

8 April 2020  
Ref: ACTS-001-2020

Dear students,

### **College Circular on COVID-19 Measures**

Greetings in the Lord!

It has been more than a week since the College activated our contingency plan to shift all our classes online with effect from 30 March 2020. We understand that the transition might not have been easy for some among us. In line with the latest enhanced social-distancing measures announced on 3 April 2020, ACTS College will also close its office and library premises from 7 April (Tuesday) to 4 May (Monday) 2020. The following are some directives pertaining to these recent measures:

#### 1) Module Registration

- a. Academic counselling has already commenced since 30 March and is conducted entirely online through Zoom. For those who wish to register for a counselling slot, please select a time via: <https://doodle.com/poll/sgig59swds9yp66u>
- b. Module enrollment for Semester 2 modules will be done online. All module enrolment forms can be downloaded at <http://acts.edu.sg/modules/>. Please fill in the appropriate form (i.e., English/Chinese and Undergraduate/Graduate) and send it via e-mail to the Academic Dean ([davidlim@acts.edu.sg](mailto:davidlim@acts.edu.sg)).
- c. All fee payments will be made through PayNow or internet bank transfer, together with an email to the Admin Manager ([adminmanager@acts.edu.sg](mailto:adminmanager@acts.edu.sg)).
- d. With the latest enhanced social-distancing measures, the College has decided that the May and June intensive modules will be conducted fully online via Zoom.
- e. In the event that social-distancing measures continue to be required, Semester 2 modules might also be conducted online. The College will make an official decision on this in May (for July intensive modules) and in June (for regular modules).

#### 2) College Operation

- a. In line with the latest government advisories, ACTS College will physically close its office and library premises from Tuesday 7 April to Monday 4 May 2020. All College faculty and staff will work from home and will continue to provide essential services to support the College operation and student learning.

- b. During this period, no students or staff should visit the college premises, unless specifically given official approval to do so.
- c. In view of the library closure, all books that are currently on loan will have their due dates automatically extended till 8 May, that is 4 days after the enhanced social-distancing period. Further enquiries on any library matters can be made with our Executive Librarian ([kian@acts.edu.sg](mailto:kian@acts.edu.sg)).

### 3) Academic Requirements for Semester 1 regular modules

- a. Due to the library closure, students might therefore lack access to academic resources for their assignments. In view of this, the respective module faculty have the option to provide alternative or reduced assignments in replacement. Students who have access to research materials (i.e., their own books or Bible software) will be allowed to continue the modules with the original requirements.
- b. Students who opted for reduced assignments will be issued a Pass/Fail grade upon completion of the module. A student with a Pass grade will be deemed to have met the module requirements, but the grade will not count towards their Grade Point Average (GPA).
- c. Students who opted to proceed with the full original module requirements will be given the option to choose either their letter grade or a Pass/Fail grade. This will be done through the Academic Office.
- d. The guideline above applies to the ongoing Semester 1 regular modules. For more clarification on academic requirements, please write to the Academic Dean ([davidlim@acts.edu.sg](mailto:davidlim@acts.edu.sg)).

### 4) Revised College Calendar

- a. The College has been notified that the Assemblies of God of Singapore Annual General Meeting (AGM) scheduled on 6 May 2020 is likely to be postponed until further notice.
- b. The College Retreat has been shifted to the week of 16-19 September 2020. Further details on the retreat format or timings will be disseminated at a later date.
- c. The mid-semester break of Semester 2 has now been lengthened to two weeks, spanning 6-20 September 2020.

5) Student Life

- a. While the enhanced social-distancing measures will hamper our ability to gather physically, the College continues to believe that learning occurs best in the context of a supportive and accessible community (Hebrews 10:24-25).
- b. As such, students are welcome to join the College staff at our Zoom Tea Break sessions at 3 pm daily (<http://gg.gg/ACTSCT>) for a time of refreshing and online community life.
- c. For all other student life matters, do feel free to contact our Dean of Students ([siewkhim@acts.edu.sg](mailto:siewkhim@acts.edu.sg)).

6) Practicum Extension

- a. As many ministry plans have been disrupted since the beginning of the COVID-19 outbreak, students doing their practicum will be allowed to adjust their approved practicum project plans.
- b. Students who cannot complete their practicum project within the stipulated timeframe will be allowed to extend the practicum to Semester 2.
- c. For further clarifications concerning the practicum, write to the Practicum Coordinator ([isaacwong@acts.edu.sg](mailto:isaacwong@acts.edu.sg)).

During this season, let us be wise and redeem our time, and let us continue to spur one another on toward love and good deeds.

In Him,



David Lim  
Academic Dean  
On behalf of ACTS College

2020年4月8日

Ref: ACTS-001-2020(C)

亲爱的学生们，

## 学院通告：关于新型冠状病毒（COVID-19）的措施

主内平安！

学院自今年3月30日启动应急计划(即：所有课程以线上形式上课以来)，已经有一个多周的时间了。我们明白，上课形式的转换过程对于某些学生来说可能并不容易适应。为了配合4月3日宣布加强防疫的最新措施，ACTS学院将在2020年4月7日（周二）至5月4日（周一）关闭学院的办公室和图书馆。以下是与最新措施有关的指示：

### 1) 课程注册

- a. 学术辅导已从3月30日开始完全通过Zoom的方式在线进行。想要登记学术辅导的学生请通过链接 (<https://doodle.com/poll/sgig59swds9yp66u>) 选择时段。
- b. 第二学期的课程注册将完全以在线形式进行。学生可以通过此学院网站链接 (<http://acts.edu.sg/modules/>) 下载课程的注册表格。请填写适当的表格（即：英语/中文，以及学士/硕士），然后通过电子邮件将表格电邮给教务主任 ([davidlim@acts.edu.sg](mailto:davidlim@acts.edu.sg))。
- c. 所有课程费用都将通过PayNow或网上银行转账支付。请学生在付费后发送电邮通知行政经理 ([adminmanager@acts.edu.sg](mailto:adminmanager@acts.edu.sg))。
- d. 为了配合最新的加强防疫措施，学院已决定以Zoom的方式在线进行5月和6月的密集课程。
- e. 如果到了第二学期时仍然需要进行加强防疫措施，第二学期的课程也可能在线进行。学院将在5-6月期间做最后决定。

## 2) 学院运作

- a. 为了配合最新的防疫措施，ACTS学院将从2020年4月7日（周二）至5月4日（周一）关闭学院办公室和图书馆。学院的所有教职人员与同工将在家办公，并将继续提供必要的服务以支持学院的运作和学生的学习。
- b. 在此期间，除非获得正式许可，任何学生或学院员工均不得到访学院。
- c. 鉴于这段时期图书馆的关闭，所有当前借用的图书到期日将自动延长至5月8日。想要进一步查询图书馆相关事务，可以电邮给执行图书管理员（[kian@acts.edu.sg](mailto:kian@acts.edu.sg)）。

## 3) 第一学期例常课程的学术要求

- a. 由于图书馆的暂时关闭，学生可能因此无法获得足够的学术资源完成作业。鉴于此，各个课程的教师可以选择替换作业或减少作业的要求。那些有足够研究资源的学生（即：自己的书籍或圣经软件等）可以继续完成课程最初的作业要求。
- b. 选择减少作业要求的学生将在完成课程后获得“及格/未及格”的成绩。被评分为“及格”的学生即符合课程要求，但该成绩将不会计入其平均成绩（GPA）。
- c. 选择继续完成最初课程作业要求的学生可以选择字母成绩或是“及格/未及格”的成绩。这将通过学院教务部门完成。
- d. 以上条例只限于第一学期立场课程。若学生有其他任何学术要求相关的问题，请写电邮给教务主任咨询（[davidlim@acts.edu.sg](mailto:davidlim@acts.edu.sg)）。

## 4) 学院行事历修订

- a. 学院已获悉，原定于2020年5月6日举行的新加坡神召会年议会（AGM）可能会推迟至另行通知。
- b. 学院退修会已延期至2020年9月16日至19日这一周。有关退修会的形式或时间安排等更多详细信息将在之后发布。
- c. 第二学期的期中假期现在延长至两周，假期为2020年9月6日至20日。

5) 学生生活

- a. 尽管加强防疫措施会使我们无法进行实体的聚会，但学院仍然相信，在一个有支持且合宜的社群学习是最完善的（希伯来书10:24-25）。
- b. 因此，欢迎学生们每天下午3点（<http://gg.gg/ACTSCT>）参加学院的Zoom下午茶时间，度过一段令人耳目一新的在线社群生活。
- c. 其他与学生生活相关的事项，请随时与我们的训导主任联系（[siewkhim@acts.edu.sg](mailto:siewkhim@acts.edu.sg)）。

6) 实践课

- a. 自从新型冠状病毒（COVID-19）爆发以来，许多教会事工计划已经被打乱了。因此学院允许实践课的学生调整他们的实践课计划。
- b. 未能在规定时间内完成实践课的学生将被允许延长实践课至第二学期。
- c. 有其他任何实践课相关问题，请写电邮给实践课协调导师咨询（[isaacwong@acts.edu.sg](mailto:isaacwong@acts.edu.sg)）。

在这段时期，让我们智慧地并充分地使用我们的时间，让我们继续彼此关心，激发爱心，勉励行善。

主内，



**林函辉导师**  
教务主任  
ACTS学院