

## ELECTIVES - FREQUENTLY ASKED QUESTIONS

### ELECTIVE COURSE REQUIREMENT

1. Are electives compulsory?
  - Yes, electives are compulsory for students enrolled from Academic Year 2019 onwards.
2. How many electives do I need to complete in order to graduate?
  - You would need to complete 3 or 5 elective modules to graduate, depending if you are in the 3-electives or 5-electives pathway. However, the number of elective modules to complete depends on the requirement of your full-time Diploma Course. You may check with your Course Manager.
3. How many electives do I need to do in a semester?
  - The norm is 1 elective per semester. For students on the 5-electives pathway, they may take up to 2 electives during the internship semester.
  - If you had failed an elective in the past semester, you may be required to take an additional elective in the following semester, which may mean having to take 2 electives in the same semester.
4. Can I take more than the elective requirement in a semester or course of study?
  - You may apply to your school for additional elective after the release of the posting results. Please note that this is subject to approval.
5. Can I defer from taking an elective?
  - You may apply to your school to defer from taking an elective after the release of the posting results. Please note that this is subject to approval.
6. If I transfer to another Diploma course, how will my elective registration/completion be affected?
  - If you had been registered to a poly-wide elective, you may continue with the elective.  
If you had been registered to a school-based elective, your new course management would review whether you could continue with the elective.
  - If you had completed an elective, it will be counted towards your elective requirement for graduation regardless of your new course.

### ABOUT ELECTIVE MODULES

7. Do I need to pay module fees for the electives?
  - No payment is required.

8. How much time will I spend on Electives?

- Each elective is 3 or 4 hours per week which is a total of 45 (3 credit units) or 60 (4 credit units) hours per semester.

9. When are the elective classes held?

- Most classes will be held during the two common elective timeslots:
  - Monday: 2 – 6 pm
  - Friday: 8 am – 12 pm

### ASSESSMENT & GRADING

10. How are electives assessed?

- Assessment could consist of in-course assessments, and/or end-of-semester examination.

11. Are electives graded?

- Yes, the grading system for core modules also applies to electives.

12. Will my elective module performance affect the GPA of my diploma course?

- Yes, your elective grades will be included in the computation of your cumulative GPA score.

13. Will the elective module grades be reflected in my diploma results slip and transcript?

- Yes, the elective grades will be reflected.

14. What happens if I fail my elective module?

- If you fail an elective module, you may apply to take a different elective or the same elective again in subsequent semesters.
- Note that if you fail the same elective twice, you will be removed from the course of study.

### APPLICATION

15. How do I apply for electives?

- You will receive an SP ichtat email, inviting you to apply when you are required to take an elective in your next semester of study. The email will contain a [link](#) to the application page.

16. When do I apply for electives?

- Depending on your school/course, you may be invited to apply in Semester 1 (December/January) and/or Semester 2 (June/July).

17. What are the electives that I can apply for?

- You may apply for the electives displayed on your application page. Please note that your list may not include all the electives displayed on the SP Electives Webpage. This is because the list displayed on your application page has been filtered according to your eligibility.

18. How many choices do I need to submit?

- You must fill in 8 choices in order of your preference.
- You may change your elective choices by resubmitting your application within the application period.

19. What if I miss the application period?

- You will be given another opportunity to apply for elective modules after the release of the examination results.

20. Why am I invited to re-apply for my elective choices?

- You will be invited if you are no longer eligible for all your elective choices after exam processing or course specialisation posting.

## POSTING

21. How will I be posted to an elective?

- You will be posted to an elective module based on the order of your choices.
- All students who applied for an elective module would be given an equal opportunity to be posted to that module. In situations where there are more applicants than the number of vacancies, posting to the elective module will be assigned randomly by the system.
- Students who are not allocated an elective of their choice will be posted to electives with vacancies.

22. When will I know the outcome of my elective application?

- You will be informed of your elective posting outcome after the release of the examination results.

23. Why am I not posted to any elective although I have submitted my choices?

- After exam results release, you no longer meet the requirements for your elective choices (e.g. you did not progress to the stage of study where you're required to take electives).

24. Can I appeal to change the elective that I am posted to?

- After the release of the posting results, you can apply to change your elective during the appeal period. Your appeal is subject to availability of vacancies.

#### **ELECTIVES LEADING TO CERTIFICATION/MINOR**

25. Will a separate certificate/Minor be issued if I complete the requisite elective(s)?

- A separate certificate will be issued upon your completion of the requisite elective(s) during full-time or part-time study (under PACE). The Minor will be awarded as part of the Diploma Certificate.

26. If I have completed the 1<sup>st</sup> elective in a suite that leads to a certification/Minor, will I be guaranteed a place in the next elective?

- You would be given a place in the next elective if you rank it as your first choice and there are sufficient students to launch the class.

For more information on the electives offered, please refer to the [Elective Website](#).

If you have any queries on electives, you may contact your Personal Tutors.