

Reminders for SAP Students

(Hardcopy is available at the CILL Counter.)

What is SAP?

SAP can help you study any skills related to speaking.

How SAP can help you

SAP can help you because you can study with a teacher. You can choose what you want to study, and ask the teacher to help you in the way that you prefer. You can practise your speaking skills in a friendly environment.

What to do

1. Register online.
2. Choose your preferred study areas.
3. Book a session.
4. Try to select some materials that you would like to use no matter it is F2F or online SAP. This will help you make the best use of the 50 minutes with the teacher.
5. Report to the CILL counter when you arrive for your SAP session. Then go to the SAP room and meet the teacher. As for online SAP, you may click the zoom link and wait for teacher to approve your entry.

What to do during the SAP sessions

The teacher may help you decide your study areas and suggest some materials if you cannot decide.

The teacher may help you practise the speaking skills that you want to work on. However, you must participate actively and make full use of the opportunity to practise your speaking.

You are advised to use the last 10 minutes of the session to review what you have learnt. Ask the teacher for feedback on your progress, effort and performance.

Attendance / Lateness

You must attend your SAP session on time. You will be marked late if you are 10 minutes late and absent if you do not attend. Anyone who is late or absent twice in a semester will not be able to make any advanced SAP bookings for that semester. If you cannot attend, cancel the registration at least **THREE** days in advance.