

# COMMUNITY & CIVIC ENGAGEMENT

**SOCIAL SCIENCES EXPERIENTIAL LEARNING IN ACTION (SOSC3005)  
GE CAPSTONE COURSE (GCAP3145)**

**SEMESTER 1, AY2023/24**

## ELIGIBILITY

UGC-funded undergraduates  
of Year 3 standing  
or above in AY2023/24

## APPLICATION DEADLINE

**23 MARCH 2023**  
(16 MARCH 2023 for Non-SOSC students!)

## DURATION

≥ 200 hours between  
JUN - NOV 2023

## ACTIVITY

Social Sciences Internship &  
Student Research Attachment



## Social Sciences Experiential Learning in Action (SOSC3005) / GE Capstone course (GCAP3145)

**Semester 1, AY2023/24**

### What is the course about?

This Experiential Learning course aims to provide students with experiential learning opportunities to apply their knowledge and skills to tackle complex real-life problems in the community. Through first-hand practical experience, students are expected to develop self-awareness of real-life issues, explore their career interests, establish job required attributes, experience real workplace challenges, prepare for employment upon graduation, and reflect upon their life-career planning.

Students may choose to engage in either internship or attachment for **at least 5 consecutive weeks (full-time)** during summer **or 200 work hours (part-time)** during term time (or equivalent) as follows:

- **Social Sciences Internship & Student Research Attachment** (<http://sosc1.hkbu.edu.hk/ssi>)
  - to gain on-the-job experience by attaching to different kinds of internship organisations such as business firms, government offices, NGOs, social enterprises, political parties, district council members' offices, arts or cultural conservation organisations, media and publishers, research centres, etc; or
  - to participate in research projects led by Faculty members
- **Other experiential learning projects offered by the Faculty**
  - to involve in community projects led by Faculty members
- **Other forms of student attachment or internship vetted by the Faculty (e.g. self-sourced internship)**

### Social Issues

Through first-hand practical experience and project-based learning, students are guided to address the **social issue(s)** identified in the following areas:

- **Environmental and Urban Systems**  
(e.g. Environmental Conservation and Sustainable Development, Urban Renewal)
- **Populations and Well-being**  
(e.g. Public Health, Child & Youth Development, Social Welfare, Education Needs, Ageing, Gender, Ethnicity and Equal Opportunities, Social Inequity, Human Rights)
- **Learning, Praxis and Governance**  
(e.g. Cultural Diversity, Heritage and Community Collective Memory, Political Governance)

## When will the internship or attachment take place?

- Usually between **1 June 2023 to 30 November 2023** for Social Sciences Internship / Student Research Attachment opportunities
- Full Time** (5 full days/ 40 hours per week) or **Part Time** (2 full days/ 16 hours per week) with an agreement with the partner organisations

### Remarks:

- Students have to obtain a minimum of 200 work hours within the period.
- Students will be enrolled in the course in Semester 1, AY2023/24.

## Which course code should I choose?

The course titled “Community and Civic Engagement” is double-listed as two course types: **(1) Social Sciences Experiential Learning in Action** and **(2) GE Capstone** with two different course codes for respective groups of target students.

Course Type	Social Sciences Experiential Learning in Action	GE Capstone
Course Code & Title	<b>SOSC3005</b> <b>Community and Civic Engagement</b> <a href="#">Download Course Outline</a>	<b>GCAP3145</b> <b>Community and Civic Engagement</b> <a href="#">Download Course Outline</a>
Target students	<ul style="list-style-type: none"> <li>Students studying the UGC-funded undergraduate programmes offered by the Faculty of Social Sciences; <u>AND</u></li> <li>Students of Year 3 standing or above in AY2023/24</li> </ul>	<ul style="list-style-type: none"> <li>Students studying the UGC-funded undergraduate programmes at HKBU; <u>AND</u></li> <li>Students of Year 3 standing or above in AY2023/24</li> </ul>
Fulfilment	Students who completed and passed the course will fulfil a <b>3-unit requirement of SOSC ELA</b>	Students who completed and passed the course will fulfil a <b>3-unit requirement of GE Capstone</b>
Remarks	<ul style="list-style-type: none"> <li>This course <b>CANNOT</b> be counted towards a GE Capstone</li> <li>Students majoring in GEOG/GIS/HIST/SOC may apply for double-counting a recognised GE Capstone course* towards <i>SOSC3005 Community and Civic Engagement</i></li> </ul>	<ul style="list-style-type: none"> <li>GE Capstone course <b>CANNOT</b> be counted as Free Elective</li> <li>Students majoring in GEOG/GIS/HIST/SOC may apply for double-counting <i>GCAP3145 Community and Civic Engagement</i> (GE Capstone*) towards SOSC ELA requirement</li> </ul>

\*Remarks: Please check the GE Capstone courses list for double-counting towards SOSC ELA and the respective replacement courses list on [GEO's website](#)

### [Important Note for SOSC students]

As the two course codes (SOSC3005 vs GCAP3145) represent different course types, eligible students should **pay attention to the course code enrolled** after the confirmation of placement offer or release of course application result. Students are advised to plan ahead if you will apply for double-counting of GE Capstone towards SOSC ELA requirement so as to apply the course with the respective course code. **You CANNOT change and register another course code after course enrolment.**

## What is the upcoming course application timeline?

Course offering period & Enrolment Period	Period of Internship/Attachment	Course Application period (in the previous semester)
<b>Semester 1, AY2023/24</b>	<b>Summer 2023 / Semester 1, AY2023/24</b> (Jun – Nov 2023)	<b>Semester 2, AY2022/23</b> <b>NOW Opens</b>
<b>Semester 2, AY2023/24</b>	<b>Semester 2, AY2023/24</b> (Jan – Apr 2024)	<b>Semester 1, AY2023/24</b> (Oct – Nov 2023)

Note: Students with confirmed internship/attachment vetted by the Faculty will be enrolled in the course in the aforementioned course offering period. The course enrolment will be done by Academic Registry, students do NOT need to register the course by themselves.

## Visit our webpage for more details:

<https://sosc.hkbu.edu.hk/en/programmes/undergraduate/sscc/SOSC3005/>

## Timeline for course application for Semester 1, AY2023/24

	Course Application (1st round)	Course Application (2nd round)	Result of Course Application	Signing of Undertaking Agreement	Community and Civic Engagement
Required Actions					Timeline
Course Application (1 <sup>st</sup> round)	Students who plan to choose the following for the course:				Apply by <b>23 Mar 2023</b> <b>[NOW opens]</b>
	<ul style="list-style-type: none"> <li><b>Social Sciences Internship &amp; Student Research Attachment</b> (<a href="http://sosc1.hkbu.edu.hk/ssi">http://sosc1.hkbu.edu.hk/ssi</a>)</li> </ul>				
	<b>SOSC-students:</b> <ul style="list-style-type: none"> <li>Complete the online application via <b>SSI &amp; ELA Online System</b> (<a href="https://sosc-sys.hkbu.edu.hk/ssisys/">https://sosc-sys.hkbu.edu.hk/ssisys/</a>)</li> </ul>				
	<b>Non-SOSC students:</b> <ul style="list-style-type: none"> <li><b>Step 1:</b> Fill in the <b>Online Course Application Form - GCAP3145</b> by <b>16 March 2023</b>.</li> <li><b>Step 2:</b> Students will be invited to submit detailed application information via <b>SSI &amp; ELA Online System</b> by <b>23 March 2023</b></li> </ul>				
	All applicants will be invited to complete the followings: <ul style="list-style-type: none"> <li>✓ Complete Online Orientation Quiz</li> <li>✓ Complete <b>two</b> online training workshops (3 hours)</li> <li>✓ Registration for Online Mock Interview Practice (0.5 hours) (Optional)</li> </ul> More details can be found in the SSI & ELA Online System ( <a href="https://sosc-sys.hkbu.edu.hk/ssisys/">https://sosc-sys.hkbu.edu.hk/ssisys/</a> )				
	Placement Application by the <u>shortlisted applicants</u> : <ul style="list-style-type: none"> <li>✓ Apply for internship or research attachment opportunities</li> <li>✓ Submit an internal interview video</li> </ul>				30 March - 18 April 2023
	Selection interview by host Organisation/Department/Centre (if any)				25 April – 22 May 2023
Course Application (2 <sup>nd</sup> round)	Students who plan to choose the following for the course: <ul style="list-style-type: none"> <li><b>Self-sourced internship</b> (To be vetted by the Faculty of Social Sciences)</li> </ul>				Details to be announced in April 2023
Result of Course Application	Announcement of course application results to students via HKBU email				By 23 May 2023
Signing of Undertaking Agreement	Signing of Student Undertaking Agreement & Online Form of Information for Course Enrolment				By 30 May 2023 or before the start of internship/attachment (whichever is earlier)
Nomination of Course Supervisor	Nomination/Confirmation of Course Supervisor by the Department concerned according to the social issue(s) chosen by the students				Jun 2023
Course Registration	Course enrolment will be done by AR for Semester 1, AY2023/24				Mid-July 2023
Community and Civic Engagement	Students' engagement in the internship/attachment				Jun – Nov 2023

## How to apply?

### SOSC students

(Students studying the [UGC-funded undergraduate programmes offered by the Faculty of Social Sciences](#))

Apply via **Social Sciences Internship & Experiential Learning in Action (SSI & ELA) Online System** (<https://sosc-sys.hkbu.edu.hk/ssisys/>) **by 23 March 2023** (SSOid login required)

### Non-SOSC students

(Students studying the UGC-funded undergraduate programmes offered by other Faculty/Schools)

**Step 1:** Fill in the **Online Course Application Form - GCAP3145** (SSOid login required) **by 16 March 2023**.

**Step 2:** Students will be invited by email to fill in the **Online Course Application form** in the **SSI & ELA Online System** (<https://sosc-sys.hkbu.edu.hk/ssisys/>) with the detailed information listed below **by 23 March 2023** (SSOid login required)

#### Part 1: Student Information

- Personal Information
- Academic Performance (cGPA)
- Public Examination Results
- Achievements
- Work Experience
- Extra-Curricular Activities
- Language
- Skills (Computer skills / Job-related skills)

#### Part 2: Internship Information

- Internship Period (available internship start & end dates)
- Internship Mode (Full-time / Part-time)
- Semester Study Load
- Job Interest (Preferred industry / Preferred job function)
- **Learning Objectives (not less than 150 words)**
- Remarks
- Application Source

*Tips:* Think about your learning objectives of the course and get prepared before filling in the online application form

#### Part 3: Required Actions Reminder

- Online Orientation Quiz
- Online Pre-Internship Training

## Enquiry

Faculty of Social Sciences

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