



東華學院
TUNG WAH COLLEGE

學生事務處
STUDENT AFFAIRS OFFICE

Talent · Wisdom · Commitment 才 · 智 · 承諾



Tel: 3190 6660
Email: sao@twc.edu.hk
Web: www.twc.edu.hk/en/Administration_Units/sao
Add: Rm 1901, 19/F, Ma Kam Chan Memorial Building
IG: [instagram.com/twcsao/](https://www.instagram.com/twcsao/)

Services for Students

學生事務處

Student Affairs Office
SAO





Personal Growth and Counselling Support

Counselling Services

SAO conducts workshops and training to enhance students' developmental growth, while professional counselling service would be provided by our counsellors. Students could seek advice from our counsellors in a supportive atmosphere to enhance their self-understanding and try to find resolutions of their personal concerns. Our counsellors are ready to listen to your concerns, show understanding, provide support and explore ways for achieving changes that you would like to make.

Wellness Week

To raise the awareness of healthy lifestyle and mental wellness among students, SAO collaborates with various units in organising a variety of programmes, including seminars and workshops, promotion booths and sports games to promote health and wellness annually.



If you need any support, please contact our counsellors:

Mr. William Wong

Tel : 3190 6757

Email: whwong@twc.edu.hk

Whatsapp: 5396 9553

Ms. Tina Tsang

Tel: 3190 6620

Email: tinatsang@twc.edu.hk

All information will be kept strictly confidential.

Support for Non-local Students

SAO provides support services to non-local and mainland students throughout their studies at TWC. We offer a wide range of services and activities including orientation and personal guidance to enrich students' learning experience and facilitate their adaptation in the College.



Support for Students with Special Education Needs

We are committed to develop a barrier-free learning environment and provide equal opportunities in the academic pursuits of students with special needs. As the needs of each student may be unique, we encourage students with special needs to disclose to us their needs, so that support could be arranged and provided. Students in need should complete the TWC SEN Declaration form as early as possible.



Student Development

Support for Student Leaders and Student Organisations

SAO is committed to provide support to student organisations of the College in their organisation of programmes and activities which are of vital importance to students' all-round development. SAO takes up an advisory role to student organisations, as well as bridges communication between the college management and students.



Service Learning Tours

Service Learning Tours are organised to broaden students' horizon and international perspective, learn more about the prevailing social, economic and cultural landscape of other countries, develop cultural awareness and understanding among students, etc. Do check email regularly for latest news of SAO.



Fund and Other Support Schemes

TWC encourages students to actively organise and participate in extracurricular activities. On top of guidance from SAO, you may apply for support from the Student Activities Fund. Eligible students may make use of the TWC Student Development Fund and subsidy schemes of the government to join overseas study tours.



TWC's Got Talents

TWC's Got Talent is organised every year to provide a platform for students with various talents to show and share with fellow students. All kinds of performances, e.g. singing, dancing, playing musical instruments... are welcome!



Peer Mentorship Programme

Peer Mentors are volunteers to provide assistance to a group of freshmen. It aims to provide a platform for senior students and freshmen to make friends, create a friendly and supportive environment for freshmen to adapt the transaction. If you would like to participate in the programme, please contact our counsellors for more information.

Career Planning & Development

SAO provides career development services such as CV clinic service, mock interviews, one-on-one career guidance and consultation, e-resources, free recruitment magazines, career talks and training workshops. Different kinds of internships and job opportunities are also posted on website and sent to all students through weekly email.



Non-academic Graduation Requirements

Work-Integrated Learning Programme (WILP)

Work-Integrated Learning Programme (WILP) enables students to gain work-based learning experience and combine traditional classroom learning into the workplaces. The programme is composed of the following:

- I. **Internship / Practicum (480 hours)** provides an experiential learning with real-world work experience to students.
- II. **College Seminars** aim at broadening students' spectrum of knowledge outside the traditional classroom. The topics are wide-ranged. Each student is required to participate in at least 4 College Seminars in each academic year.

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, TWC requires all students, both degree and sub-degree, to complete **30 hours of community service** as part of the graduation requirement.



You **MUST** visit:

https://www.twc.edu.hk/en/Administration_Units/sao/our_service/Non_Academic_Graduation_Requirements

