

Faculty of Arts and Social Sciences Social Sciences Experiential Learning in Action (SOSC3005) / GE Capstone course (GCAP3145) Semester 2, AY2024/25

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**
 - to gain on-the-job experience by attaching to different kinds of internship organisations such as business firms, government offices, NGOs, social enterprises, policy-related offices, arts or cultural conservation organisations, media and publishers, research centres, or participating in research projects, 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 **3 January to 30 April** for Social Sciences Internship / Student Research Attachment opportunities
- Part Time** (2 full days / 16 hours per week) with an agreement with the partner organisations

Remarks:

- Students must obtain a minimum of 200 work hours within the period.
- Students will be enrolled in the course in Semester 2, AY2024/25.
- In the exceptional case that the internship/attachment has to go beyond 30 April 2025, the course assessment will be postponed to Semester 1, AY2025/26. In addition, course will then be withdrawn and re-enrolled in the following semester (Semester 1, AY2025/26). Final year students should note that this may affect your graduation time.

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	SOSC3005 Community and Civic Engagement Download Course Outline	GCAP3145 Community and Civic Engagement Download Course Outline
Target students	<ul style="list-style-type: none"> Students studying the UGC-funded undergraduate programmes offered by the Faculty of Arts and Social Sciences; <u>AND</u> Students of Year 3 standing or above in AY2024/25 	<ul style="list-style-type: none"> Students studying the UGC-funded undergraduate programmes at HKBU; <u>AND</u> Students of Year 3 standing or above in AY2024/25
Fulfilment	Students who completed and passed the course will fulfil a 3-unit requirement of SOSC ELA	Students who completed and passed the course will fulfil a 3-unit requirement of GE Capstone
Remarks	<ul style="list-style-type: none"> This course CANNOT be counted towards a GE Capstone 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> 	<ul style="list-style-type: none"> GE Capstone course CANNOT be counted as Free Elective 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

*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 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 for 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)
Semester 2, AY2024/25	Semester 2, AY2024/25 (Jan - Apr 2025)	Semester 1, AY2024/25 NOW Opens
Semester 1, AY2025/26	Summer 2025 / Semester 1, AY2025/26 (Jun – Aug / Sep – Nov 2025)	Semester 2, AY2024/25 (Mar – May 2025)

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 the course webpage for more details:

<https://fass.hkbu.edu.hk/en/campus-life-support/experiential-learning/common-core.html>

Timeline for course application for Semester 2, AY2024/25

	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 (Through SSI)	<ul style="list-style-type: none"> ○ Social Sciences Internship & Student Research Attachment (https://fass.hkbu.edu.hk/en/campus-life-support/experiential-learning/ssi.html) 				Apply by 24 Oct 2024 [NOW opens]
	<ul style="list-style-type: none"> ● Complete the online application via SSI & ELA Online System (https://sosc-sys.hkbu.edu.hk/ssisys/) <p>Note: If you have secured a self-sourced internship offer, you should NOT apply for the programme through the SSI & ELA Online System.</p>				
	<p>All applicants will be invited to complete the followings:</p> <ul style="list-style-type: none"> ✓ Complete Online Orientation Quiz ✓ Complete <u>two</u> online training workshops (3 hours) ✓ Registration for Mock Interview Practice (0.5 hours) (Optional) <p>More details can be found in the SSI & ELA Online System (https://sosc-sys.hkbu.edu.hk/ssisys/)</p>				<p><i>[Orientation Quiz & Mock Interview Registration]</i> By 29 Oct 2024</p> <p><i>[Training workshops]</i> During 4 – 17 Nov 2024</p>
	<p>Placement Application by the <u>shortlisted applicants</u>:</p> <ul style="list-style-type: none"> ✓ Apply for internship or research attachment opportunities ✓ Submit an internal interview video 				4 – 10 Nov 2024
	Selection interview by host Organisation/Department/Centre (if any)				18 Nov – 17 Dec 2024
Course Application (Self-sourced)	<ul style="list-style-type: none"> ○ Self-sourced internship (To be vetted by the Faculty of Arts and Social Sciences) ○ Complete the online application via QuestionPro (Link to be provided) <p>Note: If you have secured a self-sourced internship offer, you should NOT apply for the programme via SSI & ELA Online System.</p>				By 2 Dec 2024
Result of Course Application	Announcement of course application results to students via HKBU email				By 24 Dec 2024
Signing of Undertaking Agreement	Signing of Student Undertaking Agreement <u>and</u> Online Form of Information for Course Enrolment				By 30 Dec 2024 or before the start of internship/attachment
Nomination of Course Supervisor	Nomination / Confirmation of Course Supervisor by the Department concerned according to the social issue(s) chosen by the students				Jan 2025
Course Registration	Course enrolment will be done by AR for Semester 2, AY2024/25				Jan 2025
Community and Civic Engagement	Students' engagement in the internship/attachment				Jan – Apr 2025

How to apply?

Apply via **Social Sciences Internship & Experiential Learning in Action (SSI & ELA) Online System** (<https://sosc-sys.hkbu.edu.hk/ssisys/>) with the detailed information listed below **by 24 October 2024** (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

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