



STUDENT MATTERS

The Dean of Students works with the faculty and the Student Council to help create an environment in which every student feels cared for and a part of the EAST family.

THE STUDENT COUNCIL

The Student Council serves to represent the interests and concerns of the student body to the faculty and the administration. We value the total development of our students and ensure that all are given opportunity to make their opinions or needs known.

The Council is also responsible for organising and scheduling activities among the students for fellowship, welfare, and maintenance of the school facilities.

Council members are elected in the third quarter of every academic year, for a one-year term of service.

ORIENTATION

At the beginning of each academic year, with the direction of the Dean of Students, the Student Council will help host an orientation programme for new students. This is to help faculty, staff and students get to know one another, and be informed or updated on school policies. Orientation is a time of fun, bonding and learning. It may occasionally contain academic classes. Attendance is compulsory for all.



MENTORING GROUPS

All programme and Partners In Ministry (a programme for spouses of resident students) students are assigned to Mentoring Groups (MGs), which are led by MG leaders (usually faculty members).

The MG leader guides students in their walk with God, character development, personal needs, and ministry. Besides scheduled MG times, the group may meet outside of school for outings, meals, and ministry. Each MG has a student leader who helps the MG leader in planning and communication with group members.

CHAPEL

Chapel is an important component of the EAST experience. It is a time to come together for worship, prayer, ministry of the Word, and service within the EAST community. All full-time students are expected to attend the weekly chapels on Wednesdays from 11:10 am to 12:30 pm. Permission to miss chapel must be obtained from MG leaders.

PRAYER

Prayer is a discipline that EAST hopes to cultivate in each student's life. A time for prayer often takes place towards the end of chapel. Students are encouraged to submit updated praise and prayer items to the Prayer Coordinator for intercession by the entire school.

Twice a year, a Worldwide Day of Prayer is held to focus on praying for spiritually needy countries and ministries around the world. Attendance is compulsory.

COMMUNITY OUTREACH & WITNESSING

EAST's heritage derives from a ministry that is born out of the desire to obey Christ's Great Commission by going and sharing the gospel. Students are encouraged to be involved in regular community outreaches, personal witnessing and discipleship.



FIELD EDUCATION PROGRAMME

The philosophy of the Field Education programme is to expose students to a variety of ministries which provide maximum opportunities for personal formation, integration, reflection and ministry. With objective evaluation, feedback and modelling by their field supervisors and faculty mentors, students learn to integrate classroom lessons with real needs on the field.

The Field Education programme comprises:
(1) Field Practicum; (2) Formation, Integration, Reflection and Ministry (FIRM) classes; and (3) Cross-Cultural or Vocational Internships.

● FIELD PRACTICUM

All students, except first year students, are expected to spend six to eight hours per week in field practicum with churches or mission agencies.

First year students are exempted from Field Practicum so that they could have time to adjust to Singapore (for international students) and to studies. They are, however, encouraged to participate as fully as possible in personal ministries and participate in the life of a local church.

The Field Supervisor of the church or mission agency the student serves in provides opportunities for ministry and learning, and gives evaluation through feedback forms and grading. The overall leadership of Field Practicum, however, is provided by the Field Education director.





- **FORMATION, INTEGRATION, REFLECTION, MINISTRY (F.I.R.M.) CLASSES**

Field Practicum students must attend Formation, Integration, Reflection and Ministry (F.I.R.M.) classes, which seek to help students reflect on their personal growth and integrate what they learn in class with their personal ministry.

- **INTERNSHIPS**

Cross-Cultural Internship: This is required of all Bachelor of Arts and Master of Divinity students. During the school breaks, students spend four weeks working primarily in (but not limited to) evangelism and discipleship within a cross-cultural setting. The internship aims to help them nurture a heart for missions as they gain exposure and experience in cross-cultural ministry.

Vocational Internship: This is a requirement for all Master of Arts students. Students spend four weeks working under the supervision of a professional Christian worker for the particular vocational emphasis that they are pursuing. For example, Biblical Studies track students may design a Bible study project under the supervision of a Bible scholar or teacher, and teach it to a group at church.

Students must gain the Field Education Director's approval before proceeding with their internships.

FELLOWSHIP AND RECREATION

To cultivate fellowship and bonding among the EAST family, outings, games, and pot-luck meals involving faculty, staff, and students are organised periodically. Get-togethers are also organised by teachers with their respective classes.

The student-maintained Agape Room offers students a place to rest, eat and fellowship. Students could also unwind over a game of table tennis (check with the admin office for availability of equipment), a tennis match at the nearby Farrer Park tennis courts, or a swim at the APS swimming club next to EAST.

Inter-collegiate games, which foster fellowship among the theological education community in Singapore, are organised annually.

CONDUCT AND DRESS CODE – A LIFE ABOVE REPROACH

Since students at our school are recognised as Christian leaders by believers in the community, it is essential that they live a Spirit-controlled life that is above reproach, both inside and outside of the school.

The faculty and staff believe that the use of tobacco and intoxicating beverages, and abuse of controlled drugs are not in keeping with the biblical standards for Christian leaders. Students are also expected to dress appropriately in school. Shorts, tank tops, and slippers are not appropriate for classes and chapel.





INTERNATIONAL STUDENTS – SPECIAL CONCERNS

● HOUSING

International students are encouraged to arrive early in Singapore to settle in before classes begin. On-campus housing is not provided. Notices of available housing, however, are posted on the notice boards at levels three and four of the main school building and in the library. The Admissions Officer and the Student Council will assist first-year international students in their search for suitable accommodation.

● HEALTH INSURANCE

All international students (and their immediate family members in Singapore) are required to have health insurance that covers hospitalisation in Singapore. The school offers insurance coverage through Singapore Campus Crusade at a discounted rate.

If your existing health insurance policy does not include coverage for Singapore, you need to enrol for the medical insurance plan offered by EAST. The renewal for the policy is in July of the following year.

If your insurance policy includes coverage for Singapore, you will need to sign the Health Insurance Waiver Form. You may obtain this form from the admissions office. You will also need to submit a photocopy of your insurance plan to the admissions officer.



● IMMIGRATION MATTERS

Application for Social Visit Passes for Family Members

After you have obtained your Student Pass, you may apply for Social Visit Passes for your family. Note:

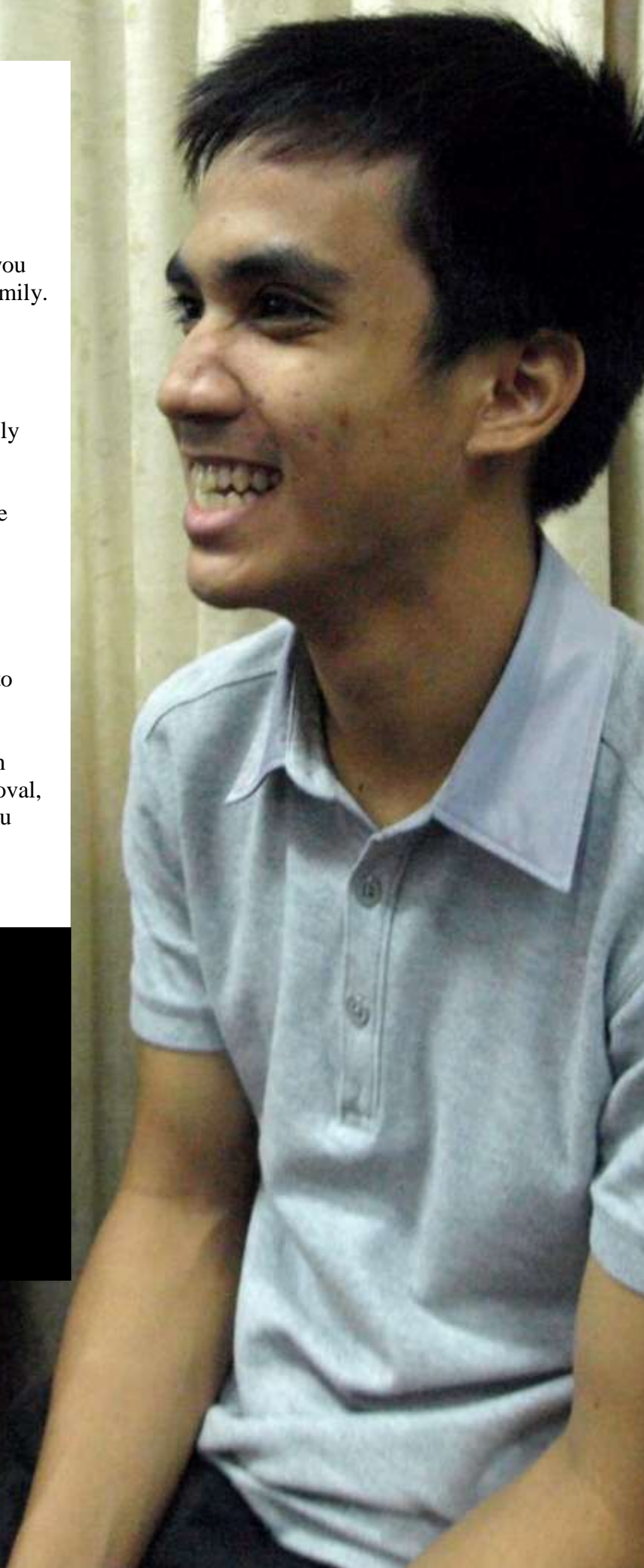
1. Collect a set of the application forms (Form 14 and V39I) from the admissions office, one for each member of your family holding a passport.
2. Fill in the application forms., making sure you sign on each form at the appropriate section. For children who are too young to sign, one of the parents may sign on their behalf.
3. Submit your completed forms and cards to the admissions office.
4. The school will e-submit your application to ICA on your behalf. Upon ICA's approval, the admissions office will then inform you of when to collect the Social Visit Passes from ICA.

ADDRESS OF ICA:

Immigration & Checkpoints Authority (ICA)
Visitor Services Centre, 4th Storey
10 Kallang Place, ICA Building
Singapore 208718

OPENING HOURS:

Mondays to Fridays: 8:00 am – 5:00 pm
Saturdays: 8:00 am – 1:00 pm





Renewal of Student Pass or Social Visit Pass

It is the student's responsibility to check the expiration date of their passes. Please note:

- Collect the relevant forms for renewal of Student Pass (Forms 16, V36 and V39S) and Social Visit Pass (Forms 14 and V39I) from the admissions office at least *two weeks* before the expiry date.
- Complete the forms, ensuring that they are duly signed at the respective sections.
- Submit the completed forms to the admissions office. You will be informed when your application has been approved and ready for collection at ICA.
- Application fees are S\$90 for student pass and S\$90 for social visit pass. Be prepared to pay S\$50-S\$100 for renewal fees. Payment can be made *only* by NETS or Cash Card.
- Upon receiving your renewal or extension from ICA, photocopy and submit *one complete set* of the documents to the admissions office.

Please keep the admissions office informed of your travel plans, including internships. You are advised not to travel overseas while your student pass renewal is being processed.

Security Deposit

International students who have paid a Security Deposit (SD) for their Student Pass should submit the original receipt of payment from ICA to EAST's Accounts Executive.

After Commencement, students may cancel their student pass with ICA and their SD will be returned to EAST *two to three months after* they have left Singapore. The student will be responsible for any administrative charges by the bank for overseas fund transfers. EAST will not make any early payout of the SD to graduating students prior to receiving funds from ICA.

Graduating students need to authorize EAST in writing if they wish to channel their SD to an organization, church or individual. Students are responsible to communicate to the recipients that EAST will require an acknowledgement receipt from them.