

MONASH UNIVERSITY FOUNDATION YEAR

Orientation Programme
March 2020 intake



DAY 1 – 23 MARCH 2020 (MONDAY)		
TIME	ACTIVITY	VENUE
08.30am - 09.00am	Registration	Foyer (Level G, South Building)
09.00am - 11.00am	Introduction to Programme – Monash University Foundation Year (MUFY)	JC 1 (Level 1, Sunway University)
11.00am - 11.30am	Welcome To Sunway College Dr Elizabeth Lee, Chief Executive Officer, Sunway Education Group	
	Introducing Campus Services & Resources at your finger tips Welcome On-Board Sunway Pre-U Programmes!	
11.30am - 01.00pm	L U N C H B R E A K	
01.00pm - 02.30pm	Briefing on Monash University Foundation Year Mr. Lee Thye Cheong, Director	
02.30pm - 04.00pm	Maths Readiness Assessment – <i>To recommend suitable Maths subject (*please bring a Scientific Calculator, pencil and eraser)</i>	JC 1 (Level 1, Sunway University)
DAY 2 – 24 MARCH 2020 (TUESDAY)		
TIME	ACTIVITY	VENUE
09.00am - 10.30am	Briefing on MUFY Policies & Guidelines Ms. Edith Macintyre, Coordinator	Jeffrey Cheah Hall (Level 4, North Building)
10.30am - 11.00am	IT Services Briefing	
11.00am - 11.30am	Health & Safety Briefing	
11.30am - 12.00pm	Student ID Collection	
12.00pm - 01.00pm	L U N C H B R E A K	
01.00pm - 04.00pm	Introduction & Tour of Monash University	Meet at Foyer, Monash University Malaysia

DAY 3 – 25 MARCH 2020 (WEDNESDAY)		
TIME	ACTIVITY	VENUE
09.00am - 12.00pm	Learning @ MUFY Policies, Guidelines & Support Ms. Edith Macintyre, Coordinator	Jeffrey Cheah Hall (Level 4, North Building)
	Blended Learning Ms. Esther Seow, Coordinator	
	Life Beyond the Classroom Ms. Charity Yang, Coordinator	
12.00pm - 01.00pm	L U N C H B R E A K	
01.00pm - 04.00pm	MUFY Unit Registration Ms. Helen James, Deputy Director	Jeffrey Cheah Hall (Level 4, North Building)
	I-Zone Registration Session Ms. Esther Seow, Coordinator	
DAY 4 – 26 MARCH 2020 (THURSDAY)		
TIME	ACTIVITY	VENUE
08.30am - 04.00pm	Classes Commence	Please refer to individual timetables

Note: For International Students, please proceed to the International Office located at Level G, North Building for any International student matters.

Health Advisory

On 28 February, the Director General of Health (MoH) and Ministry of Education (MoE) Malaysia categorized the following locations as high risk for COVID-19 transmission: China, Taiwan, Macau, Hong Kong, Korea, Japan, Italy and Iran.

It is strongly advised that students and their family members returning from these affected locations observe a period of self-quarantine for 14 days.

Guidance, counselling as well as online academic support will be made available to the student during the period they are absent from college.

Please inform the programme office so that the necessary support can be arranged: -

- Mr Lee Thye Cheong: tclee@sunway.edu.my
- Ms Helen James: helenj@sunway.edu.my

All information is correct at the time of printing (as at 13 March 2020). This schedule may be subject to change.

Orientation schedule also available at <https://student.sunway.edu.my/services/sunway-orientation>

Checklist for New Students

✓ **Classes to commence 26 March, 2020 (Thursday)**

✓ **ADD or DROP Deadline**

The deadline to ADD or DROP units is **09 April 2020 (Thursday)**. To add or drop a unit, just fill in the “Add/Drop Form” obtainable from **Ms. Edith Macintyre** from the MUFY Office, **3rd floor, South building**.

✓ **Student Card Collection**

Please refer to the dates and time given as per schedule.

✓ **Semester one fees & deposits**

To be settled (based on fee structure provided) by **25 March 2020 (Wednesday)**. Failure to do so will result in **you not being registered for your final exams at the end of the semester**.

✓ **I-Zone Registration**

Please ensure you have completed your I-Zone registration after you have completed your Unit Registration (*please refer to your orientation schedule*)