B Soc Sc Programme
Student Handbook

(PPS – Political Science, Psychology, Sociology)

(for students admitted in AY 2012/13 – AY 2014/15)
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OVERVIEW

The Bachelor in Social Science programme delivers a broad-based undergraduate education centered on the disciplines of Psychology, Sociology and Political Science. Combining these disciplines gives the student a holistic, multi-disciplinary and integrated approach to the study of phenomena in the social sciences and develops the tools and frameworks applicable to careers in human resources, education, management and other analytical and social-intensive professions.

The programme consists of a combination of coursework as well as opportunities for hands-on research supervised by faculty members. The programme also contributes significantly to Singapore Management University’s General Education (GE) course offerings.

The faculty members in the programme are committed to providing a balanced excellence in teaching and research as well as contributing service to the university, community and profession. The programme aspires to be an interactive, collegial environment that models and encourages open communication and life-long learning.

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* These courses may be exempted for individuals with prior background.
** Up to 2 courses may be exempted for individuals with prior background.
The Bachelor of Social Science curriculum consists of 36 course units and a 12-week internship programme. All areas of the curricular requirements are pursued simultaneously throughout the 4 years.

**FOUNDATION COURSES (3 courses)**

These courses must be taken in the first year.

- Calculus
- Introductory Economics
- Programme in Writing and Reasoning (PWR)

**UNIVERSITY CORE REQUIREMENT (6 courses)**

- Analytical Skills & Creative Thinking
- Business, Government & Society
- Ethics & Social Responsibility
- Leadership & Team Building
- Management Communication
- Technology & World Change

**SOCIAL SCIENCES CORE (4 courses)**

BSocSc students must complete the following 4 courses by the end of their second year.

- Introduction to Political and Policy Studies
- Introduction to Psychology
- Understanding Societies
- Introductory Statistics OR Introduction to Statistical Theory*

* for students who are interested to pursue a quantitative discipline, ie; Actuarial Science, Business Statistics, Quantitative Finance
SOCIAL SCIENCE MAJOR (7 courses)

BSocSc students are required to declare a major by the end of their second year and take at least 7 courses in the chosen major. The list of courses is not exhaustive and subject to change. Students should use the “Class Search” option in BOSS to browse the list of courses offered.

Political Science

- International Political Economy
- Introduction to Public Policy
- World Politics
- Comparing Political Systems
- Corporate Responsibility in the Global Era
- European Union Politics
- Global Political Economy
- International Relations of East Asia
- Political Economy of East Asia
- Political Theory
- Politics and Society of India
- Politics of China
- Politics of South East Asia
- Politics of the Two Koreas
- Security Studies
- Development, Underdevelopment and Poverty
- Elections and the Media
- Gender Politics: Exclusion and Empowerment
- Mass Media and Public Opinion Research
- Parties and Social Movements
- Political Economy of Development
- Political Science Study Mission
- Politics of Food Security
- PSSM to Europe
- Special Topics in Political Issues
- The Politics of Water in Asia

- Senior Thesis in Political Issue (2cus)

The Senior Thesis in Political Science is an intensive course designed for BSocSci students who have declared Political Science as their primary major. Students will conduct an original empirical research study under the supervision of a Political Science faculty. Eligible students should first approach a relevant Political Science faculty and secure his or her agreement to supervise the thesis before bidding for the course. The student will be actively involved in all stages of the entire empirical research process including formulation of research question, literature review, design of study, development of measurement and procedures, data collection, data analysis, and writing up of the final thesis report. Students will complete the thesis over two consecutive terms, typically in their senior year. Students will submit their final thesis report two weeks before the oral defense of the thesis to a thesis committee. The oral defense will typically be held on the
week before the university’s final examination week. The final grade for the thesis is based on the thesis report and the oral defense. Students may also be required to present the findings of the thesis research to faculty members and other students in seminars held after the University’s final examinations.

The prerequisites are:

POSC003 Introduction to Political and Policy Studies and at least another SEVEN Political Science major courses. In addition, the student has to obtain a GPA of at least 3.40 for Political Science major courses. The offering of senior thesis for a student is dependent on the availability of suitable faculty to supervise the thesis. Unless special permission is granted by SOSS, the student must be a BSocSc student who has declared Political Science as a primary major.

Application form, details and deadline are available on OASIS > BOSS > Courses & Schedule > Senior Thesis Course

Psychology

Compulsory courses:

- Psychology Research Methods I*
- Psychology Research Methods II*

* Students are strongly advised to take Psychology Research Methods I in Year Two or as early as possible if they intend to declare psychology as a first or second major as it is a pre-requisite to other psychology major electives.

Choose five electives from the list below:

- Abnormal Psychology
- Cognitive Psychology
- Developmental Psychology
- Health Psychology
- Industrial and Organizational Psychology
- Psychology of Group Processes and Decision-Making
- Psychology of Individual Differences
- Social Psychology
- Subjective Well-Being
- Cultural Psychology
- Evolutionary Psychology
- Psychology of Close Relationships
- Psychology of Emotions
- Psychology of Motivation
- Psychology of Reasoning and Thinking
- Psychometrics and Psychological Testing
- Social Cognition
- Psychology of Mating
- Psychology Study Mission
- Topics in Psychology
- Senior Thesis in Psychology (2 cus)
The Senior Thesis in Psychology is an intensive course designed for BSocSci students who have declared Psychology as their primary major. Students will conduct an original empirical research study under the supervision of a Psychology faculty. Eligible students should first approach a relevant Psychology faculty and secure his or her agreement to supervise the thesis before bidding for the course. The student will be actively involved in all stages of the entire empirical research process including formulation of research question, literature review, design of study, development of measurement and procedures, data collection, data analysis, and writing up of the final thesis report. Students will complete the thesis over two consecutive terms, typically in their senior year. Students will submit their final thesis report two weeks before the oral defense of the thesis to a thesis committee. The oral defense will typically be held on the week before the university’s final examination week. The final grade for the thesis is based on the thesis report and the oral defense. Students may also be required to present the findings of the thesis research to faculty members and other students in seminars held after the University’s final examinations.

The prerequisites are:

PSYC001 Introduction to Psychology, PSYC110 Psychology Research Methods I, PSYC208 Psychology Research Methods II, and at least another FIVE Psychology major courses. In addition, the student has to obtain a GPA of at least 3.40 for psychology major courses, and at least a B grade for both PSYC110 and PSYC208. The offering of senior thesis for a student is dependent on the availability of suitable faculty to supervise the thesis. Unless special permission is granted by SOSS, the student must be a BSocSci student who has declared psychology as a primary major.

Application form, details and deadline are available on OASIS > BOSS > Courses & Schedule > Senior Thesis Course

Sociology

- Research Methods in Sociology and Political Science*

* Compulsory course for students admitted in AY2014/15 onwards.

- Contemporary South Asian Societies
- Deconstructing Singapore Society
- Media and Society
- Gender and Family
- Global and Transnational Sociology
- Introduction to Sociological Theory
- Migration and Urbanisation
- Nation-Building in Asia
- Population and Society
- Social Problems in Asia
- Social Stratification and Inequality
- Sociological Theories of Crime and Deviance
- Sociology of Economic Life
- Sociology of Fads and Fashion
- Sociology of Food
- Sociology of Terrorism and Political Violence
- Sociology of Work
• Understanding China’s Economic Miracle: Social Origins and Governance and Development in the Global South
• Science, Technology and Public Policy
• Social Innovation: Tools for Social Changes
• Social Networks
• Sociology of Education
• Sociology Study Mission
• Special Topics in Sociology
• Senior Thesis in Sociology (2 cus)

The Senior Thesis in Sociology is an intensive course designed for BSocSci students who have declared Sociology as their primary major. Students will conduct an original empirical research study under the supervision of a Sociology faculty. Eligible students should first approach a relevant Sociology faculty and secure his or her agreement to supervise the thesis before bidding for the course. The student will be actively involved in all stages of the entire empirical research process including formulation of research question, literature review, design of study, development of measurement and procedures, data collection, data analysis, and writing up of the final thesis report. Students will complete the thesis over two consecutive terms, typically in their senior year. Students will submit their final thesis report two weeks before the oral defense of the thesis to a thesis committee. The oral defense will typically be held on the week before the university’s final examination week. The final grade for the thesis is based on the thesis report and the oral defense. Students may also be required to present the findings of the thesis research to faculty members and other students in seminars held after the University’s final examinations.

The prerequisites are:

For AY2012/13 to AY2013/14 intake: SOC001 Understanding Societies, and at least another SEVEN Sociology major courses. In addition, the student has to obtain a GPA of at least 3.40 for Sociology major courses. The offering of senior thesis for a student is dependent on the availability of suitable faculty to supervise the thesis. Unless special permission is granted by SOSS, the student must be a BSocSc student who has declared Sociology as a primary major.

For AY2014/15 intake: SOC001 Understanding Societies, IDIS100 Research Methods in Sociology and Political Science, and at least another SIX Sociology major courses. In addition, the student has to obtain a GPA of at least 3.40 for Sociology major courses, and at least a B grade for IDIS100. The offering of senior thesis for a student is dependent on the availability of suitable faculty to supervise the thesis. Unless special permission is granted by SOSS, the student must be a BSocSc student who has declared Sociology as a primary major.

Application form, details and deadline are available on OASIS > BOSS > Courses & Schedule > Senior Thesis Course
SOCIAL SCIENCE MAJOR-RELATED OPTIONS (8 courses)

BSocSc students are required to take 8 courses from the following list. At least 2* of the 8 courses will have to be taken from the Majors in Social Science.

- Social Science Major courses in the BSocSc curriculum
- Accountancy Core courses in the BACC curriculum
- Business Core courses and Business Capstone in the BBM curriculum
- Business Major courses in the BBM curriculum
- Business Statistics / Actuarial Science courses in the BSc(Econ) curriculum
- Economics Major courses in the BSc(Econ) curriculum
- Information Systems Major courses in the BSc(ISM) curriculum
- Law Core courses in the LL.B curriculum
- Law Elective courses in the LL.B curriculum

*Only courses with the subject code IAS/GA, POSC, PPPM, PSYC and SOCG can be used to count towards the two SSMR courses required from the majors in Social Science. Courses, offered by SOSS, that are cross-listed as Political Science / Psychology / Sociology major can also be used to count towards the two SSMR courses required from the majors in Social Science.

CAPSTONE SEMINAR (1 course)

This is an integrative seminar which the BSocSc degree student is required to take before graduating. The course will be offered in Term 1 and Term 2 only (will not be offered in Term 3). Students will attend and participate in a series of seminars conducted by invited speakers who may be faculty members or practitioners. This seminar provides an opportunity for the student to integrate the knowledge, skills and learning experiences acquired in the social science programme through relating academic knowledge to important practical applications.

The pre-requisite for enrolling in Capstone Seminar is students must have completed at least 25 course units.

GENERAL EDUCATION (3 Courses)

BSocSc students are required to take 3 General Education courses, from the Arts or Science group. The list of courses is not exhaustive and subject to change. Students should use the "Class Search" option in BOSS to browse the list of courses offered. To search, select “General Education – Arts”, “General Education – Science” or “General Education” under “Course Area”.

- Art
- Dance
- English Literature
- Foreign Language*
- History
- Music
- Philosophy
- Theatre Studies & Drama

* Students will be allowed to count only one language course towards General Education. Students may take more than one language course (whether advanced level or different
language) for credit but the additional language course(s) will not be counted towards fulfillment of GE requirement.

All language courses offered in SMU are for complete beginners. Students who have received any formal or informal education in the language should contact the respective instructor before signing up for the language course in SMU.

TECHNOLOGY & ENTREPRENEURSHIP (2 Courses)

BSocSc students are required to take Computer as an Analysis Tool and 1 of the following:

- Entrepreneurial Finance
- Entrepreneurship & Business Creation
- Experiences in Small Business Consulting
- Intelligent Organisations
- IT & the Law
- Software Engineering

The list of courses is not exhaustive and subject to change. Students should use the “Class Search” option in BOSS to browse the list of courses offered. To search, select “Technology & Entrepreneurship” under “Course Area”.

GLOBAL & REGIONAL STUDIES (2 Courses)

BSocSc students are required to take International Economics A and 1 of the following:

- Business Study Mission / Country Studies
- Doing Business in China: Communication & Business Approaches
- Economic Development in Asia
- Global Financial Risk Management
- Intellectual Property Rights
- International Business
- International Finance
- International Taxation
- Law and International Business
- Management in Asia
- Tax Planning

The list of courses is not exhaustive and subject to change. Students should use the “Class Search” option in BOSS to browse the list of courses offered. To search, select “Global & Regional Studies” under “Course Area”.

SECOND MAJORS

All SMU students enrolled in a single degree programme may opt to do a second major in any of the following:

Offered by School of Social Sciences

*Important note on double counting: BSocSc students with a second major in Social Science are not allowed to double count between their first and second major.

- **Political Science**
  
  Political Science addresses important relevant questions, from the protection of rights and the organization of power within countries to international relations and terrorism. The courses provide the analytical tools to understand and interpret contemporary and historical events, while simultaneously sharing important insights on how power is structured, contested and exercised. The courses draw from all major subfields in political science – comparative politics, international relations, political theory and political economy.

- **Psychology**
  
  Psychology is the scientific study of behavior and mental processes. Behavior encompasses everything that people do that can be observed, while mental processes refer to thoughts, feelings, motives, and other unobservable phenomena. Psychological theories and research have a number of applications in the business industry, educational settings, public policy, and more. The major sub-disciplines of psychology include social, developmental, cognitive, biological, health, industrial/organizational, abnormal, and personality psychology. Psychology majors gain hands-on experience in formulating research hypotheses and designs, analyzing data, and interpreting and integrating research findings within the framework of psychological theories, and communicating and critiquing research findings.

- **Sociology**
  
  Sociology is a diverse discipline, which aims to explain societal trends and institutions to make sense of culture, politics, and the economy. Our international team of sociology faculty reflects the diversity of research in sociology as we study and teach globalization, gender, family, and demographic change, the economy and politics from a sociological perspective. Our courses also address challenges to societies derived from social inequality, migration and urbanization, and the role of networks in social outcomes such as fads and fashions. Sociology graduates from our programmes will be able to apply to a range of jobs in the private, government and non-profit sectors.

- **Arts and Culture Management**
  
  The Arts and Culture Management (ACM) second major provides students with the perspectives, foundational knowledge, introductory skills and vocabularies for entry into the arts and culture industry.

  ACM grooms the cosmopolitan manager who is at ease with cultural diversity, and able to capitalise on the new ideas and energy through engagement in the arts. ACM uniquely
brings together theory, practice, and management. Faculty will join with practice leaders to provide learning that will move beyond classrooms into the field.

Programme Structure

To fulfil the requirement of the Arts and Culture Management second major, students must complete eight courses from the following lists.

1. **Compulsory courses**
   
   ACM003  Introduction to Arts and Cultural Management  
   ACM004  Advanced Arts and Cultural Management^  

2. **Management (choose two).**
   
   ACCT101/ACCT111  Financial Accounting  
   ACCT102/ACCT112  Management Accounting  
   ACCT105  Financial Accounting for Law  
   ACM212  Arts and Cultural Marketing#  
   LGST231  Entertainment Law  
   MKTG101  Marketing#  
   OBHR101  Management of People at Work  

3. **ACM in Society and Industry (choose two)**
   
   ACM005  Arts and Culture Management Industry Project  
   ACM103  Special Topics in ACM (Society and Industry)  
   ACM201  Theatre Leadership  
   ACM202  Introduction to Event/Festival Management  
   ACM203  Introduction to Museum Management  
   ACM204  Introduction to Theatre Space Management  
   ACM205  Arts & Culture Study Mission  
   ACM208  Art in Southeast Asia  
   ACM210  Arts and Audiences  
   ACM214  Arts, Culture and Everyday Life  
   ACM301  Cultural Policy and Practice  
   ACM302  Art Investment & Philanthropy  
   ACM303  Special Project (Counts as 2 credits)  
   ACM304  Exhibitions and Curating  

4. **Arts and Culture (choose two)**
   
   ACM101  Art History: From the Beginnings to the Revolutions  
   ACM104  Special Topics in ACM (Arts and Culture)  
   ACM105  Artistic Traditions in China  
   ACM206  Dance, Culture and Society  
   ACM207  The Art World: A Context for Framing Arts and Culture Management  
   ACM211  The Art of Participation  
   ACM213  Cultural Relations and Diplomacy in Asia  
   ACM305  Arts, Partnerships and Publics  
   ACM306  Arts, Culture Industries and the Global City  
   ARTS004  Drama and Scriptwriting  
   ARTS007  Society and Culture in Film  
   ENGL001  From Text to Screen: Shakespeare on Film  
   ENGL002  Creative Writing  
   FNAR002  Art: East and West  
   GA201  Popular Culture in Asia*  
   MUSC001  Music: East and West
THAR003 Post Modern Theatre Studies

^ACM003 is pre-requisite to ACM004. Please note that ACM003 is offered in Term 1 and ACM004 in Term 2 only. Students are required to plan their courses carefully so that they may graduate in time.

#Students can only count one of these courses towards fulfilling the ACM major (Management basket).

*Important note on double counting: BSocSc students are not allowed to double count any of the courses (except for GA201) cross-listed under the ACM second major as SSMR (Social Science) electives. Only courses with the subject code IAS/GA, POSC, PPPM, PSYC and SOCG can be used to count towards the two SSMR courses required from the majors in Social Science.

- **International and Asian Studies**

  This innovative programme takes on a regional and international focus to examine the emerging role of Asia in the world. It integrates knowledge from various disciplines including international relations, sociology, political science, economics and law as well as in-depth knowledge of the region to address complex issues concerning Asia and the world.

  This programme aims to produce global minded citizens by encouraging students to be multi-lingual, to participate in study missions and other international experiences.

  There are other enrichment programmes designed specifically for their major such as special internships with international organizations and NGOs, and joint programmes or partnership arrangements with leading universities.

  **Programme structure**

  To fulfill the requirements of the International and Asian Studies second major, students must complete eight courses from the following lists:

  1. **Compulsory courses**
     
     GA001 Exploring Asian Identities
     POSC103 World Politics

  2. **Electives [choose five: two from (A) and two from (B) and one from (A) or (B)]**

     (A) **History, Culture and Society**

     ARTS007 Society and Culture in Film
     HUMN004 Cultural Identities and the Arts
     HUMN010 Governance of Ethnic Relations in Singapore
     HUMN011 20th Century Chinese Literature
     GA102 Southeast Asian Literature
     GA201 Popular Culture in Asia
     GA205 Managing Diversity in Asia
     GA301 Culture, Society and Religion in Indonesia
     GA303 Special Topics in Asian History, Culture, and Society
     LAW469 Introduction to Chinese History, Culture, Economy, Politics and Law
     MGMT304 Entrepreneurial Leadership in Ethnic Chinese Business
     PHIL207 Introduction to Classical Chinese Philosophy
     SOCG105 Contemporary East Asian Societies
     SOCG109 Contemporary South Asian Societies
(B) Politics, Economics and Law

ACCT003  Capital Markets in China
ECON118  Economic Development in Asia
ECON128  Economic Growth of East and South Asia
ECON238  Political Economy of Globalization
IAS103   Changing Public Policy in Singapore
IAS204   State Society Relations in China
IAS304   Special Topics in Asian Politics, Economics, and Law
LAW404   Public International Law
LAW410/LGST227  World Trade Organization: Law, Economics and Policy*
LAW426   Law and Policy of Ethnic Relations in Singapore
LAW446/LGST230  International Law and Global Politics*
LGST229  Introduction to Indian Democracy: State, Politics and Rights
MGMT304  Entrepreneurial Leadership in Ethnic Chinese Business
MGMT234  Strategic Management in China
POSC106  International Political Economy
POSC206  Politics of Japan and Korea
POSC208  Security Studies
POSC210  Political Economy of East Asia
POSC211  European Union Politics
POSC213  Politics of South East Asia
POSC309  Conflict and Justice in International Relations
POSC314  Global Issues and Institutions
SOCG208  Understanding China’s Economic Miracle: Social Origins and Social Impact

3. Engaging the field (choose one)

IAS305   IAS Study Mission
IAS306   Special Project (in partnership with other institutions)
IAS307   IAS Independent Project
LAW438   Law Study Mission (Asia)
MGMT301  Business Study Mission (Asia)
MGMT325  Entrepreneurship Study Mission (Asia)
POSC307  Political Science Study Mission
POSC313  Political Science Study Mission to Europe
POSC317  Special Projects with International Organisations
SOCG306  Sociology Study Mission

In addition, IAS majors must fulfill the following requirements:

(a) Take one GE (language) from the following list:
   - FNCH201  French
   - INDN201  Bahasa Indonesia
   - JPAN201  Japanese
   - KREA201  Korean
   - MAND201  Mandarin
   - MLAY201  Bahasa Melayu
   - SPAN201  Spanish
   - THA201  Thai

(b) Attend a non-credit IAS Workshop (SSW002), typically offered in Term 2 of the Academic Year.
Policy on double counting:

BSocSc students are not allowed to double count any of the Social Science electives cross-listed under the IAS 2nd Major with their first major courses. For example, a BSocSc student may take SOCG218 Social Problems in Asia as IAS elective or as Sociology elective, but not both.

*LLB students should take the LAW version while non-LLB students should take the LGST version. Either version may be counted towards the fulfillment of requirements for this major.

- **Public Policy and Public Management**

The PPPM second major is designed to provide students with a general foundation in the nature of public and non-profit workplaces and their political, psychological, and legal environments. In addition, the major heightens students’ critical thinking and problem-solving skills through various types of field research and case studies. In particular, the major is unique in its emphasis on the integration of academic study with real policy problems that is further enhanced through the Public Policy Task Force Programme. The Task Force is an important part of the PPPM curriculum and is designed to give students the opportunity to apply knowledge and skills acquired in the classrooms to real world problems. Students will engage in collaborative, client-oriented, and problem-solving projects on critical public policy and management issues.

The PPPM faculty will work closely with practitioners with extensive experience in policy and management from both the private and public sectors to allow students to gain practical insights on government and public affairs. Upon completion of this second major, students will be well equipped to pursue careers in non-profit, public and private sector organizations.

**Programme Structure**

To fulfill the requirements of the Public Policy and Public Management second major, students must complete eight courses, plus the non-credit Public Policy Roundtable.

1. **Compulsory Courses**

   PPPM101 Public Sector Management
   PPPM301 Public Policy Task Force
   SSW001 Public Policy Roundtable (non-credit workshop)^

2. **Electives**

   **Decision Making and Organizational Management (Choose two)**

   OBHR201 Human Capital Management#
   OBHR212 Cross-Cultural Management and Management of Diversity#
   COMM330 Persuasion: The Business of Influence#
   PPPM106 Policy Design and Analysis
   PSYC105 Industrial and Organizational Psychology
   PSYC108 Social Psychology
   PSYC109 Psychology of Group Processes and Decision Making
   PSYC207 Psychology of Motivation
   PSYC204 Psychology of Reasoning & Thinking

   **Public Management (Choose two)**
ACCT409  Auditing for the Public Sector  
ECON211  Public Sector Economic  
ECON242  Political Economy Analysis of Institutions  
LAW304  Law and Regulation  
LAW404  Public International Law  
LAW410/LGST227  World Trade Organization: Law, Economics and Policy*  
LAW426  Law and Policy of Ethnic Relations in Singapore  
MGMT320  Innovations for Asia’s Smart Cities  
POSC101  Introduction to Public Policy  
POSC217  Corporate Responsibility in the Global Era  
POSC314  Global Issues and Institutions  
PPPM105  New Thinking in Governance  
PPPM204  Political Participation and Policy  
SOCG307  Governance and Development in the Global South  

Issues, Policy Areas (Choose two)  

ACM301  Cultural Policy and Practice  
COR-PPPM2605  Sustainable Cities  
ECON213  Environmental Economics  
ECON222  Economics of Privatization, Regulation and Competition Policy  
ECON226  Urban Economics and Policy  
ECON230  Urban Economics and Real Estate  
HUMN010  Governance of Ethnic Relations in Singapore  
LAW.486  Privacy and Data Protection Law  
LAW446/LGST230  International Law and Global Politics*  
MGMT.235  Sustainability Governance and Management  
POSC210  Political Economy of East Asia  
POSC308  Gender Politics: Exclusion and Empowerment  
POSC310  Development, Underdevelopment and Poverty  
POSC316  The Politics of Water in Asia  
PPPM201  Environmental Politics and Policy  
PPPM203  Education Policy - A Global Perspective  
PPPM205  Religion and Policy in Asia  
PSYC111  Subjective Well-Being  
SOCG201  Social Stratification and Inequality  
SOCG211  Sociology of Food  
SOCG212  Population and Society  
SOCG218  Social Problems in Asia  
SOCG224  Sociology of Work  
SOCG225  Migration and Urbanization  
SOCG309  Science, Technology and Public Policy  

Policy on double counting: BSocSc students are not allowed to double count any of the Social Science electives that are cross-listed under the PPPM second major. For example, a BSocSc student may take POSC310 as PPPM elective or Political Science elective, but not both.

# Students can only count one of these courses towards fulfilling the PPPM second major.

*LLB students should take the LAW version while non-LLB students should take the LGST version. Either version may be counted towards the fulfillment of requirements for this major.

^ SSW001 Public Policy Roundtable is only applicable to students prior to AY2014/15 intake.
Offered by Lee Kong Chian School of Business

- Corporate Communications
- Finance
- Marketing
- Operations Management
- Organisational Behaviour and Human Resources
- Quantitative Finance
- Strategic Management

Offered by School of Accountancy

- Accounting

Offered by School of Economics

- Actuarial Science
- Applied Statistics
- Economics

Offered by School of Information Systems

- Advanced Business Technology
- Information Systems Management

Offered by School of Law

- Legal Studies

All students MUST declare their First as well as Second (if any) Major within their first 4 regular terms of study (inclusive of term on leave of absence and/or international exchange) via OASIS > Academics > Programmes & Majors > Declare Major.

For updated details on the second major requirements and availability of tracks, please refer to OASIS > Academics > Advisement & Curriculum > Second Major Requirements.
DOUBLE COUNTING POLICY

Double counting of courses to both first and second majors is allowed, except if you are a second major in ACM, IAS/GA or PPPM. You are allowed to double count General Education, Technology & Entrepreneurship, Global & Regional Studies, and Social Science Major Related* to your second major only. A course must be cross-listed to the respective course area before it can be possibly double counted. Refer to BOSS “Class Search” option to check if a course is cross-listed.

Double counting does not give you two course units for one course. It allows you to clear two course area requirements from your degree requirement with one course. Students who complete all course area requirements in the degree requirement in less than 38CU (for single degree, double majors), are required to take additional courses to meet the minimum 38CU needed for graduation.

For example:

1) You are a BSocSc student with Psychology as your 1st major, and Marketing as your 2nd major.
   - You can double count PSYC + MKTG
   - You can double count MKTG + General Education, MKTG + Technology & Entrepreneurship, MKTG + Global & Regional Studies, or MKTG + Social Science Major Related

2) You are a BSocSc student with Psychology as your 1st major, and Public Policy and Public Management as your 2nd major.
   - You cannot double count PSYC + PPPM
   - You can double count PPPM + General Education, PPPM + Technology & Entrepreneurship, PPPM + Global & Regional Studies, or PPPM + Social Science Major Related

*Refer to section on Social Science Major Related.
FINISHING TOUCH (FT) PROGRAMME – GRADUATION REQUIREMENT

The Finishing Touch (FT) programme, administered by Dato’ Kho Hui Meng Career Centre (DKHMCC), consists of a series of Career Preparation & Enrichment workshops to prepare students for internships, job applications and necessary skills for future career success.

Programme Outline:

<table>
<thead>
<tr>
<th>Year One Compulsory FT Workshops</th>
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</thead>
<tbody>
<tr>
<td>FTW 101 Self-Discovery and Awareness</td>
<td></td>
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<tr>
<td>FTW 102 Career Planning</td>
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</tbody>
</table>

Note: FTW101 and FTW 102 are pre-requisites for enrolment into Year Two FT Workshops.

<table>
<thead>
<tr>
<th>Year Two Compulsory FT Workshops (a series of five consecutive workshops)</th>
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</thead>
<tbody>
<tr>
<td>FTW 201 Job Search Strategies</td>
<td></td>
</tr>
<tr>
<td>FTW 202 Résumé and Cover Letter writing</td>
<td></td>
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<tr>
<td>FTW 203 Social Etiquette and Groom for Success</td>
<td></td>
</tr>
<tr>
<td>FTW 204 Personal Branding and Networking Skills</td>
<td></td>
</tr>
<tr>
<td>FTW 205 Interviewing Skills</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Year Three/Four Optional FT Workshops</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FTW 301 Advanced Résumé and Cover Letter Writing</td>
<td></td>
</tr>
<tr>
<td>FTW 302 Competency-based Interviewing Skills</td>
<td></td>
</tr>
<tr>
<td>FTW 303 Mastering Case Interviews</td>
<td></td>
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<tr>
<td>FTW 304 Acing Assessment Centre</td>
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</tbody>
</table>

Students must successfully complete the compulsory Year 1 and Year 2 FT workshops to fulfil their graduation requirement for the FT Programme.

For more information, please refer to OASIS>Career Devt & Comm Svcs> The Finishing Touch Programme

INTERSHIP PROGRAMME (10-WEEK ATTACHMENT) – GRADUATION REQUIREMENT

Dato’ Kho Hui Meng Career Centre (DKHMCC) manages all internship placements for students at SMU. All students must complete a 10-week internship as part of their graduation requirement.

Accountancy, Information Systems and Law students have degree specific requirements for internship. Double Degree students are to ensure that they satisfy the criteria of internship set for both primary and secondary degrees for fulfilment of graduation requirement.

DKHMCC Internship Guidelines

Full-time matriculated students can start their internship after successfully completing two terms and having attended an internship briefing.

To have a successful internship, do prepare and plan ahead. Below are some points to note:
- Students may source for their own internship, or browse through the internship opportunities on OnTRAC II.
- Prior approval must be attained for all internships before embarking on the stint.
For self-sourced internships, students must submit a self-proposal via OnTRAC II for DKHMCC’s approval. The same guidelines and process will apply to students with internship obligations as part of their scholarship.

- Overseas Internships require valid visa and travel insurance before DKHMCC’s approval is granted.
- The approved internship must be carried out on a full-time basis for a total of 10 weeks completing 400 hours.
- Students are recommended to register their subsequent (2nd/3rd) internships with DKHMCC for approval.

**Internship Periods**

Students are recommended to embark on their internship during Summer/Winter vacation break or during term-time*.

*During term-time, students embarking on full-time internships to apply for Leave of Absence (LOA), restrictions however apply to student pass holders. Please read up the LOA policy via OASIS > Finance & Admin > Absence & Withdrawal > Leave of Absence (LOA). Students need to initiate the application for LOA as this process is not automatic. All part-time internships are subjected to approval by DKHMCC and student pass holders are to keep to a maximum of 16 hours of work per week.

**Internship Grading**

- **Internship Report**
  At the end of the internship, students must submit an internship report within one month from the last day of the internship stint. To complete the internship report, students are to access the report via OASIS > Career Devt & Comm Svcs > Participation and Grading Details.

- **Performance Appraisal**
  A performance appraisal will also be required of the Supervisor / Reporting Officer, under whose supervision the student completed the internship to give feedback on the students’ performance.

  Where a student scores below average in his/her "Overall Grading" in the Performance Appraisal, that internship placement will not be recognised towards the fulfilment of the required 10-week internship requirement.

  Students’ Internship will be graded and considered complete when submitted documents satisfy the graduation requirements and meets the objectives of the internship programme.

  For more information, visit ontrac.smu.edu.sg; alternatively you may refer to OASIS > Career Devt & Comm Svcs> Internship.

**COMMUNITY SERVICE (CENTRE FOR SOCIAL RESPONSIBILITY)**

Students are required to be actively involved, to serve and give back to society with a minimum of 80 hours. This is to inculcate in students the value of being responsible and civic-minded citizens of society. Thus, they are encouraged to start their community service attachment early, preferably in the first year of their study.
The Centre for Social Responsibility (C4SR) oversees the community service initiatives of SMU students and guides and mentors them to undertake local or overseas service learning projects that are meaningful and sustainable.

As preparation for Community Service Projects are essential, students must first attend the compulsory Community Service Briefing conducted by C4SR. This briefing is to set the tone for community service as an SMU graduation requirement; without which the community service rendered will not be acknowledged as part of the fulfilment of the graduation requirements.

Students may work with a maximum of three Organizations to fulfil the first 80 hours. At the end of the attachment, the Host Organizations are required to appraise the students' performance.

After completing the first 80-hour requirement, students must submit a written report through SMU Oasis. Students' Community Service will be graded and considered complete only when submitted documents are assessed to be satisfactory and meeting the objectives of the community service programme, in which case the Community Service will be given an overall "pass" grade.

For more information, please refer to OASIS >Career Devt & Comm Svcs> Community Service.
DOUBLE DEGREE PROGRAMME

The double degree programme provides students with flexibility in their career options. Under the double degree programme, a student can graduate with two degrees in

- Social Sciences & Accountancy
- Social Sciences & Business Management
- Social Sciences & Economics
- Social Sciences & Information Systems Management

For details on the application of double degree programmes, please refer to OASIS> Study> Regulations and Policies.

Minimum Number of Courses Required

A BSocSc student must complete a minimum number of courses to fulfill the degree requirements of both programmes. Please refer to the table below on the minimum number of course units required.

<table>
<thead>
<tr>
<th>BSocSc + Second Degree in:</th>
<th>Minimum Number of Course Units Required</th>
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</thead>
<tbody>
<tr>
<td>BBM</td>
<td>45*</td>
</tr>
<tr>
<td>BACC</td>
<td>49</td>
</tr>
<tr>
<td>BSc(Econ)</td>
<td>41</td>
</tr>
<tr>
<td>BSc(ISM)</td>
<td>45</td>
</tr>
</tbody>
</table>

Please refer to the Student Handbook of the respective programmes for the detailed curriculum. Students are strongly recommended to keep track of their progression using the Degree Progress Report system in OASIS (OASIS > Study > Advisement & Curriculum).

*students who declared Corporate Communication as first major may complete BSocSc/BBM double degree programme with 43 course units