

# NUFYP Parent Information Pack

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Dear Parents,

Welcome to the Nazarbayev University (NU) community! My name is Eric Wente, and I am the Senior Teaching Fellow for Student Advising at the Nazarbayev University Foundation Year Program (NUFYP). On behalf of everyone at NUFYP, we are very excited to meet your child as they embark on their post-secondary studies. The following academic year will be a time of significant change for students, and throughout their experience, they will develop both intellectually and personally. It is our aim to provide good support systems throughout this journey.

In my role at NUFYP, I work closely with faculty to ensure that all of our students are supported during their transition into university study. The faculty and I are here to help guide students towards constructive academic and lifestyle habits while they adjust to their new environment. One of the ways that we do this is through our Foundations of Leadership course that all students complete alongside their academic subjects. This course helps students develop core values and skills that will not only benefit them during their foundation studies but also in their future undergraduate studies.

Although the faculty and staff are here to help, there will still be personal issues that students need to overcome. This document is designed to give you an overview of the support systems at NUFYP and NU, some helpful advice, and important information and dates. We understand that adapting to new life situations can be difficult for both parents and students and hope that we can help to ease the process through effective communication. It is my hope that as you talk with your student throughout the year you encourage them to seek help when they need it, and empower them to advocate for themselves if they have any difficulties. At NUFYP we value the role that families play in helping students develop a positive foundation, and we thank you very much for your involvement and cooperation throughout this year.

Sincerely,

Eric Wente, M.A., LPC (Senior Teaching Fellow for Student Advising)



# Academic Calendar

NAZARBAYEV UNIVERSITY NUFYP ACADEMIC CALENDAR Academic year 2022-2023		
WEEKS	FALL SEMESTER	FALL 2022
Week 1	Dormitory check-in for new students	August 13, 2022 (Sat)
	Start of Orientation for new students	August 15, 2022 (M)
	<b>First day of classes</b>	<b>August 22, 2022 (M)</b>
	University holiday: Constitution Day	August 30, 2022 (T)
Week 7	<b>Fall break</b>	<b>October 3-7, 2022 (M-F)</b>
	School adm. deadline for submitting Spring schedules to Office of the Registrar	November 2022 (TBA)
	Spring Registration	December 2022 (TBA)
Week 15	<b>Last day of classes</b>	<b>November 30, 2022 (W)</b>
	Study Period	December 2-6, 2022 (F-T)
	Faculty final grade submission period	Nov 30 - Dec 18, 2022
	University holiday: First President's Day	December 1, 2022 (R )
	<b>Final exam period</b>	<b>December 7-12, 2022</b>
	Dormitory check-out	<b>December 14, 2022 (W)</b>
	University holiday: Independence Day	December 16-17, 2022 (F-Sat)
	<b>Grades available to students</b>	<b>December 19, 2022 (M )</b>
WEEKS	SPRING SEMESTER	SPRING 2023
Week 1	Dormitory check-in	January 6, 2023 (F)
	First day of classes	<b>January 9, 2023 (M)</b>
	University holiday: International Women's Day	March 8, 2023 (W)
Week 11	<b>Spring Break</b>	<b>March 20-24, 2023 (M-F)</b>
Week 15	<b>Last day of classes</b>	<b>April 21, 2023 (F)</b>
	Study Period	<b>April 24-27, 2023 (M-R)</b>
	University holiday: Kazakhstan People Unity Day	May 1, 2023 (M)
	<b>Final exam period</b>	<b>April 28-May 4, 2023</b>
	University holiday: Defender of the Fatherland Day	May 7, 2023 (Sun)
	University holiday: Victory Day	May 9, 2023 (T)
	Dormitory check-out	May 6, 2023 (Sat)
	Official completion date for end of program for completing / graduating students	May 6, 2023 (Sat)
	Grades due to the Office of the Registrar	May 22, 2023 (M)
	Start of Progression & Admission review	May (TBA) 2023
	School adm. deadline for submitting Fall schedules to Office of the Registrar	August 2023

	University holidays
	Submission deadlines

# Program Overview

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The program design at NUFYP helps to prepare students for the common curriculum all NU students study in their undergraduate programs. This design focuses on honing specific skills and knowledge and prepares them for success in their future undergraduate studies.

All students will study English for Academic Purposes (EAP), Mathematics, and Foundations of Leadership for the entire year.

## Semester Overview

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### Semester One:

Course	Weekly Online Course Structure
English for Academic Purposes (EAP)	<ul style="list-style-type: none"><li>• 6 seminar lessons x 50 minutes</li><li>• 1 personal tutorial, 30 minutes (Zoom or FtF)</li><li>• 5 online lessons 3 hours total each week (Moodle)</li><li>• Online Writing OWE 5 hours each week (Google Drive)</li></ul>
Foundation Mathematics I	<ul style="list-style-type: none"><li>• 2 lectures, 50 minutes</li><li>• 3 seminar lessons, 50 minutes</li></ul>
Foundations of Leadership	<ul style="list-style-type: none"><li>• 2 seminar lessons, 60 minutes</li><li>• 2 online Flipped Learning Lectures</li></ul>

### Please Note:

- These are the hours spent in class, but university study requires students to spend at least the same amount of time (or more) doing individual study and research.

# What Support Does NUFYP Offer?

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- Personal Tutor system: Each student has the same EAP (Writing and Reading) tutor all year. This tutor is called their “Personal Tutor,” and they meet weekly for individual tutorials.
- Academic Support: Eric Wentz works with both tutors and faculty to help any student who is experiencing issues that are affecting their studies at NUFYP. Eric makes sure that students are receiving extra support if they are having trouble with one of their subjects, and also helps students who are experiencing personal problems that are affecting their studies. Students may also meet with Eric to discuss any aspects related to their progression to the undergraduate schools.
- Cause for Concern System: Tutors who notice a change in a student’s study habits or performance will refer them to Eric. He will meet personally with the student and see how he and the teachers can help them. They might make a plan for solving specific issues if there are any. Being referred to Eric does not mean the student is in trouble. The meetings are confidential, they are not put in students’ records, and they do not affect their progression to the undergraduate schools.
- Student Life: Eric Wentz helps students with elements of student life such as dormitory issues, attendance, stipends, meal plans, student clubs, and other aspects of their life outside of studies at NUFYP.
- Foundations of Leadership: This course is mandatory for all students and is designed to help students adapt to university expectations and expand their study and interpersonal skills.
- Student Health and Wellness Center: Psychological and psychiatric services are available to support students’ mental health as they deal with personal challenges that impact their studies. This service is completely confidential and free of charge.
- The NUFYP Student Council: Helps to increase communication between staff and students and plan both academic and social activities for students throughout the year.

## Who Are ‘Personal Tutors’?

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Personal tutors are a very important part of students’ NUFYP experience. They provide students with the following support:

- Each student has a dedicated personal tutor who is also one of the students’ English for Academic Purposes teachers. The tutor has frequent contact with their students and has insight into the students’ academic performance as well as personal issues.
- The tutorials are one-to-one and held once each week for approximately 30 minutes.
- Regular contact with the tutor can help to develop a supportive learning environment.
- This is an opportunity for students to ask their tutor questions and students should come to tutorials prepared with questions to discuss.
- Tutors provide feedback on students’ academic work, further explain points, and give suggestions on how to improve it.
- Tutors discuss the students’ overall progress and assist them if they are struggling with any aspects of life at NU.
- Tutors ensure that any concerns (either academic or personal issues) are escalated to Eric Wentz or the Head of Discipline to provide further support as needed.

# What Are the Common Stressors for NUFYP Students?

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- Adjusting to different methods of teaching and tutors from different cultures.
- More academic competition after being accustomed to being at the top of their class.
- All classes and communication in English.
- Lack of time management skills (especially before exams and assignment due dates).
- High expectations and pressure from family.
- Maintaining a healthy diet and sleep pattern.
- Managing health-related issues such as illness.
- Stress related to the transition to in-person off-line study following previous online coursework.
- Difficulties managing financial independence.
- Adjustment to dormitory life and dealing with roommates.

## What Can Parents Do?

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- Discuss stressors (from the previous section) with students before classes begin. Talk about strategies for dealing with these issues.
- Do not overload your child with family issues that will take time away from their studies. Studying at NUFYP is a full-time responsibility for them.
- Discuss skills necessary for being independent and responsible, especially in terms of managing their time and not waiting until the last minute to complete tasks.
- Talk about how to eat healthily and get enough sleep.
- Manage expectations of performance. The environment at NU will be more competitive than it was in high school and there will be many academically strong students.
- Check the academic calendar carefully and make sure your child is not traveling home when they should be at NUFYP.
- Explore your child's strengths and interests to help them make a good decision about their future major after NUFYP.
- Make sure your child seeks help if they are struggling. Their first point of contact should be their Personal Tutor, but Eric Wentz is also available.
- Finally, show your support during rough times. Acknowledge that your child's emotions during this time are normal and let them know you are there for support.

# Need for Notification

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If your child has any issues such as a learning disability, vision or hearing problems, speech impediment, physical disability, medical condition, or any other issue that may impact their learning it is very important that you notify NUFYP before classes begin.

- **Notifying NUFYP of such issues will not impact their progression or grades.**
- Communicating such issues to us is very important so that we can ensure that your son or daughter is fully supported while studying in our program.
- Please contact:
  - o Senior Teaching Fellow for Academic Advising, Eric Wente: [eric.wente@nu.edu.kz](mailto:eric.wente@nu.edu.kz)