

Department	International College of Liberal Arts		
Semester	Fall 2025	Year Offered (Odd/Even/Every Year)	Every Year
Course Number	FNDN116		
Course Title	Foundation for College Success		
Prerequisites	None		
Course Instructor	Fong Chun Yuen	Year Available (Grade Level)	1
Subject Area	Foundation Courses	Number of Credits	1
Class Style	Workshop	Language of instruction	English

(NOTE 1) Depending on the class size and the capacity of the facility, we may not be able to accommodate all students who wish to register for the course

Course Description	<p>The course is specifically tailored for new degree-seeking students at the International College of Liberal Arts (iCLA). This course aims to smooth your transition to university life by equipping you with essential knowledge and skills to thrive academically and adapt seamlessly to the iCLA environment. The course content is thoughtfully segmented into five key subsections: (1) Introduction (week 1), (2) Digital Toolkits (week 2-3), (3) Mastering Academia (week 4 - 7), (4) Respectful Engagement (week 7 - 8) and (5) Major and Career Visioning (week 9 - 10).</p> <p>The CLA+ test is an important part of this course and counts for 20% of your final grade*. The test is designed to evaluate your critical thinking, analytical reasoning, problem-solving, and written communication skills. Its implementation in the Seminar/ Foundation for College Success reflects the importance of these skills for academic success and beyond. By taking the test, you will receive an objective measure of these skills and identify areas for improvement in learning outcomes. The CLA+ test aligns with the diploma policy of iCLA and is an essential component of your academic journey.</p> <p>* Taking the CLA+ test is a requirement in order to earn credits for the Seminar/ Foundation for College Success. It is important to note that missing the test will result in an automatic FAIL for the course.</p>
Class plan based on course evaluation from previous academic year	<p>The class plan is designed to incorporate interactive and engaging activities that align with the four diploma policy goals: valuing knowledge, adapting to a changing world, believing in collaboration, and acting from a sense of personal and social responsibility. The plan includes opportunities for students to develop their critical thinking, problem-solving, and communication skills through discussions, debates, and group projects. Students will also have the chance to explore diverse perspectives and engage with different cultures to develop a broader understanding of the world around them. Self-reflection and self-awareness activities will also be integrated to encourage students to assess their own progress and learning. The class plan is structured to encourage active participation and promote a supportive learning environment.</p>
Course related to the instructor's practical experience (Summary of experience)	N/A
Learning Goals	<ol style="list-style-type: none"> 1. Acquaint students with the learning system, establish communication channels, and conduct ice-breaking activities for a comfortable and connected learning environment. 2. Equip students with digital skills including information literacy, use of AI tools like ChatGPT, and Excel proficiency for efficient college work management. 3. Develop college-level academic skills focusing on teamwork, presentations, and effective reading and speaking practices. 4. Educate about respectful engagement, understanding harassment, crime prevention, and accessing school support services like counselors. 5. Guide students in exploring majors and career options, facilitating informed future planning and career visioning.

iCLA Diploma Policy	DP1/DP2/DP3/DP4
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iCLA Diploma Policy

(DP1) To Value Knowledge – Having high oral and written communication skills to be able to both comprehend and transfer knowledge

(DP2) To Be Able to Adapt to a Changing World – Having critical, creative, problem-solving, intercultural skills, global and independent mindset to adopt to a changing world

(DP3) To Believe in Collaboration – Having a disposition to work effectively and inclusively in teams

(DP4) To Act from a Sense of Personal and Social Responsibility – Having good ethical and moral values to make positive impacts in the world

Active Learning Methods	Problem-Based Learning/Discussion, Debate/Group Work/Presentation				
More details/supplemental information on Active Learning Methods	Students are expected to work with their pre-assigned group throughout the semester for all in-class activities.				
Use of ICT	Smartphone, Laptop, ChatGPT, Microsoft Excel				
Contents of class preparation and review	Students are required to complete assigned readings and participate in reflective activities before and after class, following the specific instructions provided by the lecturers.	Hours expected to be spent preparing for class (hours per week)	1 hours	Hours expected to be spent on class review (hours per week)	1 hours
Feedback Methods	You will get feedback at the end of the CLA plus test and after you submit quizzes and assignments.				

Grading Criteria		
Grading Methods	Grading Weights	Grading Content
CLA Plus Test	20%	missing the test will result in an automatic FAIL for the course.
College plan	10%	
Presentation	10%	
In-class activities and quizzes	60%	best 8 out of 10

Required Textbook(s)	None
Other Reading Materials/URL	None.

Plagiarism Policy	In this course, the use of artificial intelligence (AI) tools for completing assignments, tests, or any other form of academic work intended to assess individual knowledge and capability is strictly prohibited. Any work submitted must be the result of the student's own effort. Failure to comply with these rules will result in a zero grade for the involved work and may lead to further disciplinary actions.
Other Additional Notes (Outline crucial policies and info not mentioned above)	None

(NOTE 2) Class schedule is subject to change

Class Schedule	
Class Number	Content
Class 1	Introduction: College life at iCLA (1) Icebreaking and course introduction: (Chun Yuen Fong)
Class 2	(2) Extracurricular activities at iCLA (Mike Blow)
Class 3	Digital Toolkits: Navigating Information, AI, and data handling (1) ChatGPT and AI Tools in Learning (Chun Yuen Fong)
Class 4	(2) Excel for data handling (Chun Yuen Fong)
Class 5	(1) Excel for data handling (Chun Yuen Fong)
Class 6	CLA + test (2) CLA+ test introduction and practice (Mike Blow)
Class 7	(1) CLA + test (Mike Blow)

Class 8	Mastering Academia: Academic conduct, Teamwork and Communication (2) Academic conduct (Haja Rajaonarison)
Class 9	(1) Working in Teams I (Reading and Discussion) (Kazutaka Sugiyama)
Class 10	(2) Working in Teams II (Problem Solving) (Chun Yuen Fong)
Class 11	(1) Working in Teams III (Presentation) (Chun Yuen Fong)
Class 12	(2) Working in Teams III (Presentation) (Chun Yuen Fong)
Class 13	Respectful Engagement: Culture and Boundaries (2) Personal Space and Counseling Support (Crystal Law)
Class 14	(2) Legal recourse on sexual assault in Japan (Dua Kanupriya)
Class 15	(1) Understanding Consent, Harassment, and Crime I (Chun Yuen Fong)
Class 16	(2) Understanding Consent, Harassment, and Crime II (Chun Yuen Fong)
Class 17	Major and Career Visioning for Future Success (1) Major introduction – Global Business and Economics + Political Sciences

Class 18	(2) Major introduction – Psychology + Interdisciplinary Data science
Class 19	(1) Major introduction – Japan studies + Interdisciplinary Arts
Class 20	(2) Summary and Career Visioning (John Ricketts, Chun Yuen Fong)