECHO	ECHO Newsletter Room	Student Centre, Level Ground, North Building
CL 1.1	Computer Lab	Level 1, South Building

Campus Layout

1. Sports Field
2. Students' Car Park
3. South Building
4. North Building
5. East Building
6. Sun-U Apartments (Hostel)
7. Sun-U Residence (Hostel)



SUNWAY UNIVERSITY



Sunway University

(KPT/JPT/DFT/US/B15)

Owned and governed by the

Jeffrey Cheah Foundation

(800946-T)

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