INSTRUCTIONS TO COURSEWORK APPLICANTS

Important: The University has not engaged any external agencies to undertake graduate student recruitment on its behalf. Candidates interested in our graduate programmes are advised to apply directly to the University and not through any agents. Candidates who apply through agents will not have any added advantage in gaining admission and the University reserves the right to reject such applications without giving reasons.

INSTRUCTIONS ON COMPLETION OF PAPER-BASED APPLICATION

(1) The following documents are enclosed:

(a) Semester 1
   Either
   • APPLICATION FORM FASS-G04/14
     [Only applicable for Master of Social Sciences (Applied Economics)]
   OR
   • APPLICATION FORM FASS-G05/14
     [For the other programmes]

   Semester 2
   • APPLICATION FORM FASS-G06/14
     [Only applicable for NUS-University of Melbourne Master of Psychology (Clinical) – Joint Degree]

(b) Academic Referee’s Report Form (two copies)
(c) Transcript Request Form
(d) Application Fee Payment Form
(e) Application Document Checklist

Your application will be acknowledged via e-mail.

(2) Please complete all items and, in English. Where relevant, write in clear BLOCK LETTERS. For items which are not applicable, please indicate “N.A.” Any omission of information requested in the application form or of supporting documents will cause delay and may render the application void. If the space provided for any item is insufficient, please attach the information on a separate sheet of paper.

(3) Applicants must provide a valid and correct e-mail address. The University will correspond with you primarily using e-mail during the application process (e.g., acknowledge receipt of application, requests for outstanding documents, notifications of interview, etc). It is very important that you maintain your e-mail account regularly. The University will not be responsible for undeliverable e-mails and their consequences.

INSTRUCTIONS ON PAYMENT

(4) Applications without application fees will not be processed. Each application must be accompanied by an application fee which is not refundable.

• Application fee for each online* application is at $20.00 (inclusive of prevailing GST)
• Application fee for each paper-based application is at $40.00 (inclusive of prevailing GST)

* Please visit the Faculty website http://www.fas.nus.edu.sg/prospective/grad/coursework/applicationandperiod.html for information on ONLINE application.
Payment should be made either by cheque or bank draft drawn on a bank in Singapore, crossed and made payable to “National University of Singapore”. They must be made in Singapore dollars or the equivalent of US dollars (USD18.50 (for S$20 fee) or USD37 (for S$40 fee). Please write your name, postal address, and programme applied for on the reverse of the cheque/bank draft. Personal cheques are accepted only from candidates in Singapore. International applicants are requested to send only bankdrafts and not personal cheques for the application fee stated above.

INSTRUCTIONS ON SUBMISSION OF APPLICATION MATERIALS

Applicants must ensure the following with regard to supporting documents:

(a) All supporting documents are in English or accompanied by an official translation in English. Translated copies of the documents must be certified true copies. In particular, translated copies of the transcript(s) and degree scroll(s) must be certified by the issuing institution(s).

(b) Where supporting documents are photocopied from originals, they are officially “CERTIFIED TRUE COPY”. Notarisation is not required.

Please ensure that the following documents are submitted to the respective department by the prescribed deadline for each programme that you apply:

(a) Cheque/bank draft for the application fee indicating dollars forty only (S$40.00) with the completed HARD COPY Application Fee Payment Form.

(b) Completed APPLICATION FORM FASS-G04/14 or FASS-G05/14 or FASS-G06/14.

(c) One photograph about 35mm by 45mm, to be pasted on the application form.

(d) International applicants must submit documentary evidence of financial support in the form of a letter of confirmation from a sponsor and a bank statement, or documentary evidence of scholarship or other award obtained. The financial statement should reflect a minimum sum as indicated below for the different programmes:

<table>
<thead>
<tr>
<th>Programme</th>
<th>Minimum sum required*</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Master of Arts (Chinese Studies)</td>
<td>S$40,000 (with service obligation)**</td>
</tr>
<tr>
<td>• Master of Arts (Language Studies)</td>
<td>S$50,000 (without service obligation)</td>
</tr>
<tr>
<td>• Master of Arts (Literary Studies)</td>
<td></td>
</tr>
<tr>
<td>• Master of Arts (Southeast Asian Studies)</td>
<td></td>
</tr>
<tr>
<td>• Master of Social Work</td>
<td></td>
</tr>
<tr>
<td>• Graduate Diploma in Social Work</td>
<td>S$50,000</td>
</tr>
<tr>
<td>• Master of Sciences (Applied Geographic Information Systems)</td>
<td>S$45,000</td>
</tr>
<tr>
<td>• Master of Social Sciences (Applied Economics)</td>
<td>S$50,000</td>
</tr>
<tr>
<td>• Master of Psychology (Clinical)</td>
<td></td>
</tr>
<tr>
<td>• NUS-University of Melbourne Master of Psychology (Clinical) – Joint Degree</td>
<td>S$75,000</td>
</tr>
</tbody>
</table>

* The minimum sum required includes the estimated living expenses plus tuition and miscellaneous student fees during the normal duration of each programme.

** The minimum sum required (with service obligation) is for international students who will be pursuing studies on a self-financing basis. These students are required to work in Singapore-based companies for three years upon graduation. Singapore-based companies refer to local and international companies that have a base in Singapore that is registered with the Accounting & Corporate Regulatory Authority (ACRA) as well as companies of such local and international companies registered with ACRA that are based overseas. For more information, please refer to this website: [http://www.fas.nus.edu.sg/prospective/grad/coursework/application_info.html](http://www.fas.nus.edu.sg/prospective/grad/coursework/application_info.html)
(e) **A set of certified copies of supporting documents *(to be arranged in the following order)*:

(i) The page of your passport bearing the passport number and your particulars; if you do not have a passport, please enclose citizenship certificate/birth certificate *(for citizens of other countries)*.

(ii) Singapore NRIC or citizenship certificate *(for Singaporeans)*.

(iii) Re-entry permit *(for Singapore permanent residents)*.

(iv) Employment Pass and letter of approval from employer *(for international applicant working in Singapore)*.

(v) Degree scroll/certificate *(non-certified copies are acceptable from applicants who are graduates of this University)*.

(vi) Professional certificates *(if applicable)*.

(f) The following supporting documents should be submitted as indicated below:

(i) Transcripts of academic records from each university or college attended.

   **Note:** Applicants who are graduates from this University can submit photocopies of their results slips/unofficial transcripts or the official transcripts of their academic records together with their applications.

   Applicants who are graduates of other universities will have to request official transcripts **directly** from their university/universities using the prescribed Transcript Request Form. You are responsible for requesting for the transcript(s) from the relevant university/universities. If you have attended more than one university, you should make photocopies of the Transcript Request Form as required.

   **Only transcripts received directly from universities in the prescribed manner will be accepted:**

   - The official transcript/transcripts must bear the stamp of your university and signature and name of the Registrar or his/her representative (with the designation indicated on the transcript).

   - The official transcript/transcripts must be enclosed in an official sealed envelope with its flap bearing the security seal of the university and the signature of the Registrar or his/her representative (with the designation indicated on the envelope).

   - The envelope/envelopes must be forwarded **directly** from the university/universities to the respective department, **unopened**, together with the Transcript Request Form.

(ii) Recommendation from two academic referees.

   **Note:** The referees’ reports, to be made on the prescribed forms, must be forwarded to you in sealed envelopes bearing the signature of the respective referees across the flap of each envelope. These envelopes must be forwarded, **unopened**, to the respective department with the other application materials.

(iii) TOEFL or IELTS Score Report.

   **Note:** Applicants whose native tongue and medium of undergraduate instruction is not English should submit TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System) scores as evidence of their proficiency in the English language. Please note that letters of certification from institutions cannot be used as evidence of applicants’ proficiency in the English language.
The minimum TOEFL score required are as follows:

1. Internet-based test (iBT) : Minimum score of 85 (with a minimum score of 22 for the writing section)
2. Paper-based test (PBT) : Minimum score of 580
3. Computer-based test (CBT) : Minimum score of 237

A minimum IELTS score of 6.0 is required.

Some Departments/Programmes may set higher requirements. TOEFL or IELTS are only valid for two years after the test and the validity should not expire before the beginning of the application period for the coursework programme.

Some successful candidates may still be required to take the Diagnostic English Test at our University and, where necessary, attend the Graduate English Course. The Educational Testing Service (ETS) has indicated that score reports are valid only if our University receives them directly from ETS. The Faculty's TOEFL Institution code is 9081. The Department Code that you use will not affect the delivery of your report to our Faculty.

Please note the following:

- Other English language 'proficiency tests' will not be accepted for this purpose;
- Tests that claim to be predictions, estimations, simulations, equivalents, practices, etc. of the TOEFL or IELTS are invalid;
- The ETS has stated that their Institutional Testing Program cannot be used for admission.
- For applicants applying for the Joint Master of Psychology (Clinical) programme between NUS and the University of Melbourne, please note that you will also have to meet the following requirement:

<table>
<thead>
<tr>
<th>University of Melbourne’s Language requirements</th>
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<tbody>
<tr>
<td>IELTS score of 7.0 (no band less than 7); or</td>
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<tr>
<td>TOEFL score of 577 + TWE 4.5; or</td>
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<tr>
<td>TOEFL computer 233 + essay rating 4.5; or</td>
</tr>
<tr>
<td>TOEFL internet of 90 + written 21</td>
</tr>
</tbody>
</table>

(iv) Writing sample.

Applicants applying for admission to the Master of Arts (Language Studies) and/or Master of Arts (Literary Studies) programme(s) must submit a sample of your own writing between 4,000 and 6,000 words in length.

(7) Successful applicants who graduated from the National University of Singapore, Nanyang Technological University or Singapore Management University and received a scholarship for your undergraduate studies, must submit documentary proof from your sponsor that you are allowed to continue with your Higher Degree Programme if you have yet to serve or are still serving your bond.
The application forms, cheque/bankdraft and relevant supporting documents and all other application materials must reach the respective department by the prescribed closing date via post. Documents submitted via email or facsimile will not be accepted. Please note that mail from some countries may take three weeks or more to reach the respective department. The address of the respective department is as indicated below. State the programme applied for on the top left hand corner of the envelope.

**Master of Arts (Chinese Studies)**
Department of Chinese Studies  
Faculty of Arts and Social Sciences  
National University of Singapore  
The Shaw Foundation Building  
Level 3, Blk AS7, 5 Arts Link  
Singapore 117570

**Master of Arts (Language Studies) and Master of Arts (Literary Studies)**
Department of English Language and Literature  
Faculty of Arts & Social Sciences  
National University of Singapore  
Level 6, Blk AS5, 7 Arts Link  
Singapore 117570

**Master of Arts (Southeast Asian Studies)**
Department of Southeast Asian Studies  
Faculty of Arts & Social Sciences  
National University of Singapore  
#06-18, Blk AS3, 3 Arts Link  
Singapore 117570

**Master of Psychology (Clinical) and NUS-University of Melbourne Master of Psychology (Clinical) – Joint Degree**
Department of Psychology  
Faculty of Arts and Social Sciences  
National University of Singapore  
#02-07, Block AS4, 9 Arts Link  
Singapore 117570

**Master of Science (Applied Geographic Information Systems)**
Department of Geography  
Faculty of Arts and Social Sciences  
National University of Singapore  
#03-01, Block AS2, 1 Arts Link  
Singapore 117570

**Master of Social Sciences (Applied Economics)**
Department of Economics  
Faculty of the Arts and Social Sciences  
National University of Singapore  
Level 6, Blk AS2, 1 Arts Link  
Singapore 117570

**Master of Social Work and Graduate Diploma in Social Work**
Department of Social Work  
Faculty of Arts & Social Sciences  
National University of Singapore  
Level 4, Blk AS3, 3 Arts Link  
Singapore 117570
(9) Please **arrange your documents** in the following order as shown pictorially.

(10) **Applications which are incomplete or received after the due date will not be considered.**

(11) All documents (including the original transcript received by NUS directly from university/universities) submitted in support of your application will **not** be returned to you.

(12) Due to the large number of applicants seeking admission, we are sorry we will not be able to attend to enquiries on the status of applications and receipt of documents. If you are concerned about the delivery of your documents, you may wish to consider sending them via registered mail or via courier. The outcome of your application will be made known to you by late May if you are applying for the Semester I (August) intake, or by late November if you are applying for the Semester II (January) intake.

(13) **Unless granted approval by the University, no student may concurrently be a candidate for more than one degree or register as a candidate of NUS and of another university or institute.**

(14) Inaccurate or false information or omission of material information will render your application invalid. The University reserves the right to reject applications that are incomplete or inaccurate. Persons admitted on the basis of inaccurate or false information may be expelled.

(15) The University has not engaged any external agencies to undertake graduate student recruitment on its behalf and it reserves the right to reject, without giving reasons, applications submitted through any external agencies.

**INFORMATION ON NUS GRADUATE SCHOLARSHIPS FOR ASEAN NATIONALS**

(16) The National University of Singapore offers Graduate Scholarships for ASEAN Nationals (NUS GSA). A limited number of scholarships are available each academic year. It is therefore awarded on a very competitive basis. Only citizens or permanent residents of member countries of ASEAN* are eligible. However, citizens or permanent residents of Singapore, and those of countries which are not members of ASEAN are not eligible.
ASEAN is the abbreviation for the ASSOCIATION OF SOUTH EAST ASIAN NATIONS and it comprises the following ten nations of South East Asia - Brunei, Cambodia, Indonesia, Laos, Malaysia, Myanmar, Philippines, Singapore, Thailand and Vietnam.

The NUS GSA is only for MOE-subsidised, single-degree, full-time coursework graduate degrees conducted at NUS and designated for the scholarship. Candidates receiving other awards will be disqualified from the NUS GSA.

Candidates who do not fulfil the nationality requirement and the eligibility requirements of items (17) (a) to (17)(d) will not be considered for the NUS GSA.

(17) In addition to the eligibility requirement of nationality, candidates applying for the NUS GSA must have:

(a) an excellent academic record;
(b) been or will be admitted to pursue an NUS GSA designated graduate degree by full-time coursework;
(c) a good command of the English language (based on your TOEFL/IELTS results); and
(d) at least two years of relevant work experience as at the application due date.

(18) The scholarship is to enable a successful scholar to pursue a full-time coursework graduate degree designated for the scholarship at NUS. Only the following graduate degrees have been designated for the NUS GSA:

(a) Master of Arts in the following disciplines:
   - Chinese Studies
   - Language Studies
   - Literary Studies
   - Southeast Asian Studies
(b) Master of Social Work

(19) The scholarship will be awarded for the normal duration of the particular degree (based on full-time load of 20 MCs per semester). A NUS GSA recipient must enrol for sufficient modules (generally, 20 MCs per semester) to be able to complete the degree programme within the normal duration for the programme. Recipient must also maintain a minimum CAP of 3.5, with no grade below "C" for any module/subject for the continuation of the scholarship.

(20) There is no bond or obligation for the scholar to be employed by NUS or in Singapore. The scholar is expected to complete the designated graduate degree and return to the home country.

(21) The NUS Graduate Scholarships for ASEAN Nationals will provide each scholar with:

(a) A monthly stipend of S$1,350.00;
(b) A one-time book allowance of S$500.00;
(c) Visa and Student's Pass Fee;
(d) Medical examination fees for Student's Pass application (capped at S$60);
(e) Tuition fees and Miscellaneous Student Fees at NUS and throughout the period of the award;
(f) Cost of economy travel directly from the home country to Singapore on award of the scholarship (capped at S$500 and 20 kg baggage per trip); and
(g) Cost of economy travel directly from Singapore back to the home country on successful completion of the course of study leading to the award of the degree (capped at S$500 and 20 kg baggage per trip).

SEPTEMBER 2015
APPLICATION FORM

THE NATIONAL UNIVERSITY of SINGAPORE

FACULTY OF ARTS AND SOCIAL SCIENCES

APPLICATION for
GRADUATE COURSEWORK PROGRAMME

SEMESTER I (AUGUST) INTAKE
Closing date is 15th January in the same year of the intake

Photograph of about 35mm by 45mm

- Please complete all items. Where relevant, write in clear BLOCK LETTERS. For items which are not applicable, please indicate N.A. Any omission of information requested in the application form or of supporting documents will cause delay and may render the application void.
- If the space provided for any item is insufficient, please attach the information on a separate sheet of paper.

(1) PROGRAMME APPLYING FOR

- Master of Social Sciences (Applied Economics)

(2) SOURCE OF INFORMATION

How did you come to know about this application? (Please quote source of advertisement, if applicable).

(3) NAME

Surname/Family Name ____________ Given Name ________________

Full Name ________________________________ (as in NRIC/Passport or Other Official Document)

(4) TYPE OF PROGRAMME

Please TICK (✓) only one box.

☐ Full-Time

☐ Part-Time *

* Only those locally domiciled are eligible for part-time study.
### PERSONAL PARTICULARS

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<th>Gender</th>
<th>Age</th>
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<tr>
<td>Mr</td>
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<tr>
<td>Mrs</td>
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<tr>
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<tr>
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<td>[ ] Singapore blue</td>
<td>[ ] Malaysia pink</td>
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<th></th>
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<tr>
<td>[ ] Singaporean</td>
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<td>English</td>
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<td>Others (please specify [ ] )</td>
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</table>
(6) ACADEMIC QUALIFICATIONS

Please ATTACH **ONE COPY** of the relevant certificates. Applicants, if admitted, must produce originals of all documents when requested. Applicants who are graduates of other universities will have to request official transcripts from their university/universities. The official transcript/transcripts must bear the stamp of your university and the name and signature of the Registrar or authorised person (with the designation indicated on the transcript) and must be enclosed in an official sealed envelope with its flap bearing the security seal of the university and the signature of the Registrar or his/her representative (with the designation indicated on the envelope). The envelope/envelopes must be forwarded **directly** from the university/universities to the respective department from the issuing university, **unopened**, together with the Transcript Request Form. They should reach the respective department by the prescribed closing date. These transcripts will not be returned to the applicants.

(a) Tertiary Education (Universities and other tertiary institutions attended)

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Name &amp; Location of Institutions</th>
<th>Qualifications obtained (give dates &amp; state class of honours)</th>
</tr>
</thead>
</table>

(b) Professional/other qualifications (i.e. graduate, diploma courses, etc)

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Name &amp; Location of Institutions</th>
<th>Qualifications obtained (give dates)</th>
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</thead>
</table>

(c) Membership of Professional Organisations

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Organisation</th>
<th>Post Held / Membership Status</th>
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</thead>
</table>

(d) National or International Awards (List in chronological order any scholarships, prizes or other awards received.)

<table>
<thead>
<tr>
<th>Year</th>
<th>Name of Scholarship, Prizes or Awards</th>
</tr>
</thead>
</table>

(e) National or International Research and Publications

<table>
<thead>
<tr>
<th>Year</th>
<th>Title of Research or Paper Published</th>
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</table>
## (7) PARTICULARS OF NEXT-OF-KIN

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship</th>
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<tr>
<th>ENGLISH LANGUAGE PROFICIENCY</th>
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Applicants whose native tongue and medium of undergraduate instruction is not English should submit their results for TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System). These results are valid for only two years and should not expire before the beginning of the application period. Please refer to paragraph (7)(f)(iii) of the “Instructions to Coursework Applicants” for more information.

Fill in the scores and test date shown on the TOEFL or IELTS Examinee’s Score Report (supporting document must be attached). Please request the TOEFL authorities [Educational Testing Service (ETS)] or IELTS [University of Cambridge Local Examination Syndicate (UCLES)] to send the “Official Score Report” directly to this University. Candidates who have not taken the TOEFL or IELTS should IMMEDIATELY register with the ETS or UCLES. This Faculty’s institution code is 9081.

TOEFL or IELTS SCORE : ____________ DATE OF EXAMINATION ___________

(Please attach documentary evidence)

## (9) EMPLOYMENT HISTORY

### (a) Present Occupation (Please complete this section if you are presently working. Otherwise, indicate that you are currently unemployed)

<table>
<thead>
<tr>
<th>Date of Joining</th>
<th>Industry Sector (public/private/statutory/self-employed)</th>
<th>Name and Location of Firm/Organisation</th>
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Office Address | | Office Telephone No. |
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Office Fax No. |

### (b) Previous Occupation(s)

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<thead>
<tr>
<th>From (mth/yr)</th>
<th>To (mth/yr)</th>
<th>Name and Location of Firm/Organisation</th>
<th>Title/Position Held</th>
<th>Nature of Work</th>
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### (c) Please indicate number of years of work experience:

_______ years _______ months (up to date of application).
### (10) NATIONAL SERVICE (for Singapore Citizens/Permanent Residents only)

- [ ] Completed  
  (ORD ..................)
- [ ] Currently serving  
  (Expected ORD..................)
- [ ] Disrupted
- [ ] Exempted
- [ ] Not applicable

### (11) ACADEMIC REFEREES

Please provide the particulars of two referees from whom you have requested letters of reference. (Use enclosed referee’s report forms)

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<th>(a) Name / Designation</th>
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### (12) PREVIOUS APPLICATIONS

(a) Have you previously applied for admission or been admitted to any graduate programme(s) at NUS?

- [ ] Yes (Please give details below)
- [ ] No

Programme(s) applied for: __________________________  Year(s) of application: __________________________

Outcome of application:  
- [ ] Successful (Please give details below)

Date of enrolment: From ____________________ to ____________________

- [ ] Unsuccessful

If successful, please indicate:  
- [ ] Graduated
- [ ] Withdrawn
- [ ] Failed
- [ ] Current Student

### (13) OTHER APPLICATIONS

(a) Are you applying for any other graduate programme(s) at NUS for the coming session?

- [ ] Yes (Please give details below)
- [ ] No

Programme(s) applying for: __________________________

(b) Are you currently a candidate for any other degree in another university or institute?

- [ ] Yes (Please provide details below, eg, institute, degree, duration, lecture hours, tentative graduation date, etc.)
- [ ] No

__________________________________________________________________________________________
(14) SOURCE OF FINANCE (Only International applicants MUST enclose documentary evidence of financial support)

Please enclose documentary evidence of financial support, e.g. letter from sponsor and bank statement, documentary evidence of scholarship or other award obtained. Please refer to paragraph (7)(d) of the "Instructions to Coursework Applicants" for more information.

- Company Sponsorship
- Self-financing
- Others
  (Please specify _______________________

- NUS Staff Member (give details below)

For full-time NUS staff, please ATTACH copy of appointment letter and indicate:

Staff number : _____________________  Department : ______________________________

(15) MOTIVATION FOR APPLICATION AND CAREER GOALS

Please state as concisely as possible:

(a) why you are applying for the graduate degree and scholarship (if applicable):

(b) your career goals, and how the graduate degree would benefit you and your country:

(c) [For non-Singaporeans] why you will return to your home country upon completing your coursework, or if not, why:
(a) Were you receiving any scholarship during your undergraduate study? (For applicants from the National University of Singapore, Nanyang Technological University or Singapore Management University)

☐ Yes (please provide details below)  ☐ No  ☐ Not applicable

Name of Scholarship:  
Name of Sponsor:  
Length of bond (if any):  

Are you required to serve a bond upon completion of your study?

☐ Yes (Please provide documentary proof from the sponsor that you are allowed to continue with your higher degree programme if you are successful in your application).

If Yes, have you served your bond?  ☐ No  ☐ Completed  ☐ Currently serving  
(Expected completion by:_________)

☐ No

Please tick (√) the relevant box. When completing item (b), please delete the appropriate item within the * *, complete the blanks and tick (√) EITHER (i) OR (ii).

(b) ☐ Yes, I would like to apply for the NUS Graduate Scholarships for ASEAN Nationals.  
(Please refer to the “Instructions to Coursework Applicants” for information on the scholarship.)

I am a *citizen/permanent resident* of ________________, a member country of ASEAN, but not of Singapore. My *TOEFL score/IELTS result* is _______________ and I have _____________ years of relevant work experience. I accept the rules and conditions of the NUS Graduate Scholarships for ASEAN Nationals and will be subject to them if awarded the scholarship. However, if I am unsuccessful for the NUS Graduate Scholarship for ASEAN Nationals, I:

(i) ☐ will not accept admission to the designated graduate degree.

(ii) ☐ will still accept admission to the designated graduate degree on a self-financing basis.  
(Overseas applicants must enclose evidence of financial support.)

(c) ☐ No, I am not applying for the NUS Graduate Scholarships for ASEAN Nationals.

(d) Disabilities and Special Needs

Have you had or do you have any disabilities (including but not limited to chronic illnesses, communicable diseases, mental illness, colour blindness, visual or other physical constraints or limitations) which may or may not cause you to require special assistance or facilities while studying at the University?

☐ Yes  ☐ No

If yes, please provide all relevant information on a separate sheet of paper (and attach the relevant medical documents).  
Note: This information will enable the University to develop a complete profile of an applicant and to determine whether he/she might need additional resources in his/her studies. The University does, however, not guarantee the provision of special aid (financial or otherwise) to any students.
(17) DECLARATION (To be completed by ALL applicants)

(a) Have you ever been convicted of any offence by a court of law in any country or are there any court proceedings pending against you in respect of any offence?

☐ Yes  ☐ No

(b) Are you currently, or have you ever been, charged with or subject to disciplinary action for any type of misconduct, scholastic or otherwise, at any educational institution?

☐ Yes  ☐ No

(c) Are you currently, or have you ever been, under investigation or subject to enquiry in respect of any misconduct, scholastic or otherwise, at any educational institution?

☐ Yes  ☐ No

If your answer to any or all of the above questions is yes, please provide a full statement of relevant information on a separate sheet of paper (and attach the relevant documents).

I declare that the information provided by me in connection with this application is true and complete.

I understand that any inaccurate, incomplete or false information given or omission of material information required shall render this application invalid and NUS may at its discretion withdraw any offer of acceptance made to me on the basis of such information or, if already admitted. I may be liable to disciplinary action, which may result in my expulsion from NUS.

I understand that the provision of any inaccurate or false information may render me liable to prosecution in a court of law in Singapore.

I understand that if I have been convicted of a criminal offence by a court of law of any country, I must submit all relevant information together with this application.

I hereby authorise NUS to obtain and verify any part of the information given by me, from or with any source, as it deems appropriate.

PERSONAL DATA NOTICE & CONSENT

(I) The National University of Singapore (“NUS”) manages and administers undergraduate and graduate courses in NUS, including processing applications for the admission of candidates to NUS (“Admission”). To manage and administer the undergraduate and graduate courses in NUS, including the applications for Admission, NUS will necessarily need to collect, use, disclose and/or process certain personal data or personal information about the individual that has submitted an application for Admission (the “Applicant”).

(II) Such personal data will be collected, used, disclosed and/or processed by NUS for the purpose(s) of:

(a) Processing the Applicant’s interest in and application(s) for Admission;

(b) Administering and/or managing the Applicant’s application(s) for Admission and Enrolment;

(c) Making of any offer(s) of acceptance to courses in NUS;

(d) Administering and/or managing the Applicant’s relationship with NUS (including the mailing of correspondence, statements or notices to the Applicant, which could involve the disclosure of certain personal data about the Applicant to bring about delivery of the same, as well as on the external cover of envelopes / mail packages);

(e) Carrying out due diligence or other screening activities (including background checks) in accordance with legal or regulatory obligations or risk management procedures that may be required by law or
that may have been put in place by NUS, including the obtaining of references and/or other information about the Applicant from the Applicant’s previous education institute(s);

(f) Responding to any enquiries by the Applicant;

(g) Processing the Applicant’s application(s) for scholarships and/or financial aid as part of the Admission process, and if successful, administering and/or managing the Applicant’s scholarship and/or financial aid programmes, which may include use of personal data for direct marketing purposes for development and fund raising activities and disclosure of personal data to donors and/or external organisations for purposes of event invitations, surveys and/or publicity of NUS' financial aid programmes;

(h) Investigating fraud, misconduct, any unlawful action or omission relating to the Applicant’s application for Admission, and whether or not there is any suspicions of the aforementioned;

(i) Responding to requests for information from public agencies, ministries, statutory boards or other similar authorities (including but not limited to the Ministry of Defence, Ministry of Education and Ministry of Health) from time to time;

(j) Carrying out market related or similar research and analysis for NUS’ operational strategy and policy planning purposes;

(k) If consented to by the Applicant in the registration form and/or other methods of consent notification, sending the Applicant marketing, advertising and promotional information, including materials and information on undergraduate and graduate courses in NUS, residential options and general student-related activities within NUS, as well as related talks, seminars and/or events via postal mail, electronic mail, SMS or MMS, fax and/or voice calls; and

(III) Such personal data of the Applicant will/may be disclosed by NUS to third party service providers or agents (whether in Singapore or elsewhere in the world where such service providers are sited) for one or more of the above Purposes, as such third party service providers or agents, if engaged by NUS, would be processing the Applicant’s personal data for NUS, for one or more of the above Purposes.

(IV) By completing the application form and submitting the application, the Applicant:

(a) Consents to NUS collecting, using, disclosing and/or processing the Applicant's personal data for the Purposes as described above; and

(b) Consents to NUS transferring the Applicant’s personal data out of Singapore to NUS’s third party service providers or agents for the Purposes as described above.

(V) If the Applicant has any questions relating to NUS’s collection, use and disclosure of the Applicant’s personal data, the Applicant may contact the Data Protection Officer at dpo@nus.edu.sg or call +65 6776 2835 or such other person as NUS may designate, from time to time, whether by informing the Applicant through any letter, circular, notice or email.

(VI) For the avoidance of doubt, in the event that Singapore personal data protection law permits an organization such as NUS to collect, use or disclose the Applicant’s personal data without the Applicant’s consent, such permission granted by the law shall continue to apply.

Signature: __________________________ Date: _____________________________