



Undergraduate Orientation Programme

SUNWAY
UNIVERSITY



Sunway
**BUSINESS
SCHOOL**

FEBRUARY 2025

Table of Contents

Welcome Message	01
Orientation Programme	02 - 06
• Pre-Orientation	
• PTPTN Loan	
• International Student Welcome Week	
• Orientation Schedule	
Orientation Checklist	07
Campus Activities Calendar	08
Settling in at Sun-U: The Essential Guide	09
• Student Identification Card	
• Dress Code	
• Smoke-free Campus	
• Commuting to Campus	
Klang Valley Integrated Transit Map	10
The Campus: Sunway City	11



Welcome Message



Professor
Lim Weng Marc
Dean, Sunway Business School

Welcome and thank you for your interest in Sunway Business School. As the largest school of Sunway University, the Sunway Business School envisions to be a premier applied business school in the ASEAN region (vision) by developing highly employable and socially responsible business professionals (mission). The School prides itself on educational excellence and scholarship, continuous development, social responsibility, and integrity (core values). Our future-ready business degrees are accredited and purposefully crafted by talented instructors who possess a wide range of academic qualifications and extensive industry experience in addition to a conscience of trending issues in the world today, including but not limited to the cycles and waves of internationalization, ESG standards, marketplace changes, new-age technologies, planetary health, and the UN SDGs. Our cutting-edge research is also discussed at international arenas such as the World Economic Forum, published in premier journals such as the Journal of Business Research, and shaping industry practices and public policies, locally and internationally.

We welcome you to explore our website and/or drop us a line or two to explore and engage in exciting opportunities that will lead to mutually win-win relationships and a brighter future for us and the world in the new normal.

Orientation Programme

Pre-Orientation

30 Jan. – 5 Feb. 2025

Orientation

6 – 7 February 2025

Pre-Orientation

Please visit the University orientation [website](#) and go through the following (by 6 February 2025):

1 Let's Get You Started – IT Services

- Activate your student account to access your **iMail**, **eLearn**, **iZone** and **Microsoft Office 365**. (You may obtain your Student ID Number from your Offer Letter)
- Please note that the Student Account Activation can only be done 7 DAYS before semester commencement, i.e. from **3 February 2024 onwards**.



2 Let's Settle In

- **Campus Highlights**
 - > Campus Life at a Glance
 - > Campus Tour
- **Campus Life**
 - > Spotlight on Student Life
 - > International Students
 - > Stay Healthy, Stay Safe



3 Install Microsoft Teams and Zoom

Install Microsoft Teams and Zoom applications on your laptop, PC or smartphone. Ensure that you have activated your student account before you join live sessions in Microsoft Teams platform. Some of the live sessions would be done in Teams and Zoom.



4 Download Power Apps and Sunway MyCampus App

Download Power Apps to access **Student App - Whizzy**, for information at your fingertips. You may access the app once you have activated your student account. The guide is available [here](#). Additionally, **Sunway MyCampus App**, your official campus navigator, is available on the Apple App Store or Google Playstore.



Orientation Programme

Pre-Orientation

30 Jan. – 5 Feb. 2025

Orientation

6 – 7 February 2025

PTPTN Loan *(Malaysian Students ONLY)*

This loan aims to assist you in managing your tuition fees and living expenses as you pursue your academic journey. For more information, you may refer [here](#).

International Student Welcome Week

(International Students ONLY)

Join our week-long programme designed just for you! Explore our country, culture, and language in an immersive experience. The International Student Welcome Week will be held on **4 – 8 February 2025**.

For more information, check us out [here](#).

Freshman Fiesta

On **13 February 2025**, get to know your campus surroundings with fun-filled activities, refreshments and a chance for you to mix & mingle with one another.

Register [here](#) or scan the QR code to register.



Orientation Day 1

Pre-Orientation

30 Jan. – 5 Feb. 2025

Orientation

6 – 7 February 2025

Instructions:

1. Please ensure that your student account has been activated before **6 February 2025**.
2. Login to SBS eLearn page at this link: <https://elearn.sunway.edu.my> for more information.

Thursday | 6 February 2025

Time	Activity	Venue
9:00am	Registration	Jeffrey Cheah Hall, Level 4, North Building, Sunway College
9:30am	Orientation: Your First Step to Campus Life <i>Orientation Leaders</i>	
9:35am	SPOTLIGHT (by Student LIFE) SPOTLIGHT aims to provide you with information on the services and activities provided by Sunway Student LIFE. Join us to find out more!	
10:45am	Welcome Remarks by President, Sunway University <i>Professor Sibrandes Poppema</i>	
11:00am	Welcome Remarks by Group Chief Executive Officer, Sunway Education Group <i>Prof. Dato' Elizabeth Lee</i>	
11:15am	SUSC 101 Find out more about Sunway University Student Council (SUSC), their roles, and the events and initiatives lined up just for you.	
12:00pm	Lunch Break (<i>Free and Easy</i>)	
2:00pm	Registration Welcome by Dean of School <i>Prof. Lim Weng Marc</i>	JC1 Level 1, Sun-U
2:45pm	Administrative Procedure	

Orientation Day 1

Pre-Orientation

30 Jan. – 5 Feb. 2025

Orientation

6 – 7 February 2025

Thursday | 6 February 2025

Time	Activity	Venue
3:00pm	YOUR EDUCATIONAL SUCCESS PLAN BY PROGRAMME LEADERS	
	Bachelor of Science (Honours) in Accounting and Finance (BAF) <i>Dr Hawariah Dal Nial</i>	JC1 Level 1, Sun-U
	Bachelor of Science (Honours) Financial Analysis (BFA) <i>Dr Renee Kok Shiau Hui</i>	Lecture Theatre 1, Level G, Sun-U
	Bachelor of Science (Honours) Financial Economics (BFE) <i>Ms Manjeet Kaur Harnek Singh</i>	
	Bachelor (Honours) in Finance (BFIN) <i>Dr Liew Yit Wey</i>	
	Bachelor of Science (Honours) Marketing (BMKT) <i>Dr Soon Pei Shan</i>	Lecture Theatre 2, Level G, Sun-U
	Bachelor of Science (Honours) in Business Studies (BBS) <i>Dr Punitha Sinnappan</i>	
	Bachelor of Science (Honours) in Business Management (BBM) <i>Dr Kyra Sin Kit Yeng</i>	UW-8-1 Level 8, Sun-U
	Bachelor of Science (Honours) in International Business (BIB) <i>Dr Md Asadul Islam</i>	UW-8-2 Level 8, Sun-U
	Bachelor of Science (Honours) Global Supply Chain Management (BGSCM) <i>Dr Muhammad Yasir</i>	UW-8-3, Level 8, Sun-U
Bachelor of Arts (Honours) Entrepreneurship (BENT) <i>Dr Kavitha Sathasivam</i>	UW-8-4 Level 8, Sun-U	
Bachelor of Business Analytics (Honours) (BBA) <i>Ms Lalitha Shamugam</i>	Lecture Theatre 3, Level G, Sun-U	
5:00pm	End of Day 1	

Orientation Day 2

Pre-Orientation

30 Jan. – 5 Feb. 2025

Orientation

6 – 7 February 2025

Friday | 7 February 2025

Time	Activity	Venue
9.00am	<p>Online Subject Enrolment 7 February 2025, 9:00am – 2:00pm Please refer to the handout and subject line-up sent by School Admin team in the orientation mail for your reference. Please go through before you proceed with subject enrolment.</p> <p>Refer to Subject Enrolment Guide for reference.</p>	Online
10.00am	<p>Get to Know SBS Student Concilium SBS Student Concilium Representatives</p>	JC1, Level 1, Sun-U
12:00pm	Lunch Break (Free & Easy)	
2:30pm	<p>LeAD (Learning Advantage) Session by Centre for English Language Studies (CELS)</p> <p>LeAd will introduce Sunway University to you and help you to acclimatise to your student life on campus. This workshop aims to create awareness of the importance of learning in a social environment. Come and join us to find out more about effective learning and coping mechanisms at Sunway University.</p>	UC-8-7 – UC-8-14 Level 8, Sun-U
4:30pm	End of Day 2	



Orientation Checklist

PRE-ORIENTATION

- 1. Check for Welcome email from the University in your iMail**
iMail is your formal university email correspondence
- 2. Browse the Orientation website:**
[Orientation | Sunway University](#)
- 3. Check your orientation schedule**
- 4. Activate your student account**
*Student Account Activation can only be done 7 DAYS before the semester commences.
Not required if you already have an existing Sunway iMail account.*
- 5. Submit incomplete registration documents (if any) to srga-op@sunway.edu.my**
- 6. Clear your payments**
– tuition fees and other related semester fees
- 7. Register for [Library Tour](#)**
- 8. Download [Whizzy App](#) and [Sunway MyCampus App](#) from Apple App Store or Google Playstore**
- 9. Register for [International Student Welcome Week](#) (International Students Only)**

UNIVERSITY/ SCHOOL ORIENTATION (DAY 1)

- 10. Attend physical University/School orientation**
Refer to your [orientation schedule](#) for details
- 11. Collect your Student ID from School admin**

SCHOOL ORIENTATION (DAY 2)

- 12. Online Subject Enrolment**
Complete your online subject enrolment before the semester starts. Liaise with your School Admin if you require further assistance.
- 13. Attend physical School orientation**
Refer to your [orientation schedule](#) for details.
- 14. Attend LeAd (Learning Advantage) Workshop**
Refer to your [orientation schedule](#) for details.

FRESHMAN FIESTA

- 15. Attend the Welcome Party on 13 February 2025 at 6.00 p.m. in The Zone, SET Building**
Get to know your campus surroundings with fun-filled activities, refreshments and a chance for you to mix & mingle with one another.

Campus Activities Calendar

JANUARY - MARCH 2025

14-15
JANUARY

ASEAN WORKSHOP FOR SUSTAINABLE DEVELOPMENT 2025

JC1, Sunway University



18-19
JANUARY

SUNWAY ROOKIEVERSTY (DODGEBALL TOURNAMENT)

The Zone, SET Building



4-8
FEBRUARY

INTERNATIONAL STUDENT WELCOME WEEK

Around Campus



13
FEBRUARY

FRESHMAN FIESTA

The Zone, SET Building



**8, 9, 15, 16,
22, 23 FEB
1-2 MAR**

MAKING A SCENE: BITE-SIZED PRACTICAL EXPLORATIONS IN THEATREMAKING

Rooftop Theatre, Sunway College



13
FEBRUARY

C&S RECRUITMENT WEEK

JC Hall, Sunway Campus



15
FEBRUARY

PALS TO PAIRS: MINGLE, MIX & MATCH

Rooftop Terrace, Sunway Campus



18-21
FEBRUARY

SUNWAY UNIVERSITY CONVOCATION CEREMONY

Amphitheatre @ Sunway Lagoon



22
FEBRUARY

SUNWAY BADMINTON TOURNAMENT

The Zone/ JC Hall



20
MARCH

C&S WORKSHOP

JC2, Sunway University



Settling in at Sun-U: The Essential Guide

- **Student Identification Card**

You will **receive your** Student ID card with your photo, name and your student ID number **during School orientation**. This card shows you are part of Sunway University and helps you use different campus services. Remember, your ID card belongs to the university and cannot be passed to others. It is important to keep it safe and always have it with you while on campus. **If you happen to lose your student card, feel free to reach out to the Registry for guidance.**



- **Dress Code**

You are expected to dress neatly and modestly, taking cultural norms and sensitivity into consideration.

- **Smoke-free Campus**

You must not smoke and/or vape in any form, including the use of traditional cigarettes, electronic cigarettes, pipes, and other smoking devices, within the institution premises and all Student Residences managed by Sunway Education. Refer to the [Student Handbook](#) and the [Student Code of Conduct](#) for more information.



- **Commuting to Campus**

The **parking facilities** operate on a first-come, first-served basis. The campus basement parking is available at RM 5.00/day. Alternative parking at Sunway Pyramid and the Sunway BRT station is also available.



Student season parking is available at Sunway Pyramid and is priced at RM 80.00/month. You may apply via [Sunway Smart Parking](#) or the Sunway Super App. Feel free to contact the nearest carpark helpdesk at Sunway Pyramid for further information. Kompleks BRT Sunway parking is available at RM 7.00/day. All parking rates are subject to change.

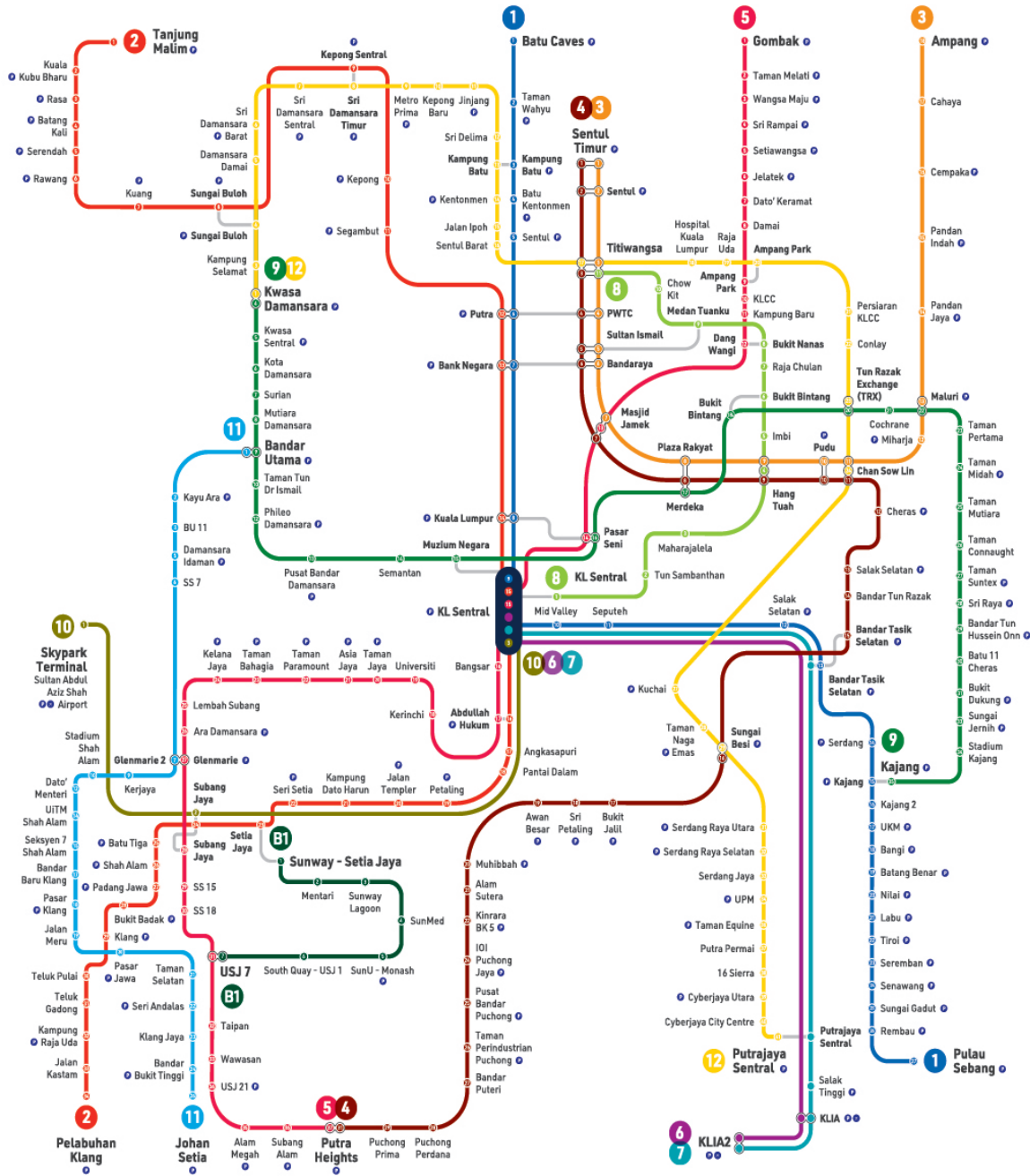


The **Free Shuttle Bus** operates within the city where the University is located and is available for all students, staff and visitors.

The university is also connected to the SunU-Monash BRT Station, which can be accessed via the **Bus Rapid Transit (BRT)-Sunway Line**.

Refer to the next page for the [Klang Valley Integrated Transit Map](#).

Klang Valley Integrated Transit Map



Informasi Peta | Map Information

1 KTM Larian Batu Caves - Pulau Sebang	3 LRT Larian Ampang	5 LRT Larian Kelana Jaya	7 ERL Larian KLIA Transit	9 MRT Larian Kajang	11 LRT Larian Shah Alam (Aliran Datang)	12 LRT Larian Putrajaya
2 KTM Larian Tanjung Malim - Pelabuhan Klang	4 LRT Larian Sri Petaling	6 SRT Larian KLIA Ekspres	8 LRT Larian KLIA Ekspres	10 KTM Larian KL Sentral - Skypark Terminal	11 MRT Larian Shah Alam (Aliran Datang)	12 LRT Larian Putrajaya
2 KTM Larian Tanjung Malim - Pelabuhan Klang	4 LRT Larian Sri Petaling	6 SRT Larian KLIA Ekspres	8 LRT Larian KLIA Ekspres	10 KTM Larian KL Sentral - Skypark Terminal	11 MRT Larian Shah Alam (Aliran Datang)	12 LRT Larian Putrajaya

1 Stesen Sambungan Connecting Station
2 Stesen Pertukaran Interchange Station
3 Stesen Station
4 Stesen Terminal Terminal Station







rapidKL

Waktu Operasi Perkhidmatan/Service Operating Hours
 Isnin - Sabtu/ Monday - Saturday: 6:00 pagi/ am - 12:30 tengah malam/ am
 Ahad dan Cuti Umum/ Sunday and Public Holidays: 6:00 pagi/ am - 11:30 malam/ pm
 *Waktu operasi perkhidmatan adalah tertakluk kepada keadaan dan keperluan semasa/ Service operating hours are subject to current situation and needs.
 03 7885 2585 | myrapid.com.my | suggest@rapidkl.com.my | MyRapidKL | AskRapidKL

For more details, visit: <https://myrapid.com.my/bus-train/rapid-kl/rapid-kl-integrated-transit-map/>

All information is correct at the time of printing (as of 23 January 2025). This schedule may be subject to change.

**Follow Us on
Social Media:**

-  facebook.com/SunwayUniversity
-  [@SunwayU](https://twitter.com/SunwayU)
-  [@SunwayUniversity](https://www.instagram.com/SunwayUniversity)
-  [@SunwayUniversityOfficial](https://www.youtube.com/SunwayUniversityOfficial)
-  [linkedin.com/school/sunway.university](https://www.linkedin.com/school/sunway.university)

