ADVICE ON MODULE MAPPING/SEQUENCING FOR BAC STUDENTS
PLANNING FOR SEP (dated 14 Jan 2009)

PRELIMINARY ONLY – subject to change as and when students and School
discover more problems and loopholes!

A. Scope

The advice in this document is restricted only to mapping and sequencing of modules
to ensure that BAC students going for SEP will be able to complete within 3 years
(non-Hons) or 4 years (Hons). It does not cover advice on which partner universities
to choose or the criteria for SEP or the process of mapping modules, for egs. All of
these and other questions pertaining to SEP should be directed to Ms Jessie Toh of the
Dean’s Office.

B. For all BAC students

1. If you intend to graduate in 3 years, you are strongly recommended to go for SEP
   only in Yr2. The following pointers are given based on this scenario.

   Note: If you intend to go for SEP in Yr3, then this is practically feasible only for
   Hons students (see below “For BAC Honours Students”). If you are not a Hons
   student, going for SEP in Yr3 will entail delaying graduation by one year because
   the ACC36xx modules cannot be mapped for SEP and are offered either in sem1
   or sem2 and not both (with exception of ACC3601). You should do this only if
   you have the intention and financial means to use the delay to study for a second
   specialization.

2. You should start planning for the SEP from year 1 after your first semester to
   ensure the greatest flexibility (this should be clear from the pointers below).

3. Mapping of modules, assuming non-Hons student going for SEP in Yr2 for one
   semester:

   a) ACC1002 and BSP1004 cannot be mapped overseas for BAC students but you
      would have taken them in Yr1 Sem1 anyway.

   b) ACC36xx modules cannot be mapped overseas.

   c) BSP3001 can be mapped overseas as long as the partner university accepts you
      into the module, even if you have not completed all your business foundation
      modules. This is actually an advantage; if you succeed in doing this, it is much
      more flexible for sequencing your subsequent modules.

      However, if you fail to map or do not want to map BSP3001 overseas, then
      you must ensure that BSP3001 can be taken in Yr2 Sem2 in NUS at the latest,
      or you will have to take it as a 6th module in your Yr3 Sem1 (which may then
mean you have to apply for exam-day leave from compulsory internship if BSP3001 has exam; note that leave to study for exam will *not* be granted).

What the preceding paragraph implies is that if you must take BSP3001 in Yr2 Sem2, then you must complete all 14 business foundation modules BEFORE Yr2 Sem2. The Dean’s Office will as a general rule *not* grant waivers to allow BAC students to complete business foundation modules concurrently with BSP3001 because BSP3001 is a capstone module covering all aspects of business management.

To summarise, if you can map BSP3001 overseas, it does not matter whether you do the SEP in Yr2 Sem1 or Yr2 Sem2, subject to other mapping considerations. If you cannot map BSP3001 overseas, then you must do the SEP in Yr2 Sem1, and ensure you complete all business foundation modules before Yr2 Sem2.

d) Note that business foundation modules are pre-allocated to all BAC (and BBA) students for each semester. Thus, if you plan to go for SEP, you may have to drop pre-allocated modules *if those modules are easier to map overseas*. For example, you are pre-allocated MKT1003, ST1131A and ACC2002 in Yr1 Sem2 and FIN2004 in Yr2 Sem1; these are generic modules which are relatively easier to map because most overseas business schools offer them every semester and the syllabi for these modules are quite universal. Hence, it is important to plan early because once the time window for dropping modules is over, you are further constrained in subsequent sequencing of modules.

Note however that dropping modules require replacement modules which you have to bid for, and so there is a risk element here. If you are unable to get replacement modules, then you risk taking 6 (or more) modules in subsequent semesters, or take modules during special terms (if available), or delay graduation by a semester or more. This risk and the attendant costs must be balanced against the benefits of a SEP.

e) Alternatively, you can also choose to map the university-level-requirement (ULR) modules other than SS-module.

f) In summary, the exact choice of modules to map overseas is really a function of what your target partner university is; their course offerings; your personal preferences; module prerequisites; etc. What is important to remember is that the responsibility rests with you to ensure that you complete all business foundation modules, ULR modules, BSP3001 and ACC3601 by the start of Yr3 Sem1, taking into account the above pointers. Refer to Annex A for the suggested sequencing for BAC students in a 3-year plan — the SEP means playing around with the sequencing of modules contained within the Yr1 Sem2, Yr2 Sem1 and Yr2 Sem2 columns.

4. Process:

You should choose a few potential partner universities and check what modules are offered there in the semester you are planning to go and whether these are
mappable, taking into considerations the pointers in paragraph (3) above. Ms Jessie Toh’s Office has a master list of previously mapped modules for various partner universities. For any module outside the list, ask Ms Jessie Toh for advice on how to get it mapped.

If you are planning for the SEP to take place within Yr2, the pointers in paragraph (3) above should be sufficient guidelines with regard to mapping and sequencing of modules, and there is no need to consult the Dept of Accounting for advice.

C. For BAC Honours students

1. If you can plan to go for SEP in Yr2, that is the optimal scenario because foundation modules are more easily available overseas for mapping purposes. Refer to the pointers in section B above for planning the SEP.

2. If you prefer to go for SEP within Yr3, then the following strategies are available, assuming all business foundation modules, ULR modules, BSP3001 and ACC3601 are completed already by the start of Yr3.

   a) Complete the 5 ACC36xx modules stated for Yr3 Sem1 in Annex A; go for SEP in Yr3 Sem2; complete other honours requirements in Yr4 Sem1 (but must be 100%-CA modules); do compulsory internship; and complete the remaining 5 ACC36xx modules in Yr4 Sem2.

      → If you intend to complete a thesis as part of the honours requirements, this strategy (a) will require you to submit the thesis in Yr4 Sem1. While this is allowed under NUS rules, most past honours students submit their theses in their final semesters. Under this strategy, it will be challenging to complete a thesis in Yr4 Sem2 because the remaining 5 ACC36xx modules to be taken are demanding modules.

   b) Go for SEP in Yr3 Sem1; complete other honours requirements in Yr3 Sem2; take the 5 ACC36xx modules stated for Yr3 Sem1 in Annex A during Yr4 Sem1; do compulsory internship; and complete the remaining 5 ACC36xx modules in Yr4 Sem2.

      → If you intend to complete a thesis as part of the honours requirements, this strategy (b) will require you to submit the thesis in Yr3 Sem2. While this is allowed under NUS rules, most past honours students submit their theses in their final semesters. Under this strategy, it will be challenging to complete a thesis in Yr4 because the 10 ACC36xx modules to be taken are demanding modules.

   c) Spread out the 10 ACC36xx modules (excluding ACC3601) and the honours requirements modules over Yr3 and Yr4, depending on what are mappable, your personal preferences, pre-requisites, whether 100%-CA modules or not, internship, etc. This is the most complicated strategy and there is no standard template sequence — be prepared for difficult mapping and sequencing decisions!
Notes:

In all three strategies above, you will need to map honours requirements modules to the overseas university; this can be difficult at times because higher-level modules are not necessarily offered every semester and the syllabi are not so universal. Please refer to the BAC webpages for the honours requirements modules.

If you follow (a) or (b), there is no need to consult the Dept of Accounting for advice insofar as ACC modules are concerned. If you take (c), please contact Dr Chng Chee Kiong for advice about whether your sequence is feasible before proceeding (this implies plan early and seek advice early).

3. As a general rule, students are discouraged from going for SEP in their second last semester. This is because past experiences have shown that SEP exam results may not be transmitted in time to NUS for the student to graduate with his/her cohort, even after repeated reminders to the partner university involved.

Nonetheless, if you are prepared to take the risk of a delayed graduation, and prefer to go for SEP in Yr4 Sem1, assuming all business foundation modules, ULR modules, BSP3001 and ACC3601 are completed already by the start of Yr3, then there are the following strategies:

a) Complete the 10 ACC36xx modules and compulsory internship in Yr 3 as stated in Annex A; go for SEP in Yr4 Sem1; and complete the remaining honours requirements modules in Yr4 Sem2. This is the most straightforward option.

b) Complete the 5 ACC36xx modules stated for Yr3 Sem1 in Annex A; take half of honours requirements modules in Yr3 Sem2; go for SEP in Yr4 Sem1 to complete the remaining honours requirements modules (but must come back in time for compulsory internship); do compulsory internship; and complete the remaining 5 ACC36xx modules in Yr4 Sem2.

→ As the honours requirement modules are taken during Yr3 Sem2 and during the SEP, it will most probably not be feasible to take this strategy (b) if you intend to complete a thesis as part of the honours requirements — unless you can find a supervisor willing to do long-distance supervision. Under this strategy, it will be challenging to complete a thesis in Yr4 Sem2 because the remaining 5 ACC36xx modules to be taken are demanding modules.

Notes:

If you intend to go for SEP in Yr4 Sem1, you need to write to the Dean’s Office for explicit permission before initiating your SEP application. You should do this as early as possible.

In both strategies above, you will need to map honours requirements modules to the overseas university; this can be difficult at times because higher-level modules
are not necessarily offered every semester and the syllabi are not so universal. Please refer to the BAC webpages for the honours requirements modules.

D. For other types of BAC students

1) If you are USP/DDP/joint MSc category of BAC students, then your SEP planning will be very complex and you are advised to start very early. Consult Dr Chng Chee Kiong.

2) If you have transferred to BAC from BBA or other faculty, you may find yourself in a situation where the SEP sequences suggested above are not applicable. For eg: you are a BAC (Hons) student but have not even finished foundation modules when in Yr 3 (due to transfer) and want to map those for SEP in Yr 3. SEP planning will also be quite complex and you are advised to start very early. Consult Dr Chng Chee Kiong.

3) If you are a Poly-entry non-Hons BAC student, it will be very challenging to plan for SEP and still graduate in 2.5 years. It will be more optimal to plan to graduate in 3 years and go for SEP in Yr2 — follow the advice given in section (B) above. If you are a Poly-entry Hons BAC student, it can also be quite challenging to plan for SEP and still graduate in 3.5 years — you are strongly advised to go for SEP in Yr2 only, so follow the advice given in section (B) above.

4) If you want a one-year SEP, refer to the BAC webpages for a suggested plan.

E. Consulting Dr Chng

If you need to consult Dr Chng, please read and understand this entire document first and then come up with a few alternative plans of study, taking into account the constraints explicitly stated or implied within this document. Do not just send an email “Please give me advice for SEP” because if you are a BAC student, you are a Brave And Clever student who should be able to do some thinking and preliminary planning after reading this document! Dr Chng thanks you in advance for your cooperation.

Dr Chng can be contacted at bizcck@nus.edu.sg or 65163082.

BY: Dr Chng Chee Kiong
Dated: 14 Jan 2009
## BBA (Accountancy) Modules Typical Sequence Example Without SEP

<table>
<thead>
<tr>
<th>Year 1, Semester 1</th>
<th>Year 1, Semester 2</th>
<th>Year 2, Semester 1</th>
<th>Year 2, Semester 2</th>
<th>Year 3, Semester 1 (#2)</th>
<th>Year 3, Semester 2 (#3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>MNO 1001 Management and Organisation</td>
<td>MKT 1003 Principles of Marketing</td>
<td>ACC1006/FNA1006 Accounting Information Systems</td>
<td>BSP 3001 Business Policy and Strategy</td>
<td>ACC3605/FNA 3127 Taxation</td>
<td>ACC3606/FNA 3123 Advanced Corporate Accounting &amp; Reporting</td>
</tr>
<tr>
<td>ACC1002/FNA 1002 Financial Accounting (not FNA1002E nor FNA1002X)</td>
<td>ST 1131A Introduction to Statistics</td>
<td>ES 2002 Business Communication</td>
<td>University-Level Requirement 1 Singapore Studies Module</td>
<td>ACC3602/FNA 3112 Managerial Planning &amp; Control</td>
<td>ACC3611/FNA 3124 Corporate Governance and Ethics</td>
</tr>
<tr>
<td>DSC 2006 Operations Management</td>
<td>EC 2102 Macroeconomic Analysis I</td>
<td>ACC3601/FNA 3111 Corporate Accounting &amp; Reporting (#1)</td>
<td>University-Level Requirement 4 Breadth Module</td>
<td>ACC3614/FNA 3126 Valuation</td>
<td>ACC3615/FNA 3129 Accounting Theory</td>
</tr>
</tbody>
</table>

#1: This module can be taken in either semester 1 or semester 2 of Year 2, as it will be offered in both semesters. 
All other ACC36XX modules are offered only in the semester indicated above.

#2: Because of the internship, any modules taken in this semester 1 of Year 3 must be 100%-CA modules.

#3: Because of the internship, this module starts either in late January or early February. Thus, effectively, only level-3 accounting modules can be taken in semester 2 of Year 3.