English Proficiency Programme FAQs

For part-time and full-time undergraduates only

Updated 10/06/20

The English Proficiency Programme FAQs are divided into the sections below:

For all part-time students only

English Proficiency (EP) requirements

1. **Who are required to take up English Proficiency (EP) courses?**

   All students admitted to SUSS from the January 2016 intake (with the exception of the Chinese, Early Childhood, Malay and Tamil undergraduate programmes) who do not have at least:

   - a Grade B4 in GCE 'O' level English Language, or
   - a Grade B4 in GCE 'AO' level General Paper, or
   - a Grade B4 in English Paper 121, 1120 or 1119 at SPM, or
   - a Grade C in Literature in English/English Language and Linguistics/Knowledge and Inquiry in GCE 'A' level /H2 level, or
   - a Grade C in H1 General Paper, or
   - a Grade 4 in English for IB Diploma holders, or
   - a CAP of 3.0 in English Language for NUS High School Diploma holders, or
   - an IELTS score of 6.5, or
   - a TOEFL score of 580 (paper-based) or 237 (computer-based) or 85 (internet-based)

   will be required to complete the course SDE101 Essential English Skills and English Proficiency Assessment that will evaluate students' English skills in listening, reading, grammar and writing, by the end of their first term. This requirement does not apply to selected undergraduate programmes where the English Language requirement is an admission criterion.

   For more details, please refer to:
   http://suss.edu.sg/part-time-undergraduate/admissions/pre-qualifications/english-language-proficiency

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2. **Am I required to just complete SDE101 or do I have to score a 'Pass' too?**
Depending on the intake of the student, the following will apply:
   - 2015/07 intake students are only required to attempt and complete SDE101 (on the condition that they have already completed SDE101 before 2016/01 semester)
   - 2016/01 – 2017/07 intakes are required to complete **and** pass SDE101. Students who fail are subjected to an additional 4 online Language Enhancement Courses (LECs).
   - 2018/01 – 2018/07 intakes are required to complete **and** pass SDE101, subject to a maximum of 2 attempts. If both attempts are a 'fail', students are subjected to an additional 4 online Language Enhancement Courses (LECs).
   - 2019/01 intake onwards are required to complete **and** pass SDE101 as part of their graduating requirement. The next attempt at SDE101 will be a year from the previous failed attempt, except for students who have 40CU remaining in their candidature, who will be able to attempt SDE101 every term.

3. **What happens if I did not attempt any of the SDE courses?**
You would be subjected to a CU restriction in your second semester, since the EP requirement has not been met.

4. **What are LECs?**
LECs refer to Language Enhancement Courses (LECs). More specifically, the courses SDE102, SDE103, SDE104 and SDE105. More information can be found at http://tlc.suss.edu.sg/english-proficiency.html

5. **Must I complete SDE101 in the first term of my first semester?**
If you have yet to fulfill the English Proficiency (EP) requirement upon admission, you are automatically enrolled into SDE101 in your first semester and you are highly encouraged to complete SDE101 in your first school term. SDE101 consists of 3 graded quizzes and 1 written assignment.

If you have not fulfilled your EP requirement, you may choose to take SDE101 during subsequent school terms instead.

6. **What is the passing score for the SDE courses?**
For part-time and "Opt-in" students
SDE101: 75%, SDE102 – SDE105: 50%
For full-time students
SDE103 and SDE104: 60%

For all intakes

How to verify/view results

7. **How am I able to view my SDE102/SDE105 results?**
You will be able to view your SDE102/SDE105 results via Canvas after your written assignments have been graded. An email will be sent by Teaching & Learning Centre (TLC) to you **two weeks**

after the assignment deadline to inform you that your scores have been uploaded. Feedback given by the marker is also uploaded with your score.

8. **How do I check my EP status?**
   You can log in to Student Portal > e-Service > English Proficiency > English Proficiency Status, to check on the pass/fail status and timeline of SDE courses that you have taken.

For all intakes

What happens after I pass or fail my SDE courses?

9. **How do I register for a SDE course next term?**
   An email will be sent by Student Records to inform you of the registration dates. Alternatively, you may check the upcoming registration dates on http://tlc.suss.edu.sg/english-proficiency.html .

10. **After failing my SDE101, am I allowed to register for other LECs (i.e. SDE103) instead of SDE102?**
    No, all LECs must be taken in a sequential manner (i.e: Failure of SDE101 > (upon passing of) SDE102 > SDE103 > SDE104 > SDE105).

11. **If I were to present my IELTS/TOEFL score at any point in time of my study period in SUSS, will I be exempted from SDE101 and further LECs?**
    Yes, if you meet the minimum requirement as stated in Q1, you are allowed to submit the supporting documents to get exempted from SDE101 and LECs for the following term onwards.

    For more information on the minimum requirements needed before exemption is granted, please refer to:
    http://suss.edu.sg/part-time-undergraduate/admissions/pre-qualifications/english-language-proficiency

For all part-time students

Credit Unit (CU) Restrictions

12. **How does the 10CU restriction work?**
    The 10CU restriction applies to non-uCore courses of 'New' and 'Repeat' courses. It does not apply to 'Resit' or uCore courses.

13. **Will I be restricted to 10CU of non-Ucore courses during eCR if I were to fail my SDE101?**
    You are allowed to take up the maximum credit units (CUs) allowed during eCR even if you fail SDE101, as long as you have attempted the graded components.

14. **When will I be subjected to CU restrictions in non-Ucore courses?**
    You will be subjected to CU restrictions in non-Ucore courses in the following semester if you

have not yet fulfilled the EP requirement **and** did not register for a SDE course in any of the school terms.

15. **If I pass SDE101 in my second attempt, but fail SDE102* in the same term, am I subjected to CU restrictions in the following semester?** (For 2018/01 and 2018/07 intakes only)
    No, since you have passed SDE101, you have fulfilled the EP requirement. However, you would need to attempt SDE102 in the following term* as a consequence of failing SDE101 in your first attempt.

    *An attempt at SDE102 refers to obtaining a score for at least one of the assignments.

    Pass SDE101 in 2nd attempt + fail SDE102 in the same term→ You are *not* required to do LECs in the following term as you have already fulfilled the EP requirement.

From 2019/01 intake onwards

SDE101 as a graduating requirement

16. **How do I meet the requirement of the EP Programme?**
    You are automatically enrolled to take SDE101 in your first semester if you did not meet the criteria stated in Q1 of this FAQs at the point of admission. Subsequently, your next attempt at SDE101 will be a year after your previous attempt. During the 3 terms between your two attempts at SDE101, it is required that you take the LECs to improve your English proficiency [refer to flowchart on http://tlc.suss.edu.sg/english-proficiency.html]. At least one LEC must be taken per term, or you will be subjected to a 10CU restriction for non-Ucore courses in the upcoming semester.

    Once you pass SDE101, it is optional for you to take the LECs. Please take note that passing SDE101 is part of the graduating requirement.

17. **I took SDE101 in my first semester and failed it. Over the next 3 school terms, I took one SDE course per term and passed SDE102, SDE103 and SDE104. Now, a year later, I am eligible to take both SDE101 and SDE105. Which course(s) should I be taking?**
    It is recommended that you re-attempt SDE101 first. If you pass SDE101, you would have fulfilled the graduating requirement and will not be required to take other SDE courses.

    However, if you fail, you will have to take SDE105 in the following term. You are also strongly encouraged to book an appointment with our Writing Coaches to get personalised help in English language and writing. After passing SDE105, it is not compulsory to repeat the LECs SDE102 – SDE105. Subsequently, you should attempt SDE101 when you are eligible to do so, typically a year after the previous attempt at SDE101

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18. **I failed my first attempt at SDE101. Subsequently, I completed the courses SDE102 – SDE105. However, I failed my second attempt at SDE101. Will I have to retake the courses SDE102 – SDE105? If I do not retake the suite of LECs from SDE102 – SDE105, will I be subjected to CU restriction?**

    No, you do not have to retake the courses SDE102 – SDE105. However, you may still choose to re-do any of the courses as an 'opt-in' student for learning purposes. You will also not be subjected to CU restriction since you have already completed one round of the LECs.

19. **What happens if I do not pass SDE101 in my final year of candidature?**

    Students who have 40CU remaining in your candidature are allowed to have unlimited attempts to retake SDE101 i.e. 1 attempt per term. You have to pass SDE101 in order to graduate.

20. **Will I need to pay when I take SDE101?**

    The fee for the first attempt is waived. Fees apply for the subsequent re-attempt(s).

21. **What will happen if I fail SDE101?**

    In the subsequent school terms, you are required to take at least <u>one Language Enhancement Course (LEC) per term</u>, i.e. SDE102 > SDE103 > SDE014 > SDE105. You can re-take SDE101 <u>a year</u> after your previous attempt. Do take note that charges apply for re-attempt(s) for SDE101.

22. **Why is the format of SDE101 different from previous years?**

    From 2019/01 semester onwards, a TMA written essay component is included in the SDE101 assessment. Hence, completion of SDE101 means a student has completed the 3 graded quizzes and submitted the written essay.

2018/01 and 2018/07 part-time intakes

Attempts at SDE101 and SDE102

23. **How do I meet the requirement of the EP Programme?**

    You will have 2 attempts in total to pass SDE101 (only 1 attempt within a term), failing which, you will go through the EP Programme by taking and passing all the LECs from SDE102 to SDE105 in the sequential order.

    If you pass SDE101 in your first attempt, you will not need to take any other courses. If you pass SDE101 in your second attempt, you still need to take SDE102 as a consequence of failing SDE101 in your first attempt.

    If you pass COR160 in your first semester, you are deemed to have met the EP requirement and you do not need to take any of the LECs.

24. **What will happen if I fail SDE101?**

    You are required to register and pass SDE102 in the next term. You are allowed to re-take SDE101 and SDE102 at the same time. Do take note that fees apply for SDE102 and re-attempt(s) for SDE101.

25. **What will happen if I did not attempt SDE101 in term 1 of the semester?**
    A 'no attempt' is defined as not having completed any of the graded quizzes or TMA. This means that you are able to attempt SDE101 in the next term if you have not attempted it twice yet.

26. **What happens if I fail SDE101 in my second-time attempt?**
    You did not meet the EP requirement and are required to take the LECs from SDE102 to SDE105 in sequential order. In the scenario that you fail SDE102, you will have to re-take the same course until you pass it. The same goes for the other LECs. You are deemed to have fulfilled the EP requirement when you have completed and passed the LECs.

27. **If I pass SDE101 in my second attempt, am I still required to complete SDE102?**
    If you score a 'pass' in your 2ⁿᵈ attempt at SDE101, it only guarantees your exemption from the EP programme from the following term and onwards. You are still required to attempt SDE102 in the following term as a consequence of failing SDE101 in your first attempt.

28. **What will happen if I fail my SDE102?**
    You are required to retake SDE102 in the next term. You need to proceed with self-registration via an email notification sent by Student Records and make payment for SDE102 through Student Portal > e-Service > EP registration.

29. **What does it mean to have attempted SDE102?**
    It means that you have submitted at least one assignment and received a score on Canvas.

2016/01 – 2018/07 part-time intakes

COR160

30. **What will happen if I pass my COR160?**
    You will be **exempted** from further LECs in the following semester because you would have met the EP requirement.

31. **What will happen if I fail my COR160?**
    With effect from 2016/07 intake onwards, students who fail COR160 are required to register and pass SDE105. You will not be able to re-take COR160 until you pass SDE105.

32. **Will I still be restricted to 10CU if I did not attempt SDE101/SDE102 but passed COR160?**
    If you passed COR160, you would have met the EP requirement. Hence, you will not be required to pass the SDE courses (if you did not attempt them in the first place), nor will you be subjected to the CU restriction.

33. **If I did not meet the EP requirement after my first semester (i.e. to pass SDE101) and I failed COR160, can I just complete and pass SDE105 in order to re-take COR160?**

    No, the EP programme takes precedence. This mean that you are required to follow the EP progress flow by attempting SDE101 > SDE102 > SDE103 > SDE104 > SDE105. Unless you did not attempt SDE101, you may then take up SDE105, pass the course and re-take COR160 in the next semester.

Full-Time students

34. **Why am I enrolled into SDE103 and SDE104? Must I pass the two courses?**

    If you did not meet the full-time student admission essay requirement, you will be automatically enrolled into SDE103 and SDE104 every term until you pass both of the courses. You are strongly encouraged to complete and pass the two courses.

35. **Is it a graduating requirement that I have to pass SDE103 and SDE104?**

    No, there is no graduating requirement with regard to SDE courses for full-time students, except for MHA-sponsored students in the Public Safety and Security Programme.

36. **How will I be assessed in SDE103 and SDE104 and what is the passing mark for the courses?**

    The assessment is MCQ-based for both courses and the passing mark is 60%.

37. **Must I complete SDE103 before I take SDE104?**

    No, you may complete both courses at the same time and there is no sequential order to taking the two courses. Completion of course is indicated by a score in the post-test quiz.

38. **Is there any limit to the number of times I can attempt SDE103 and SDE104?**

    No, there is no limit to the number of attempts at these two courses.

39. **Will I be subjected to a CU restriction if I did not attempt SDE103 and/or SDE104 in any term?**

    No, you will not be subjected to any CU restriction, but you are strongly encouraged to complete and pass both courses early on in your candidature.

Bachelor of Laws (LLB) students

40. **If I did not meet the Bachelor of Laws (LLB) admission essay requirement, must I pass both SDE103 and SDE104?**

    Yes, you will be automatically enrolled into SDE103 and SDE104, and it is a graduating requirement for you to pass the two courses.

41. **How will I be assessed in SDE103 and SDE104 and what is the passing mark for the courses?**

    The assessment is MCQ-based for both courses and the passing mark is 60%. Completion of course is indicated by a score in the post-test quiz.

42. **Must I complete SDE103 before I take SDE104?**

    No, you may complete both courses at the same time and there is no sequential order to taking the two courses.

43. **Is there any limit to the number of times I can attempt SDE103 and SDE104?**

    No, there is no limit to the number of attempts at these two courses. However, you will need to pass both SDE103 and SDE104 by the end of your candidature at SUSS.

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