



# Undergraduate Orientation Programme

**SUNWAY**  
UNIVERSITY



School of  
**ARTS**

SEPTEMBER 2024

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# Welcome Message



Professor  
**Mayco Axel Santaella**  
Dean, School of Arts

Welcome to the School of Arts! We are thrilled to have you join our vibrant community as you embark on this exciting new chapter of your life and academic journey. The School of Arts takes pride in offering a diverse array of programmes in the fields of Communication, Art, Design, Media, Film, Music, and Theatre, providing vast opportunities for you to explore and cultivate your passion.

At the heart of our school's dynamic atmosphere are the numerous events we host, including exhibitions, concerts, and festivals. These gatherings not only showcase the incredible talents within our community but also serve as platforms for you to engage, connect, and collaborate with fellow students and accomplished artists. Your time at the School of Arts is a golden opportunity to develop your skills, unlock your creativity, and forge lasting relationships that will accompany you throughout your lifetime. Seize every moment, embrace the artistic journey that lies ahead, and make the most of this enriching experience!

## **Art is what we stay alive for**

*"... medicine, law, business, engineering, these are noble pursuits and necessary to sustain life. But poetry, beauty, romance, love: these are what we stay alive for."*

Tom Schulman, "Dead Poets Society"

# Orientation Programme

Pre-Orientation

5 – 11 Sept 2024

Orientation

12 – 13 Sept 2024

## Pre-Orientation

Please visit the University orientation [website](#) and go through the following before the main orientation.

### 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 **9 September 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.



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## 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)*

New to Malaysia and Sunway? We've got you covered. This week-long programme will introduce you to our unique Malaysian culture. By the time it's over, you'll feel right at home! Explore more [here](#) and [sign up](#) to join our sessions.



# Orientation Day 1

Pre-Orientation

5 – 11 Sept 2024

Orientation

12 – 13 Sept 2024

## Instructions:

1. Please ensure that your student account has been activated before **12 September 2024**.
2. Login to SOA eLearn page at this link: <https://elearn.sunway.edu.my> for more information.

## Thursday | 12 September 2024

Time	Activity	Venue
9:00am	<b>Registration</b>	Sir Jeffrey Cheah Hall, Level 4, North Building, Sunway College
9:30am	<b>Orientation: Your First Step to Campus Life</b> <i>Orientation Leaders</i>	
9:35am	<b>Welcome Remarks by Provost, Sunway University</b> <i>Prof. Abhimanyu Veerakumarasivam</i>	
9:50am	<b>Welcome Remarks by Group Chief Executive Officer, Sunway Education</b> <i>Prof. Dato' Elizabeth Lee</i>	
10:05am	<b>SPOTLIGHT</b> (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!	
11:05am	<b>SUSC 101</b> Find out more about Sunway University Student Council (SUSC), their roles, and the events and initiatives lined up just for you.	
12:00pm	<b>Lunch Break</b> ( <i>Free and Easy</i> )	
1:30pm	<b>Registration</b>	Exam Hall, West Wing, Level 10, Sun-U
2:30pm	<b>Welcome by Dean of School</b> <i>Professor Mayco Santaella</i>	
3:00pm	<b>Administrative Procedure</b>	

# Orientation Day 1

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## Thursday | 12 September 2024

Time	Activity	Venue
3:30pm	Q & A Session with Students	Exam Hall, West Wing, Level 10, Sun-U
3:45pm	<b>Online Subject Enrolment</b> 12th Sept 2024 (3:45pm) to 13th Sept 2024 (4:00pm)  Refer to <a href="#">Subject Enrolment Guide</a> for reference.	
4:00pm	End of Day 1	

# Orientation Day 2

Pre-Orientation

5 – 11 Sept 2024

Orientation

12 – 13 Sept 2024

## Friday | 13 September 2024

Time	Activity	Venue
9:00am	<b>WELCOME BY HEAD OF DEPARTMENT</b>	
	<b>Dept. of Art, Design &amp; Media (DADM)</b> <i>Assoc. Prof. Dr Goh Yi Sheng</i>	<b>UW-8-3, UW-8-4 &amp; UW-8-5,</b> Level 8, Sun-U
	<b>Dept. of Communication (DOC)</b> <i>Assoc. Prof. Dr Pauline Leong Pooi Yin</i>	<b>Lecture Theatre 7,</b> Level 1, Sun-U
	<b>Dept. of Film and Performing Arts (DFPA)</b> <i>Professor Mayco Axel Santaella</i>	<b>UW-8-1, UW-8-2</b> Level 8, Sun-U
9:45am	<b>YOUR EDUCATIONAL SUCCESS PLAN BY PROGRAMME LEADERS</b>	
	<b>Diploma in Interior Design</b> <i>Ariff Fadhlan Amin</i>	<b>UW-8-3,</b> Level 8, Sun-U
	<b>Diploma in Graphic and Multimedia Design</b> <i>Kevin Chan Leong Kit</i>	
	<b>BA (Hons) Design Communication</b> <i>Mohd Firdaus Mohd Anuar</i>	<b>UW-8-4, UW-8-5,</b> Level 8, Sun-U
	<b>BA (Hons) in Interior Architecture</b> <i>Nur Faridatull Syafinaz Ahmad Tajudin</i>	
	<b>Master of Arts in Visual Communication and Media Studies</b> <i>Dr Fiona Wong E Chiong</i>	<b>Collaboratory,</b> Level 9, Sun-U
	<b>BA (Hons) in Communication</b> <i>Muhammad Shawal Abdul Rashid</i>	<b>Lecture Theatre 7,</b> Level 1, Sun-U
	<b>BA (Hons) in Advertising &amp; Branding</b> <i>Muhammad Afiq Sukiman</i>	
<b>BA (Hons) in Theatre Production</b> <i>Dr Patricia Ann Hardwick</i>	<b>Design Studio 3,</b> Level 9, Sun-U	
<b>BA (Hons) Digital Film Production</b> <i>Roger Liew Kah Kai</i>	<b>UW-8-1,</b> Level 8, Sun-U	



# Orientation Day 2

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## Friday | 13 September 2024

Time	Activity	Venue
9:45am	<b>BA (Hons) Contemporary Music (Audio Technology)</b> <i>Assoc. Prof. Dr Tom Pierard</i> <b>BA (Hons) Music Performance</b> <i>Dr Poom Prommachart</i>	UW-8-2, Level 8, Sun-U
10:45am	<b>SOA Facilities Tour</b>	Level 9, Sun-U
12:00pm	<b>Lunch Break</b> ( <i>Free and Easy</i> )	
2:30pm	<b>LeAD (Learning Advantage) Session</b> (by Centre for English Language Studies (CELS))  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.	UC-8-7, UC-8-8, Level 8, Sun-U
5:00pm	<b>Freshman to Fiesta</b> Nurturing bonds and building lifelong friendships where every connection is a stepping stone to unforgettable memories. Register <a href="#">here</a> to join the session.	Gallery, Level 1, Sun-U
7:30pm	<b>End of Orientation</b>	



# 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](mailto:srga-op@sunway.edu.my)**
- 6. Clear your payments**  
*tuition fees and other related semester fees*
- 7. Register for [Library Tour](#)**
- 8. Download Power Apps to access [Student App - Whizzy](#) and **Sunway MyCampus App** your official campus navigator from Apple App Store/Google Playstore.**

## UNIVERSITY ORIENTATION (DAY 1)

- 9. Attend physical University orientation**  
*Refer to your [orientation schedule](#) for details*
- 10. Attend physical School orientation**  
*Refer to your [orientation schedule](#) for details.*
- 11. Online Subject Enrolment**  
*Complete your online subject enrolment before the semester starts. Liaise with your School Admin if you require further assistance.*

## SCHOOL ORIENTATION (DAY 2)

- 12. Attend physical School orientation**  
*Refer to your [orientation schedule](#) for details.*
- 13. Attend LeAd (Learning Advantage) Workshop**  
*Refer to your [orientation schedule](#) for details.*
- 14. Collect your Student ID from School admin**
- 15. Attend Freshmen Fiesta**  
*Refer to your [orientation schedule](#) for details.*
- 16. Register for [International Student Welcome Week](#) (International Students Only)**

## END OF ORIENTATION

# Campus Activities Calendar

SEPT - OCT



**18 - 21 September**

**International Student Welcome Week (ISWW)**

Sir Jeffrey Cheah Hall  
6.30pm - 8.30pm

**18 - 20 September**

**Clubs & Societies Fiesta 2024**

Uni Foyer & Boulevard  
10.00am - 4.00pm



**26 - 27 September**

**Mental Health & Suicide Prevention Campaign**

Uni Foyer & Art Gallery  
10.00am - 4.00pm



**29 - 30 September**

**Asia Haptics Conference 2024**

8.00am - 6.00pm



**5 October**

**Sunway Alumni Homecoming**

Sir Jeffrey Cheah Hall  
5.00pm - 10.00pm



**10 October**

**Friendship Month's : Viva La Friendship**

Art Gallery  
6.00pm - 8.00pm

# 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](#).





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Social Media:**

-  [facebook.com/SunwayUniversity](https://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)

