

## Our Student Affairs Office

SAO strives to provide quality co-curricular programmes and various activities to develop students' all-round potential and offer a rewarding learning experience.

# The Services Ladder of SAO: AAAA

# Services Ladder: AAAA

**Advancement**



**Advising**



**Adaptation**



**Arrival**



# Key Programmes in 2023/24



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# Global Leadership & Advancement Programme

# Global Leadership & Advancement Programme

## Core Concepts & Objectives



Global Leadership & Advancement Programme, GLAP, is a **one-of-its-kind advancement training programme** tailor-made for undergraduate students of Tung Wah College.



It encourages student participants to start to know more about their **inner self**, then go through a path of **self discovery** to be built up as strong leader with **values, wisdom and virtues**.



Students are inspired to **explore outward and reflect inward**, uncover their unique inner strength; and then shine and **commit to make the world a better place for all**.





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# Global Leadership & Advancement Programme



## Characteristics 1 : INTENSIVE & SHARP

GLAP offers a 360-degree advancement training package which organically integrates a diverse mix of expertise, training methodologies and exciting learning experiences. It provides intensive trainings with reflection exercises, and platforms for exploring and learning.



## Characteristics 2 : CHALLENGING & IN-DEPTH

The programme helps students to realize their values, passion and commitment through down-to-earth plans and actions. It also motivates students to explore local and global concerns from a widening perspectives and engage in addressing the challenges that to learn to serve.

GLAP  
TWGSA  
PMP

# Relationship Building with self and other

Horizon Widening  
& Connecting to  
the Globe



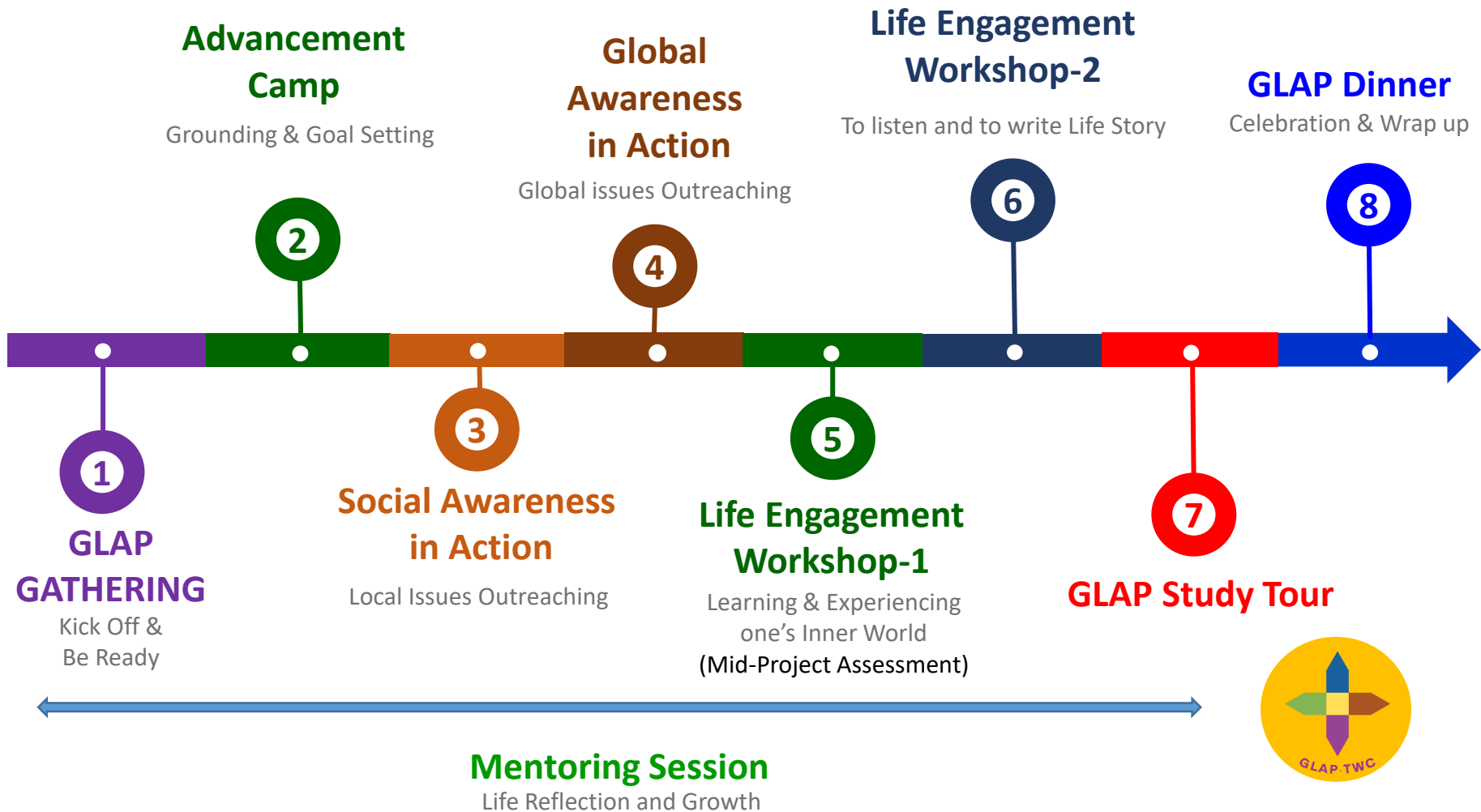
Life Planning  
&  
Commitment

Self Understanding &  
Personal Development

**GLAP: LEARNING OUTCOMES**



# GLAP 2023-24 TRAINING COMPONENTS



# GLAP Champions in AY2021/22 & AY2022/23





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# Tung Wah College Global Student Ambassador

# Tung Wah College Global Student Ambassador



# Tung Wah College

## Global Student Ambassador

This programme aims to nurture a culture of civic engagement and enhance an atmosphere of widening horizon among campus and students.

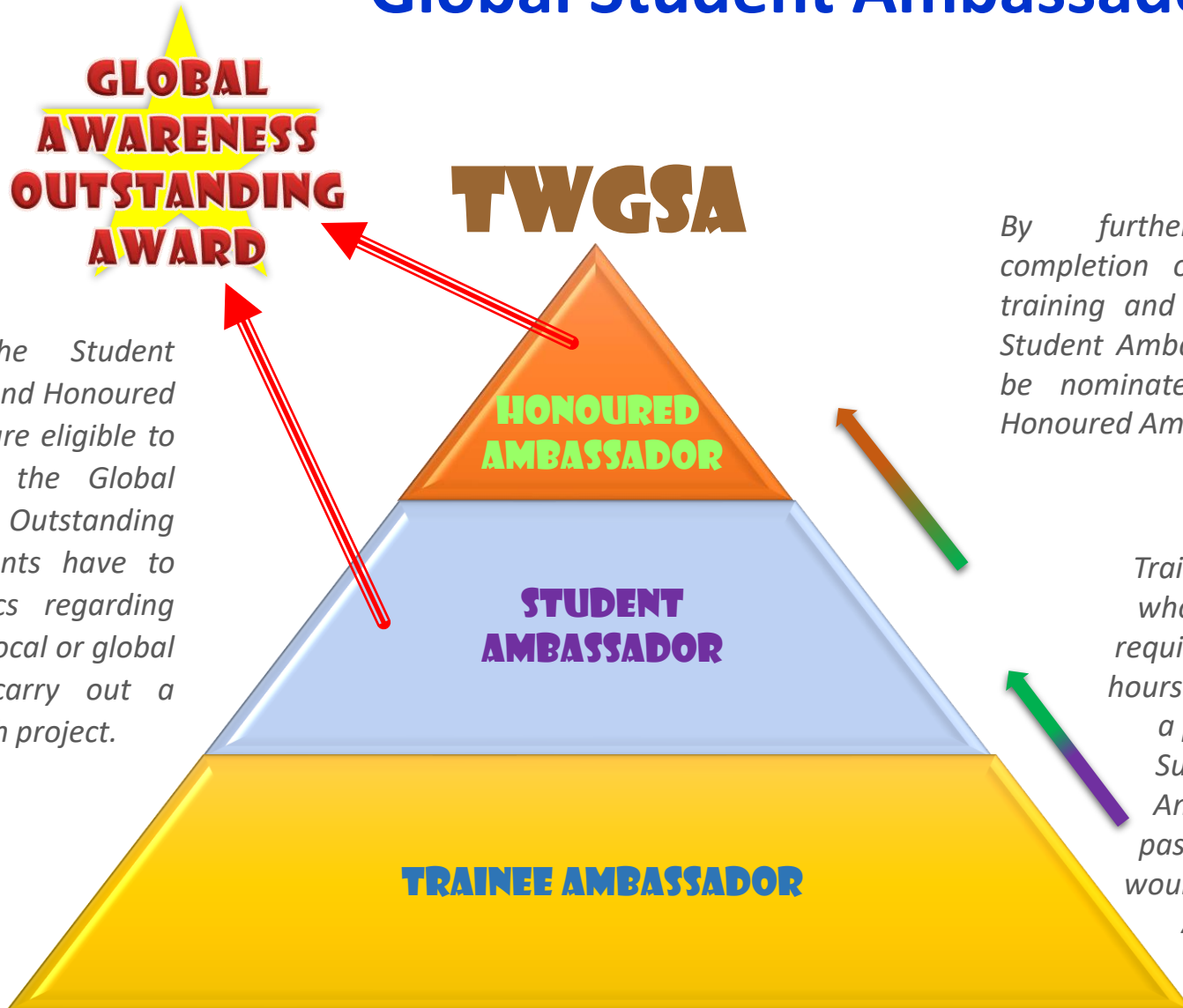
It provides valuable opportunities for students to learn to serve and serve to learn as an ambassador for TWC and as a student representative of the College in serving the community.

### ***ELIGIBILITY***

- All full-time students of Tung Wah College are eligible to apply for the programme !



# Tung Wah College Global Student Ambassador



*Both of the Student Ambassador and Honoured Ambassador are eligible to compete for the Global Awareness Outstanding Award. Students have to propose topics regarding some critical local or global issues and carry out a group research project.*

*By further successful completion of the TWGSA training and serving hours, Student Ambassadors would be nominated to become Honoured Ambassadors.*

*Trainee Ambassadors who fulfilled training requirement and service hours would be invited to a panel interview. Successful Trainee Ambassadors who passed the interview would become Student Ambassadors.*

# Tung Wah College Global Student Ambassador



# Tung Wah College Global Student Ambassador

**APPLY NOW!**

**AND JOIN US**





# Peer Mentorship Programme



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# Peer Mentorship Programme



Joining the programme as Peer Mentees ,  
new students have opportunities to :

Connect with peers and develop peer networks

Get information about campus resources

Gain support and guidance from senior students (Mentors)



# Peer Mentorship Programme

## Elective Group Activities for Peer Mentors and Mentees

OCT

NOV

JAN

FEB

MAR

ARR

MAY



2023

2024

Welcoming  
Party

Wild cooking  
& farming

Forest  
Walk &  
Personal  
Growth  
Workshop

Cultural  
Tour & activities

Wellness &  
Inclusion  
activities

Closing ceremony

# Peer Mentorship Programme



Let's grow together !





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學生事務處  
STUDENT AFFAIRS OFFICE

# AY2023/24 PEER MENTORSHIP PROGRAMME

## Mentee Recruitment

Calling for New Students

Limited quota. Seize the opportunity!



Connect with peers and  
develop peer networks

Gain support and guidance  
from senior students

Get information  
about campus resources

**APPLY NOW**

Embark on an extraordinary  
mentorship journey with  
Peer Mentors and peers!

Deadline: 18 Sep / when quota is full

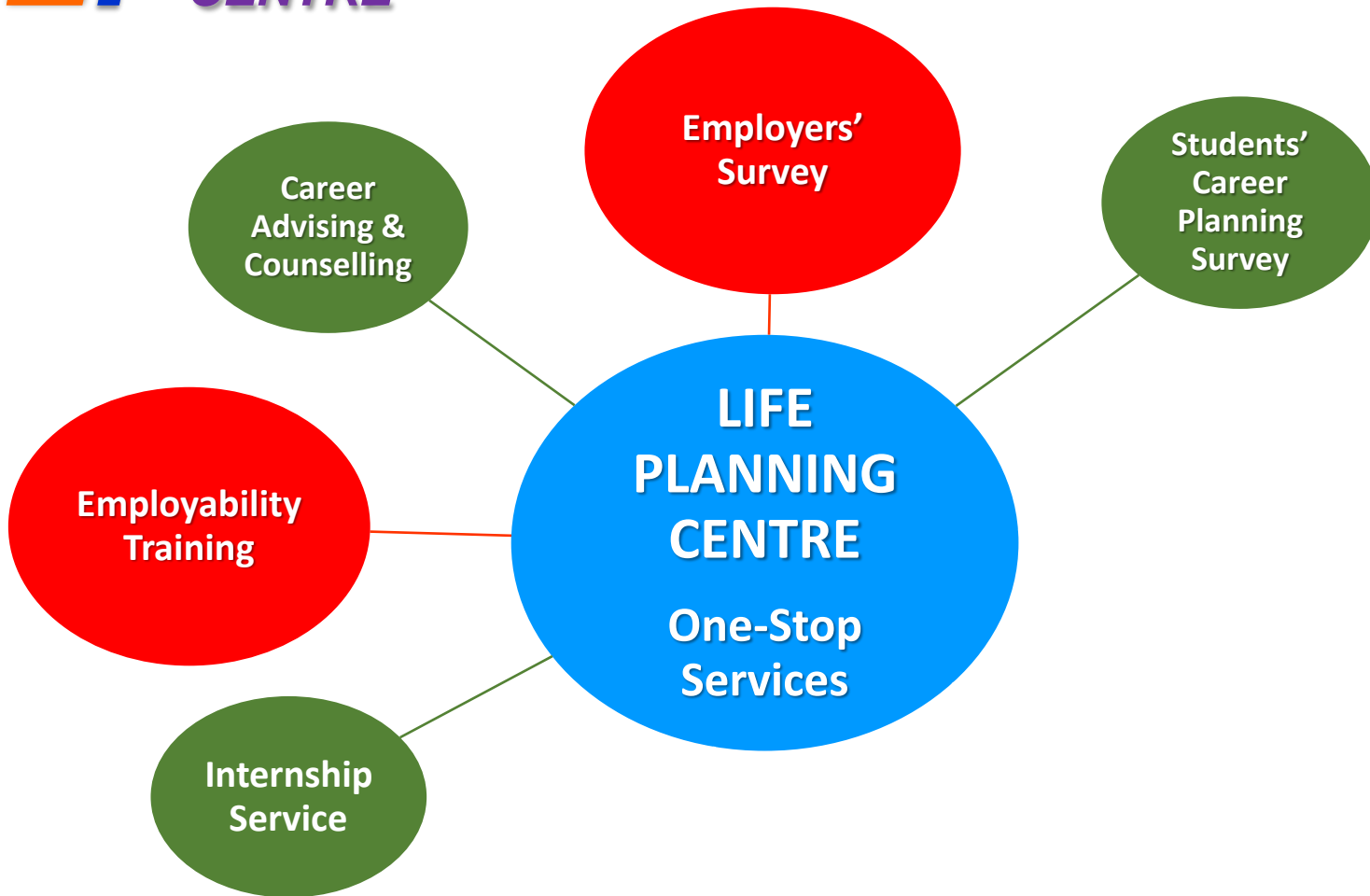
☎ 3190-6660 ✉ saoo@twc.edu.hk

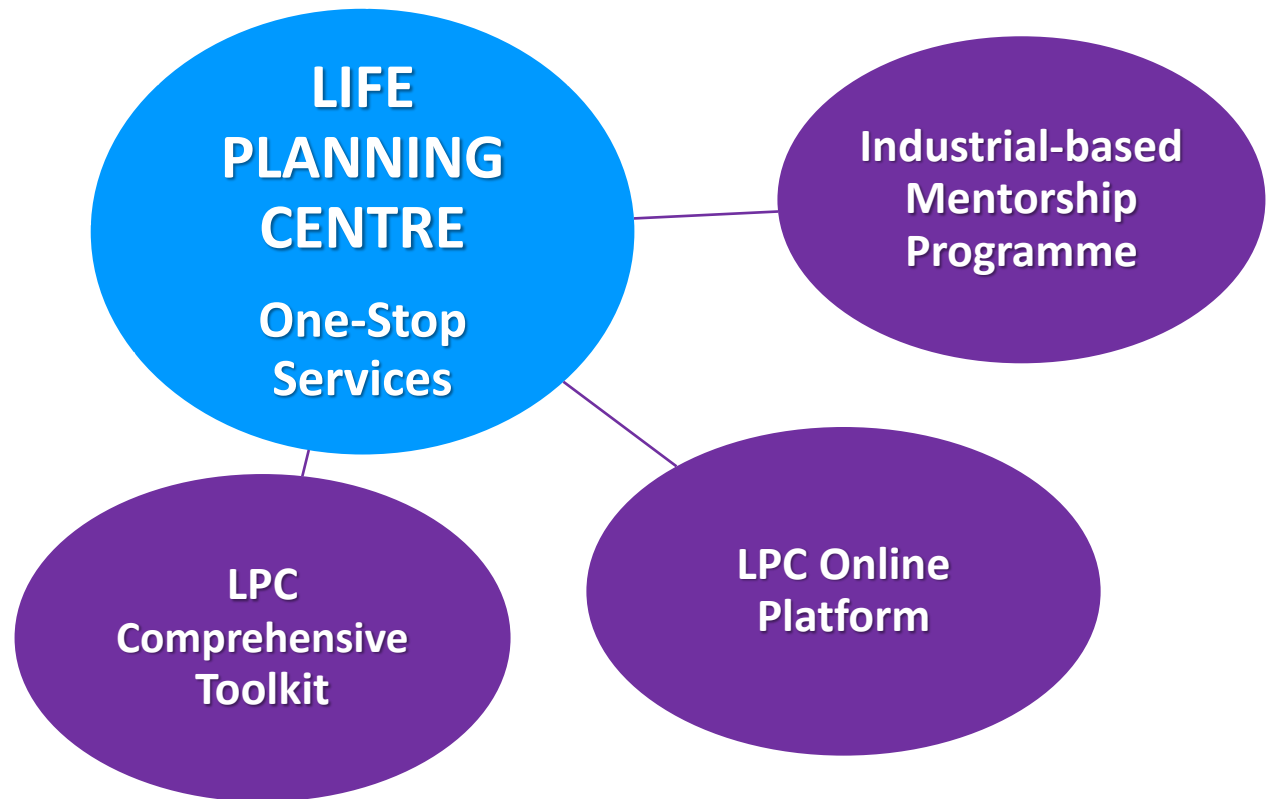
Scan here for application!



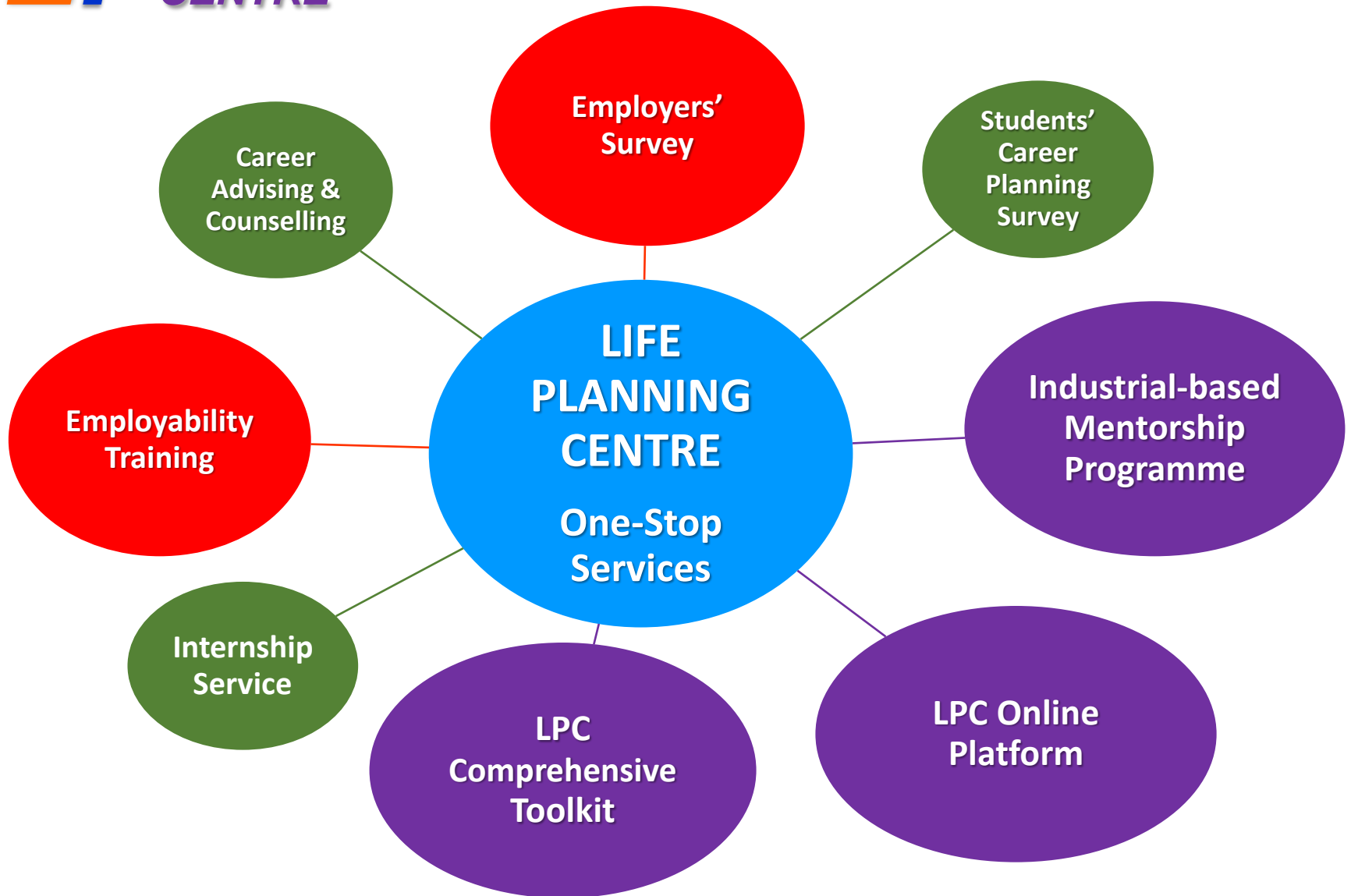
LIMITED QUOTA! REGISTER NOW

# Life Planning Centre











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# Life Planning Centre & LPC Online Platform

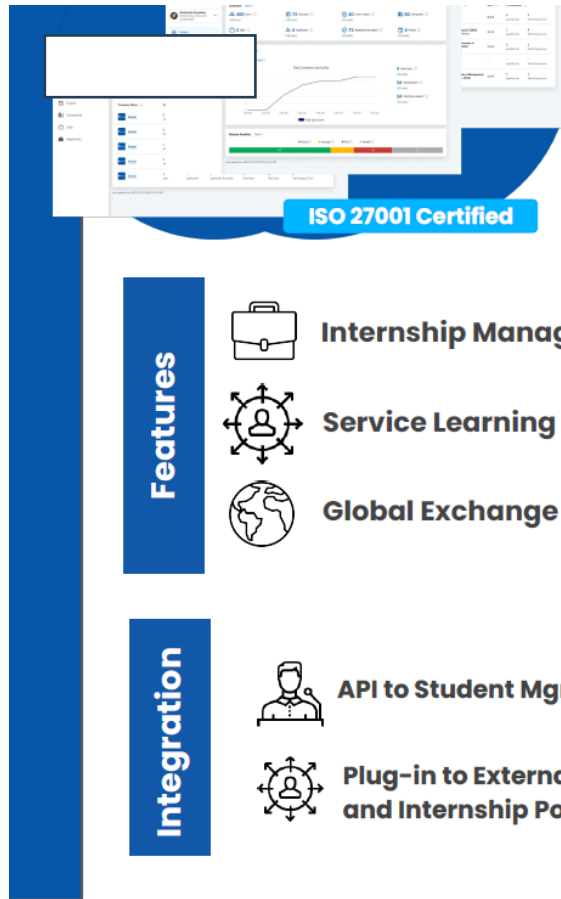
- **Exploratory study and Demo sessions for the establishment of Life Planning and Career Services Management System**
- **Launch LPC Online E-platform in AY2023/24**



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# Life Planning Centre & LPC Online Platform



ISO 27001 Certified

## STUDENT PORTFOLIO MANAGEMENT SYSTEM

### Features



Internship Management



Service Learning Management



Global Exchange Portal



Coach & Mentor Management



Student Events Management



Student Life Management

### Integration



API to Student Mgmt. Systems



Plug-in to External Career and Internship Portals

### Admin



Multi-Tier Admin Dashboard for Office, Faculty & Employers



Data Analytics & Reporting



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# Life Planning Centre & LPC Online Platform

## An overview of the Features Proposed



### Job Portal

- Search Job
- Get Information
- Employee Account System Interaction
- Student Connection



### Event Management

- Career Workshops
- College Seminar
- Event Types
- Attendance Tracking



### Counseling & Appointment

- Schedule Management
  - For Students and Counsellors



### Document Library

- File Depository for Events
  - Documents
  - Videos



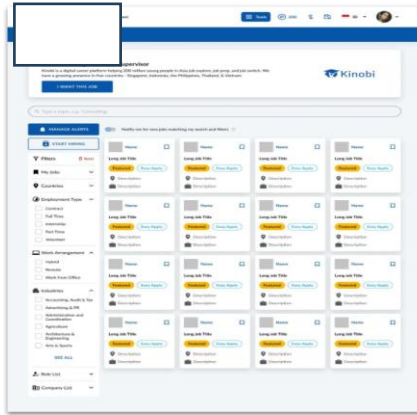
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# Life Planning Centre & LPC Online Platform

## Job Management

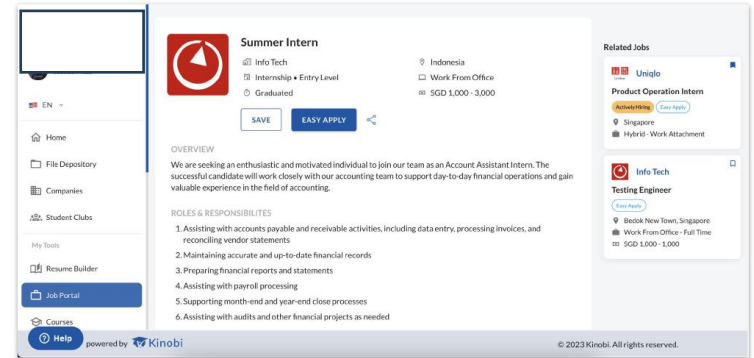
### Job Portal on Student View



Ability for system to allow Student to sort viewing of opportunities by (1) programmes, (2) type of job category

## Job Management

### 1 Job Portal on Student View



Ability for system to allow Student to apply for a job



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# Life Planning Centre & LPC Online Platform

University Coaching

## University Coaching on Student View

The screenshot displays the 'University Coaching' interface on a student's view. On the left is a navigation sidebar for user 'Joshua Phua', including options like Home, File Depository, Companies, Student Clubs, My Tools, Resume Builder, Job Portal, and Courses. The main content area features a search bar at the top with the placeholder 'Type an industry, e.g. 'Consulting', 'Startups''. Below the search bar is a 'YOUR CONNECTION' section with a 'FILTERS' dropdown menu currently set to 'Management & Consultancy'. The main area displays a grid of coaching session cards, each with a profile picture, name, and role:

- Teja Pradipta** (Management & ...)
- Jack Snyder**, Managing Partner at KPMG (Management & ...)
- Yosafat Anditya**, Job Placement Coordinator at NUS (Education & Trai...)
- Tabitha Lee**, Career Exploration Counselor at NUS (Administration a...)
- Sony Andreas**, Student Career Advisor at NUS
- Joshua Phua**, CTO at Mixpanel (IT Software), with a location pin icon and the number '65'.

At the bottom of the interface, it says 'powered by Kinobi' and '© 2023 Kinobi. All rights reserved.'

Student be able to request to the coaching session



# Life Planning Centre & LPC Online Platform

## Event Management

## Event Management on Student View

**Filters:**

- Company List
- Industries
- Category
- Status:  Past,  Upcoming
- Event Type
- Event Audience:  Full Time Students,  Part Time Students,  All Students
- Event Mode:  Face To Face,  Online,  Hybrid

**Showing 5 events:**

- Volunteer for Green Community**  
Bain Company | 12th May 2023 | 11:17 - 12:17 Asia/Jakarta
- International Yoga Day**  
Tokopedia | 22nd May 2023 | 13:00 - 14:00 Asia/Singapore
- Volunteer Training Practices**  
Bukalapak | 31st May 2023 | 14:00 - 15:00 Asia/Jakarta
- Alumni Gathering - Career & Opportunities Sharing**  
Kinobi Asia | 31st July 2023 | 09:00 - 11:58 Asia/Bangkok
- Volunteer Training for NGO**  
Allianz | 26th August 2023 | 20:00 - 20:00 | America/North\_Dakota/New\_Salem

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Student be able to register to the events



# Life Planning Centre & LPC Online Platform

## File Depository

## File Depository on Student View

The screenshot displays the 'LIST OF SHARED FILES' interface. On the left is a navigation sidebar with options: Home, File Depository (selected), Companies, Student Clubs, My Tools, Resume Builder, Job Portal, and Courses. The main area shows a table of files with columns for File Title, Source, Format, Type, Your Last Download Date, and Upload Date. A search bar and filter/sort options are at the top of the table.

File Title	Source	Format	Type	Your Last Download Date	Upload Date
<a href="#">Wellbeing Best Practises</a> <small>Updated 15 days ago</small>	International Yoga Day	Word	Supplementary	-	24 May 2023, 10:51 AM
<a href="#">BEPS - Case Study Tax Treaty Abuse</a> <small>Updated a month ago</small>	International Tax Journal	PDF	Supplementary	15 May 2023, 10:54 AM	27 April 2023, 04:24 PM
<a href="#">How To Make S.M.A.R.T Goal</a> <small>Updated a month ago</small>	DePaul University	PDF	Administrative	-	27 April 2023, 04:22 PM
<a href="#">Harvard Business Publishing : Accounting 2017</a> <small>Updated a month ago</small>	Harvard Business Publishing	PDF	Supplementary	-	27 April 2023, 03:55 PM
<a href="#">Intro To Data Analytics</a> <small>Updated a month ago</small>	Courses	PDF	Supplementary	-	27 April 2023, 07:37 AM

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**Ability to act as a document repository where students are able to download forms and guidelines posted by school admin.**



# Interactions Between Key Programmes



# Non-credit Bearing Graduation Requirements

# Non-credit Bearing Graduation Requirements

Students are required to complete 3 non-credit bearing graduation requirements administered by **SAO** and *Programme of studies*:

1. College Seminar
2. WILP Internship
3. Community Service Programme

# Non-credit Bearing Graduation Requirements

## 1. College Seminar

Full-time bachelor's degree students (including senior year entry students) are required to participate in at least **EIGHT College Seminars** before graduation.

Notes to senior year entry students:

- Be reminded to register and attend two College Seminars each Semester so as to fulfil the requirement.



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# Non-credit Bearing Graduation Requirements

## 2. WILP Internship

The Work-Integrated Learning Programme (**WILP**) **Internship** involves work-based learning experiences that take place in an organisational context relevant to a student's programmes of studies, future profession, the development of generic skills that will be valuable to that profession.

Full-time bachelor's degree students are required to engage in either:

- WILP Internship according to the **individual programme requirements**, or
- **Practicum** offered **by the academic programme** in which the student is enrolled.

# Non-credit Bearing Graduation Requirements

## 3. Community Service Programme

To enable students to possess the attributes of being morally and intellectually responsive with social awareness and a caring attitude for needy people, all full-time students have to complete a total of **30 hours** of community service to fulfil the graduation requirement.

**Students are strongly suggested to visit SAO's website.**

# Personal Growth & Counselling Services



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# Our Counsellors



[Self-help and Mental Health Resources](#)



[Self-assessment](#)

## Making Appointment

**Telephone: 3190 6620**

**Email: [sao@twc.edu.hk](mailto:sao@twc.edu.hk)**



## Ms. May Fung

Contact: 3190 6757

Email: [mayfung@twc.edu.hk](mailto:mayfung@twc.edu.hk)

## Ms. Tina Tsang

Contact: 3190 6620

Email: [tinatsang@twc.edu.hk](mailto:tinatsang@twc.edu.hk)

## Ms. Zara Tse

Contact: 3468 6783

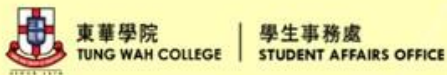
Email: [zaratse@twc.edu.hk](mailto:zaratse@twc.edu.hk)



# APPENDIX

## TWC Welcoming Day for New Students

# TWC Welcoming Day for New Students



**Date: 14-15 Sep 2023**

**(Thur-Fri)**

**Time: 10am – 5pm**

**Venue: College Hall, 20/F,  
King's Park Campus**

TUNG WAH COLLEGE  
WELCOMING DAY 2023  
IN TWC WE BOND

Nurturing your

Campus Life in

TWC's Bonding





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End