Programme Handbook

for

Bachelor of Psychology (Honours)

2018/19

Content

Section 1 Overview of the Institution

1.1 Overview of Gratia Christian College

1.1.1 The Bachelor of Psychology (Honours) (BPsy (Hons)) is offered by Gratia Christian College (GCC) (宏恩基督教學院) at 5 Wai Chi Street, Shek Kip Mei, Kowloon, Hong Kong (香港九龍石硤尾偉智街 5 號).

1.1.2 The legal entity of GCC, Gratia Christian College Limited, was registered under Companies Ordinance CAP 32 on 20 December 2013.   GCC was granted the degree-awarding status for registration under the Post-secondary Colleges Ordinance and Regulations (CAP 320) as a private, independent, and non-profit-making Christian post-secondary college on 13 July 2015.   The ultimate goal of the College is to become a private and independent Christian university in the future.

1.2 Vision, Mission and Values

1.2.1 The Vision of GCC is "To be a private independent Christian university that excels in liberal arts and professional education for developing servant leaders to serve the Chinese and global communities with competence and Christian love."

1.2.2 The Mission of GCC is to:

a) Inspire students to develop academically and spiritually, discover complementation between knowledge and faith, think critically with clarity, act professionally with integrity, and work in teams effectively with humility.

b) Provide professional development and life-long learning programmes for staff in partnership with educational, commercial, and religious organizations.

c) Engage the Church in inter-faith and inter-cultural dialogues for developing Christian approaches to current and future issues facing the Chinese and global communities.

1.2.3 GCC nurtures its students based on the "CHRIST" values:

"C	H	R	I	S	T"
COMMITMENT	HUMILITY	RESILIENCE	INTEGRITY	SERVICE	TEAMWORK

1.3 Desired Characteristics of GCC Graduates

It is desired that graduates of GCC:

a) be knowledgeable and professional;
b) learn independently and think critically;
c) strive for innovation;
d) integrate the "CHRIST" values and faith in whole person development;
e) develop self-confidence, social and interpersonal skills;
f) be a valuable citizen of society with global perspectives; and
g) apply the principles of servant leadership in life.

1.4 Servant Leadership

1.4.1 The concept of servant leadership is a core element found in GCC's vision. It is one of the graduates' desired characteristics so it is written as a programme objective for all the programmes at GCC. It is also a dominating feature of both the formal curriculum and co-curricular activities.

1.4.2 Adapted from "The Servant as Leader"[1]:

"The servant-leader is servant first… It begins with the natural feeling that one wants to serve, to serve first. Then conscious choice brings one to aspire to lead. That person is sharply different from one who is leader first…The best test, and the most difficult to administer, is this: Do those served grow as persons? Do they, while being served, become healthier, wiser, freer, more autonomous, more likely themselves to become servants? And, what is the effect on the least privileged in society? Will they benefit or at least not be further deprived?"

1.5 Programmes on offer

1.5.1 GCC offers three degree programmes since October 2015, including Bachelor of Business Administration (Honours) in Service Marketing and Management, Bachelor of Social Work (Honours) and Bachelor of Psychology (Honours).

1.5.2 Two new programmes, namely the Diploma in Pre-University Studies Programme and the Higher Diploma in Early Childhood Education Programme, are offered starting from the academic year 2017-18.

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[1] Greenleaf, R. K. (1991). *The servant as leader.* Indianapolis, IN: The Robert K. Greenleaf Center. [Originally published in 1970, by Robert K. Greenleaf]

Section 2 The Programme

2.1 General Programme Information

2.1.1 The table below gives a brief introduction of the BPsy (Hons) Programme.

Table 2.1 General Information of the BPsy (Hons) Programme

Item	Description
1. Programme Title	Bachelor of Psychology (Honours) Programme 心理學榮譽學士課程
2. Qualification Title (exit award)	Bachelor of Psychology (Honours) 心理學榮譽學士
3. Name of Granting Body	Gratia Christian College 宏恩基督教學院
4. QF Level	5
5. Mode of Study	Full-time
6. Programme Length	Minimum 4 years; maximum 6 years
7. Total Number of Contact Hours	1,890
8. Total Number of Credits Required for Exit Award	126
9. Curriculum (Credit distribution)	(i) 43% (54/126) General Education courses (ii) 57% (72/126) Specialized courses
10. Medium of Instruction	English, unless otherwise required by specific courses
11. Host Department	School of Psychology with the support of the other 3 Schools

Section 3 Programme Objectives and Learning Outcomes

3.1 Programme Objectives

The BPsy (Hons) Programme aims to:

a) provide a psychological and general education curriculum for students to develop an understanding of humans and human behaviour, and to discover complementation between psychological and biblical knowledge;

b) provide practical and research supervision for students to enrich and extend their learning through doing psychology first-hand;

c) nurture students' academic development in the broader context of whole-person development; and

d) prepare graduates from the Programme for service in various professional settings (counselling, human services, law enforcement, business, etc.) or postgraduate study in psychology or related areas.

3.2 Programme Intended Learning Outcomes (PILOs)

The programme intended learning outcomes of the BPsy (Hons) Programme are classified into two aspects, "To do" and "To be".   The former focuses on instruction of knowledge and skills while the latter focuses on developing the character of students. The PILOs are:

(To do)

Graduates will be able to:

a) establish a solid foundation of theoretical knowledge and investigation skills of Psychology;

b) apply appropriate psychological concepts, theories, and principles to explain and approach psychological differences among people and reasons why they think, feel, and act in the way they do;

c) communicate effectively through writing, presentation or discussion in tasks in organizations or service environments that require psychological knowledge input;

d) use information technology effectively for acquiring, learning, communicating and handling psychology related issues;

e) critically analyze, evaluate and synthesize data, information, ideas, concepts and issues related to psychological research and/or practice; and

f) be adequately prepared to pursue postgraduate training or chosen careers that require psychological knowledge and/or deliver psychological service.

(To be)

Graduates of the programme will become:

a) knowledgeable persons who integrate the "CHRIST" values and faith in the working environment;
b) valuable citizens of society who have a good understanding of the world, of the communities and cultures in which they may live or work, and of current global issues of importance;
c) promising professionals with social, communication and interpersonal skills who take up careers that deliver psychological service and/or require psychological knowledge;
d) problem-solvers who have a broad base of general knowledge and solve problems with creativity and innovation;
e) life-long learners who have the expertise and skills in gaining knowledge related to and beyond their profession; and
f) servant leaders who apply the principles of servant leadership to contribute to the well-being of the world with Christian love.

3.3 Professional Recognition/ Exemption

3.3.1 Holders of the Bachelor of Psychology (Honours) will be eligible to apply for Graduate Membership of the Hong Kong Psychological Society and basic membership of some overseas psychological societies such as the British Psychological Society and Australian Psychological Society.

3.3.2 Holders of the Bachelor of Psychology (Honours) who have taken courses with sufficient components in counselling theories, professional ethics, counselling skills and human development will also be eligible to apply for Membership of the Hong Kong Professional Counselling Association.

3.4 Further Study Opportunities

3.4.1 The knowledge and professional training in the BPsy (Hons) Programme can equip graduates with the academic background for postgraduate study in psychology or a related area. They may apply for graduate studies in areas like applied psychology, clinical psychology, counselling psychology, educational psychology and organizational psychology.

3.5 Career Prospects

3.5.1 The BPsy (Hons) Programme is designed to meet the demands of psychological service in various professional settings such as counselling, human resource management, law enforcement, business, etc. Graduates of the BPsy (Hons) Programme are prepared for taking up the frontline posts such as:

a) human resources officer

b) police officer
c) marketing and promotion officer
d) communication / public relations officer, customer service officer
e) teaching assistant / instructor
f) research assistant

3.5.2 For students wishing to pursue a career in professional track, the BPsy (Hons) Programme is designed to enable students with the knowledge and professional training to apply for postgraduate study in both local and overseas universities in areas like clinical psychology, counseling psychology and educational psychology, etc.

3.5.3 Career guidance and related activities will be provided by the Student Development Office of GCC and the School of Psychology.

Section 4 Programme Content and Structure

4.1 Given that the Vision of the College is to develop servant leaders with professional competence and Christian love, the BPsy (Hons) Programme is designed to contribute to the realisation of the Vision by developing graduates of psychology programme with Christian values and a world view to serve society.

4.2 The Programme comprises four curricular components made up of (1) Foundation Courses and a Thesis as recommended by the British Psychological Society; (2) Major Required Courses for students to develop a deeper understanding of psychological knowledge and research skills for work or further study; (3) Major Elective Courses for students to concentrate in a chosen area or to broaden their knowledge; and (4) General Education (GE) Courses that are required by the College.

4.3 Courses under the four major components in the BPsy (Hons) Programme are shown in Tables 4.1 to 4.4:

Table 4.1 Foundation Courses (24 credits), Thesis (6 credits)

Required	Course Code	Course Title	Credits	Total
Foundation Courses	PY1101	Introduction to Psychology	3	24
	PY1102	Developmental Psychology	3	
	PY1201	Social Psychology	3	
	PY1202	Research Methods	3	
	PY2101	Cognitive Psychology	3	
	PY2102	Personality and Individual Differences	3	
	PY2201	Biological Psychology	3	
	PY3101	Conceptual and Historical Issues in Psychology	3	
Thesis	PY4101	Thesis	6	6
			Total	**30**

Table 4.2   Major Required Courses (18 credits)

Course Code	Course Title	Credits
PY1103	Introduction to Statistics	3
PY2202	Motivation and Emotion	3
PY3102	Abnormal Psychology	3
PY3201	Learning	3
PY4102	Senior Seminar	6
	Total	**18**

Table 4.3   Major Elective Courses (24 credits)

Elective	Course Code	Course Title	Credits	Total
Choose 8 courses	PY3001	Counselling, Psychotherapy and Ethical Practice	3	24
	PY3002	Educational Psychology	3	
	PY3003	Psychology of the Chinese People	3	
	PY3004	The Psychology of Interpersonal Relations	3	
	PY4001	Clinical Psychology	3	
	PY4002	Organizational Psychology	3	
	PY4003	Health Psychology	3	
	PY4004	Administration in Human Service Organizations	3	
	PY4005	Counselling Skills Laboratory	3	
	PY4006	Internship	6	
		Total		**24**

Table 4.4   General Education Courses (54 credits)

	Study Areas	Required	Course Code	Course Title	Credits
1	Life Appreciation	√	GE1101	Creative Arts in Daily Life	3
			GE1103	Art of Photography	3
			GE1106	Chinese Literature and Life Appreciation	3
2	Life Education	√	GE1201	Life Stories of Servant Leaders	3
			GE1203	The Pursuit of Happiness	3
		#	GE1204	Christian Spirituality	3
3	Servant Leadership	√	GE1301	Servant Leadership	3
			GE1302	Corporate Sustainability	3
			GE1306	Interpersonal Relations and Communication	3
			GE1307	Principles of Management	3
4	Communication	√	GE1401	Public Speaking and Presentation	3
			GE1402	Chinese for Professionals	6
			GE1403	English for Professionals	6
		#	GE1404c	Chinese for Psychology	3
		#	GE1405c	English for Psychology	3
			GE1406	Empathetic Communication	3
5	Learning Strategy	√	GE1501	Critical Thinking	3
		√	GE1502	Information Literacy	3
		#	GE1504	Multi-media Communication	3
6	Technology and Society	√	GE1601	Information Management and Technology in Society	3
		#	GE1604	Globalisation, Biculturalism, and Chinese Behaviour	3
			GE1605	The Future We Want	3
			GE1606	Christianity and Social Concern in a Pluralistic Society	3
			GE1607	Principles of Marketing	3
			GE1608	Society of Everyday Life	3
			GE1609	Social Issues, Social Welfare and Social Work	3
7	Holistic Wellness	√	GE1701	Holistic Health	3
		#	GE1702	Drugs and Behaviour	3
			GE1705	Social Psychology	3

GE Requirement	Number of Courses	Credits
√ : GE course required by College	8	24
# : GE course required by Programme	6	18
Free GE elective	4	12
Total	**18**	**54**

Section 5   Student Development Office (SDO)

5.1   Student Development Office (SDO)

5.1.1   The SDO aims to assist students to develop into servant leaders with Christian love and the desired graduate characteristics in a unique college culture and environment. It provides academic, social, personal, practical and career-related support to students in their study journey. The Office not only helps students to enhance their personal growth, sense of well-being and generic skills, but also supports them to lead a meaningful and fulfilling life.   Further information on the SDO can be obtained from:

  a)   Office Website: www.gcc.edu.hk/sdo
  b)   General Enquiries: 5804 4142 / sdo@gratia.edu.hk

5.2   Staff List

Enlisted in the following are staff serving the SDO, including Student Development Manager, the counsellor who stations in the campus to provide counselling services to students, and administrative staff members supporting the operation of the SDO:

Ms CHEUNG Wai Ling Phyllis
Student Development Manager
Office: Room 401
Email: phyllischeung@gratia.edu.hk
Phone.: 5804 4140 (Ext. 403)

Ms HUI Wai Yue Annie
Counsellor
Office: Room 202 / 405
Email: anniehui@gratia.edu.hk
Phone.: 5804 4140 (Ext. 402)

Ms LAU Wing Yan Wing
Student Development Officer
Office: G00 (Registry)
Email: wylau@gratia.edu.hk
Phone: 5804 4140 (Ext. 404)

Ms WONG Yiu Lin Vivian
Executive Officer (Student Development)
Office: G00 (Registry)
Email: vivianwong@gratia.edu.hk
Phone.: 5804 4140 (Ext. 551)

5.3 Scope of Work

  a)   Personal growth and counselling, e.g. personality and mental health workshops
  b)   Pastoral care, e.g. mentoring and peer-tutoring schemes
  c)   Spiritual education, e.g. college assembly, Christian fellowship
  d)   Leadership and service learning, e.g. community and in-house services, student society, citizenship education
  e)   Global learning, e.g. international work camp, student exchange etc.
  f)   Student welfare and support, e.g. scholarships and financial assistance
  g)   Career guidance, e.g. individual career consultation, mock interviews etc.
  h)   Student survey, e.g. student opinion survey, graduate survey etc.

5.4 Student Activity Room (Room 202)

5.4.1 Student Activity Room (Room 202) is managed by the SDO.   It is designated as a resting and gathering point for all students.   If students wish to take a break or chat with fellow schoolmates, Room 202 is the perfect place for them to spend their time.   It is hoped that students will find the College a place for growing and bonding, as well as a second home for everyone.

Section 6   In-house and Community Services

6.1 In-House Service

6.1.1 The In-house Service Programme is a College-initiated programme guided by the College vision.   Through serving in specific units of the College, students will be able to develop their character, acquire knowledge, skills and attitudes for serving others, and act as servant leaders and contribute to the development of the College.

6.1.2 Total serving hours: 20 hours spanning over the first year of study

6.1.3 Serving Units: Library, IT Services Office, Registry, Student Development Office, Facility Management Office and Special Project

6.2 Community Services

6.2.1 The spirit of serving comes first in servant leadership.   To cultivate such an attitude to life, Gratia puts emphasis on serving the community and nurturing students to become servant leaders.   Our ultimate goal is to impart a twin sense of care and justice to students so as to boost their interpersonal skills and help them develop a civic sense as well as "CHRIST" values.

6.2.2 All Gratian students are obliged to complete 20 hours of community service which is one of the exit requirements for graduation.

Section 7   College Assembly

7.1   Purposes of the College Assembly

The College Assembly serves the important purposes of sharing the vision of the College among all staff and students, cultivating a spirit of oneness in Christ, widening the horizons of students and enhancing students' development in servant leadership.   Apart from announcement of information/events and conduct of certain student activities, etc., prominent speakers and faculty staff are invited to deliver talks on particular issues and topics of interests.

7.2   Schedule

The assemblies are held on a regular basis usually on Monday afternoons in the Assembly Hall on the first floor. There are altogether 10 assemblies for each academic year.

7.3   Attendance requirement

The College Assembly is a compulsory but non-credit bearing event.   Students should attend all College Assemblies. Attendance rate less than 80% would result in a remark of "Attendance Requirement of College Assembly Not Fulfilled" putting on the transcript upon graduation. Students who are absent for more than 30 minutes would be counted as absence.

Section 8   Scholarships and Bursary

8.1 Scholarships

8.1.1 College Scholarship Scheme
The College Scholarship Scheme is established to encourage and recognize students' accomplishment in academic and non-academic areas. There are six categories of scholarship awards under the Scheme for the Programme, including:
a)   Best Progress in Academic Performance
b)   Best in Academic Performance
c)   Best in In-house Service
d)   Best in Community Service
e)   Spiritual Leadership Scholarship
f)   Gratia Scholarship

8.1.2 Self-financing Post-Secondary Scholarship Scheme (SPSS)
To promote the development of the self-financing post-secondary sector, the Self-financing Post-secondary Scholarship Scheme is set up under the Self-financing Post-secondary Education Fund to offer scholarships and awards to students pursuing full-time locally-accredited self-financing sub-degree or bachelor's degree (including top-up degree) programmes at non-profit-making education institutions. There are five types of scholarships established under the Scheme, namely:
a)   Outstanding Performance Scholarship
b)   Best Progress Award
c)   Talent Development Scholarship
d)   Reaching Out Award
e)   Endeavour Scholarship

8.2   Bursary

8.2.1 Financial Assistance Scheme
GCC students can apply for the financial assistance schemes provided by the [Working Family and Student Financial Assistance Agency (WFSFAA)](#).

Starting from Academic Year 2017/18, all eligible students must submit their applications through E-link: https://www.wfsfaa.gov.hk/sfo/en/elink/elink.htm.

The following schemes are available for students:

a) Financial Assistance Scheme for Post-secondary Students (FASP)
b) Non-means-tested Loan Scheme (NLSPS)
c) Student Travel Subsidy (STS)
d) Community Care Fund Enhanced Academic Expenses Grant
e) Community Care Fund Enhanced Academic Expenses Grant – for SEN students with financial needs
f) Scheme for subsidy on Exchange for Post-Secondary students (SSE)
g) Scheme for Subsidy on Exchange to "Belt and Road" Regions for Post-secondary Students (SSEBR)

8.2.2 Student Emergency Fund

The Student Emergency Fund (SEF) is intended to provide financial assistance to students who are unable to meet immediate and essential expenses arising from temporary hardship due to emergency. The application period is open throughout the year.

Section 9 Graduation Requirements and Attendance

9.1 Graduation Requirements

In order to be eligible for the BPsy qualification, students must fulfil all the attendance requirements and have:

a) completed and been assessed on at least 126 credits;

b) obtained an overall GPA of 2.0 or above across all courses in which they were assessed;

c) obtained a Grade D or better on at least 120 credits;

d) completed 20 hours of community service; and

e) completed 20 hours of In-house service.

9.2 Attendance

Students are requested to note and observe the following attendance regulations:

a) Attendance rate should be at least 80% (for all programmes).

b) A student whose attendance during the official contact hours of a course is less than 80% will not be permitted to take the end-of-course examination or submit the major assessment for that course.

c) Students will be deemed as absent in the following circumstances:

- unapproved absence;
- failing to attend the scheduled class within the first 30 minutes.

9.3 Grades and Grade Points

The relationship between grades, grade points and interpretation is set out in the table below:

Grade	Grade Point	Broad Interpretation
A	4.00	Outstanding
A-	3.67	Outstanding
B+	3.33	Good
B	3.00	Good
B-	2.67	Good
C+	2.33	Satisfactory
C	2.00	Satisfactory
C-	1.67	Satisfactory
D	1.33	Marginal
Fail	0.00	Unsatisfactory

Section 10 ITSO, Computer Laboratory and Library

10.1 ITSO (Information Technology Services Office) and Facilities Management

The ITSO team's job is to create a favorable learning environment to support your learning. To do that, the following are made available to you:

10.1.1   Computing services
Available 24 hours x 7 days
- Campus Data Network (LAN and Wireless)
  ○ Data Link to the Internet
  ○ Network and Data Security
- User Profile and Data Storage
  ○ Electronic ID & Student Card
  ○ Safe and secure data storage
- Email, Printing, Scanning and Photocopying
- Learning Management Systems
  ○ Moodle
  ○ Room Booking
- Equipment loan (subject to availability)
  ○ Tablet computer
  ○ USB Charging cables
  ○ Power bank

10.1.2   **Places for gathering**
Open from 8:30am to 8:00pm Monday to Friday and 9:00am to 12:30pm on Saturday

- Computer Common (Room G02)
  o The only computer room in which food is allowed;
  o A place for discussion, information searching and, perhaps, relaxing during your free time;
  o 36 Linux OS based desktop computers installed with unlimited supply of open source software.
- Psychology Laboratory (Room 306)
  o An organised and, yet, cosy, computer room for your distinct quest for knowledge;
  o 20 Windows OS based desktops computers installed with Adobe Creative Suite, SPSS, ePrime, MPlus and etc.
- Practice Centre (405)
  o You can hear the sound of silence in this place which is ideal for workshop like role-play or one-on-one counselling;
  o On-demand video recording equipment is available for teaching purposes;

- o You need to make prior booking and be accompanied by a teaching staff.
- Lecture rooms (201, 203, 204, 205, 302, 303, 304, 305 and Glass Rooms in the Library)
  - o You may use them if they are NOT occupied;
  - o You are encouraged to make a booking in advance.

10.1.3 Other facilities
- Fresh water fountain (located in the patio on 2nd floor)
- Soft drinks vending machine
- Audio-visual equipment
- Multi-function printers

10.1.4 Campus security and hygiene
They are safeguarded by the team of facility management under the management of ITSO. The following tasks are being carried out on a routine basis:
- Cleaning (e.g. food waste collection)
- Fire and security patrol
- Video surveillance in public areas
- Energy saving control

Most importantly, a considerate and reasonable attitude while enjoying the above facilities and services shall ensure you a wonderful study time with your classmates at GCC.

10.2 Library Resources, Services and Facilities

10.2.1 The College Library aims to support teaching and learning at GCC. Presently, we have more than 167,000 books and ebooks, and approximately 5,000 print and electronic journals. Library staff can help students to navigate resources and offer training in referencing skills and the use of referencing software. The Librarian works closely with academic departments to maintain and develop the resources needed for courses and to provide assistance to students.

10.2.2 The course reserve provides resources for supporting teaching, learning and research. While Information Literacy is a core subject for students of certain academic programmes, the Library also provides library workshops for all students for enhancing their learning development. With wifi access and presentation hardware and software available, seminars and group discussion activities can take place in the Library. The information needs of College staff and students can also be met with the resources from the University of Hong Kong Libraries through the local libraries' Circle of Friends project.

Section 11   Opening Hours

11.1 Campus Opening Hours

Monday – Friday	8:30 am – 8:00 pm
Saturday	8:30 am – 5:00 pm
Sunday and Public Holidays	Closed

11.2 Library Opening Hours

	Semester 1 & 2	Semester Break
Monday – Friday	● 9:15 am – 6:00 pm ● 9:15 am – 7:30 pm (exam period)	9:15 am – 6:00 pm
Saturday, Sunday and Public Holidays	Closed	Closed

Details of opening hours during semester breaks/exam periods will be announced in advance via Moodle.

11.3 Adverse Weather Arrangement for Typhoon and Rainstorm

Time of Issuing/Cancelling	Typhoon Signal No.8 or above	Black Rainstorm
	The campus will	
Issued before opening hours	Remain closed	Remain closed
Issued when the campus is open	Close once it is announced that the No.8 signal is likely to be issued within two hours	Remain open
Cancelled at or before 12:30 pm	Open as soon as feasible/practicable and safe	Open as soon as feasible/practicable and safe
Cancelled after 12:30 pm	Remain closed	Remain closed

Section 12 Key Contact Numbers and Emails

Office	Telephone	Email
President's Office	5804 4149	presidentoffice@gratia.edu.hk
Finance Office	5804 4140 (Ext. 601)	financeoffice@gratia.edu.hk
Registry	5804 4143	registry@gratia.edu.hk
Student Development Office	5804 4142	sdo@gratia.edu.hk
Library	5804 4141	library@gratia.edu.hk
IT Services Office	5804 4148	itso@gratia.edu.hk
Facility Management Office	5804 4148	fmo@gratia.edu.hk

For staff directory in Gratia Christian College, please refer to:

http://gcc.edu.hk/staff-directory.

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