Application Package

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The following forms (Pages 1 - 18) should be submitted by applicant when applying:

a) Application Checklist
b) Application Acknowledgement Letter
c) Application Form
INSTRUCTIONS TO APPLICANTS

Application Materials

Enclosed are:

- Entry/Degree Requirements
- Information on Award of Research Scholarship/Studentship
- Application Checklist
- Application Acknowledgement Letter
- Application Form
- Transcript Request Form
- 2 Referee Report Forms

How to complete the application forms

Application Form
Any omission of information required in the application forms or supporting documents will render the application void and should be avoided. Please complete the application form in English. All supporting documents, if not in English, must be accompanied by copies of the English translation of the documents.

Candidates who intend to apply to more than one Department must submit separate sets of application forms. Each set of application form should be accompanied by all the supporting documents.

Transcript Request Form
An official transcript of academic records is required from each university attended. You are responsible for requesting your transcript from the university concerned. Please use the transcript request form for this purpose. If you have attended more than one university, you should make photocopies of the transcript request form as required.

Transcript must be sent DIRECT by university and all other supporting documents must be CERTIFIED copies. Graduates from this University can submit certified copies of the official transcripts of their academic records with their applications. For foreign graduates, if you wish to submit your transcript together with your application form, the official transcript must be enclosed in a SEALED envelope with its flap bearing the security seal of the university and the signature of the Registrar or his representative.

Referee Reports
Recommendations from 2 academic referees are to be submitted by using the attached referee’s report forms. You should request your referees to return the forms in a SEALED envelope whose opening bear their signatures across it.

Application Acknowledgement Letter
The acknowledgement letter, with your name and address clearly printed or typed, should be returned with the completed application form.

TOEFL and GRE Scoresheets
Applicants can either:

(a) Submit TOEFL/GRE scoresheets certified by their universities with an original stamp; or
(b) Request the NUS department to certify their scoresheets if they are in Singapore; or
(c) Request ETS to send the scoresheets direct to the Department in which the research will be pursued in. Our institution code is 0677.

Where to send the forms
Please return the completed application forms and supporting documents to:

Physics Department
National University of Singapore
Kent Ridge
Singapore 119260.
ENTRY REQUIREMENTS

1. The normal minimum entry qualifications for admission to the master’s/doctoral research programmes are a good relevant bachelor’s degree (applicants who are NUS graduates should preferably have bachelor’s degree with honours at least at second class level) and/or master’s degree and the ability to pursue research in the candidate’s proposed field of advanced study.

2. All applicants must submit GRE scores. GRE subject tests scores are optional but will be helpful in the review of the application.

3. As the medium of instruction at NUS is in English, applicants whose native tongue or medium of undergraduate instruction is not English, should submit TOEFL/IELTS scores as evidence of their proficiency in the English Language. The minimum TOEFL score ranges from 550 to 600 while for IELTS, the score should be 6 and above. Applicants are encouraged to take the TSE (Test of Spoken English) and TWE (Test of Written English).

4. Applicants who are not residing in Singapore or would like to do their research in overseas institutions, must spend a period in residence in Singapore for a minimum of 6 months (master’s degree) or 1 year (doctoral degree) during his/her candidature.

5. The minimum and maximum period of candidature is as follows:-

<table>
<thead>
<tr>
<th>Research Programmes</th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master’s</td>
<td>1 year</td>
<td>3 years</td>
</tr>
<tr>
<td>Doctoral</td>
<td>2 years</td>
<td>5 years</td>
</tr>
</tbody>
</table>

Research candidates may be admitted as full-time or part-time students. The minimum and maximum periods of candidature are the same.

6. There are two intakes per academic year: one in January and the other in July. Application forms can be obtained from the respective departments. Please note that applications must be submitted to the departments by 15 May for the January intake, and by 15 December for the July intake respectively.

DEGREE REQUIREMENTS

1. Coursework requirements
Candidates pursuing higher degrees by research are required to attend and pass examinations in 2 courses for MSc and 4 for PhD. These courses are to be chosen in consultation with their thesis supervisor(s) and/or department(s).

2. Thesis/Dissertation
Candidates must submit, through the supervisor(s) and the Head of Department, his/her thesis/dissertation for examination within the maximum period of candidature. The thesis/dissertation must be on a topic approved by the respective departments and must make some contribution to knowledge and not be a mere collation of existing materials. The thesis/dissertation must contain original work or critical interpretation worthy of publication.

3. Any other additional requirements may be specified by the respective departments.
AWARD OF RESEARCH SCHOLARSHIP/STUDENTSHIP
(With effect from July 1996)

Eligibility
1. Applicants must be university graduates with at least a Class II Honours degree or equivalent and at the time of the award of the Research Scholarship/Studentship, must have applied for and been assured of admission as a candidate for a higher degree by research at this University.

Terms and Conditions of Award
2. The Research Scholarship/Studentship will take effect only after he/she has registered as a full-time higher degree student of the University. However, award of candidates who are currently employed will only begin after he/she cease to draw a salary from the current employer.

3. The Research Scholarship/Studentship will carry monthly emoluments in the range of S$1,200 - S$1,400. The amount payable to each scholar will be determined after taking into consideration the candidate’s qualifications, experience and other relevant factors.

4. The Research Scholarship/Studentship is tenable for one year in the first instance; but subject to the scholar’s satisfactory progress, it may be renewed annually. The maximum period of a scholarship/studentship will not exceed two years for Master’s candidates, and three years for Ph.D. candidates.

5. (i) The scholar may be required by the Head of Department concerned to assist the Department in teaching and performing other work of an academic nature (e.g. developing new experiments for teaching), subject to the following conditions:

(a) The total time spent on both teaching duties and departmental work must not exceed 400 hours per financial year (1 April to 31 March), and preferably not exceeding 10 hours a week;

(b) The assignment of teaching duties and departmental work would be subject to satisfactory progress in the Research Scholar’s thesis research, as judged by his supervisor and Head of Department;

(c) Emoluments for teaching duties and departmental work are to be based on S$40 per hour.

(ii) Except for 5(i) above, the scholar may not accept employment, whether or not he is remunerated, or hold concurrently any other scholarship, fellowship or other award without prior approval of the Deputy Vice-Chancellor.

6. The University reserves the right to terminate the Research Scholarship/Studentship:

(i) at any time without notice if the scholar’s progress is not satisfactory or for misconduct or any other similar causes;

(ii) at any time by giving one month’s notice in writing to the scholar without assigning any reason therefor.

7. If the Research Scholarship/Studentship is terminated under Clause 6 or if the scholar for any reason fails to obtain the higher degree for which the Research Scholarship/Studentship was awarded within the prescribed period or any extended period, the scholar must refund to the University an amount equal or either the full amount or half amount of the total emoluments received by the scholar under the Research Scholarship unless the University otherwise determines. The scholar shall be required to enter into an argument with the University in this regard.

General
8. The award of Research Scholarship/Studentship will be made by a Selection Committee comprising the Deputy Vice Chancellor as Chairman, and the Deans of the Faculties (or their nominees) as members.

9. The University does not provide any additional assistance towards travel or costs nor does it guarantee employment to the scholar on the successful completion of his/her higher degree candidature.

Waiver
10. The Vice-Chancellor may, in his discretion, waive any of the conditions of the Research Scholarship/Studentship scheme.
APPLICATION CHECKLIST

Please be reminded to include the following documents in your application:

For each course you apply, you should enclose……

☐ The completed Application Acknowledgement Letter

☐ The completed application form

☐ Supporting documents *(to be arranged in the following order)*

☐ Citizenship certificate

☐ Certified copy of Bachelor’s Degree transcript [English Translation] *

☐ Certified copy of Bachelor’s Degree certificate [English Translation] *

☐ Certified copy of Master’s Degree transcript – if applicable [English Translation] *

☐ Certified copy of Master’s Degree certificate – if applicable [English Translation] *

* These documents should be sent to us in SEALED envelopes with its flap bearing the security seal of the university and the signature of the Registrar or his representative.

☐ TOEFL/GRE scoresheets *(for applicants whose degrees are from the Universities where English is not the main medium of communication)*

☐ 2 Referee Reports *(these reports should be sent to us in SEALED envelopes whose openings bear the referee’s signature across it)*

☐ Copy of publication(s) - if applicable

☐ Other supporting documents *(photocopies of NRIC/Passport, membership of organisations, scholarships/awards received, etc)*

For Self-Finance applicants, to include the following:

☐ Documentary evidence of financial support in the form of a bank statement/a copy of recent payslip/letter of confirmation from a sponsor or documentary evidence of scholarship or other award obtained, must be enclosed.

We thank you for your assistance.
The University usually conducts the Research Scholarship overseas interview for foreign applicants. These interviews will be held in **February** (for July Intake) and **September** (for January Intake), at the following venues:

**P. R. China**
- Shanghai
- Beijing

**India**
- New Delhi
- Madras

For foreign applicants who are not residing in P.R.China or India, the University may arrange an interview for you at the **Singapore embassy of the country** in which you are residing.

Applicants from **P.R.China and India** are requested to complete the following details, indicating your preferred choice of interview venue.

**To be filled up by applicant:**

- **Name**: __________________________________________________
- **Degree applied**: ____________________________________________
- **Department applied**: ________________________________________

**Choice of Venue:**

- **1st Choice**: _______________________________________________
- **2nd Choice**: _______________________________________________

Please note that applicants may not necessarily get their preferred choices.

We will send you the notification of the date, time and venue of interview to your postal address sometime in **January** (for July Intake) / **August** (for January Intake). You should, therefore, inform us of any change in your postal address.

Please attach this form together with your application materials. Thank you.
APPLICATION FOR HIGHER DEGREE (BY RESEARCH) &/OR RESEARCH SCHOLARSHIP

This is to acknowledge receipt of your application for the above.

Please submit the following documents marked with ( √ ) by ________________________________.

[ ] Certified copy of Transcript(s) of your Bachelor’s and/or Master’s degree (English Translation)
[ ] Certified copy of Graduation certificate(s) of your Bachelor’s and/or Master’s degree (English Translation)
[ ] One/Two Referee Report(s)
[ ] Original or certified copy of your TOEFL/GRE scoresheet(s)
[ ] A copy of NRIC/Passport/Re-Entry Permit (for Permanent Resident)
[ ] Other document(s): ________________________________
[ ] Please return this letter together with the required documents.

We will process your application (after receiving the above documents, if applicable) and you will be informed in writing of the outcome once a decision has been made. Due to the large number of applicants seeking admission, we regret that no telephone enquiries will be entertained. We will notify you on the result of your application by May / October.

For Head
Department of ________________________________
This is a blank page.
# Application for Higher Degree and/or Research Scholarship

**To be completed by Applicant**

<table>
<thead>
<tr>
<th>Name of Applicant</th>
<th>(as it appears in NRIC/Passport and underline Surname/Family name)</th>
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<tr>
<th>Source of Advertisement</th>
<th>(How did you come to know about the NUS Research Scholarship? Please quote source of advertisement, if applicable)</th>
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### Degree Applied For

(Please tick √ in the relevant box)

- Master of Science (MSc)
- Doctor of Philosophy (PhD)

### Type of Programme

(Please tick √ in the relevant box)

- Full-Time
- Part-Time

### Financial Assistance

(Please tick √ in the relevant box)

- Research Scholarship (Recipients of Research Scholarship must be Full-Time students)
- Self-Finance (Documentary evidence of financial support must be enclosed)

### Department Applying To

(Please tick √ in one box only)

- Biological Sciences
- Mathematics
- Chemistry
- Pharmacy
- Computational Science
- Physics
- Materials Science
- Statistics & Applied Probability

If you intend to apply to more than one department, please submit a separate application form, together with another set of supporting documents.
[ 1 ] PERSONAL PARTICULARS

Name (Mr / Ms) : ____________________________________________

Home Address : ____________________________________________

Postal Address : ____________________________________________

Tel No (Home) : ( ) __________________ Age : ________ Sex : Female / Male

Tel No (Office) : ( ) __________________ Date of Birth (D/M/Y) : __________________

Fax No : ( ) __________________ Place of Birth : __________________

NRIC/Passport No. : __________________ Date & Place of Issue : __________________

Email Address : ____________________________________________

Ethnic Group : ____________________________________________

Citizenship (Please tick √ in the relevant box)

[ ] Singaporean [ ] Malaysian [ ] India

[ ] Singapore PR [ ] P R China [ ] Others (Specify _________________)

Type of NRIC (Please tick √ in the relevant box)

[ ] Singapore Pink [ ] Malaysian Blue [ ] Not Applicable

[ ] Singapore Blue [ ] Malaysian Pink

NS - Singaporean Only (Please tick √ in the relevant box)

[ ] Completed (ORD : ___________ ) [ ] Disrupted [ ] Not Applicable

[ ] Serving (ORD : ___________ ) [ ] Exempted

Marital Status (Please tick √ in the relevant box)

[ ] Single [ ] Separated [ ] Widowed

[ ] Married [ ] Divorced [ ] No. of children __________________

Name (Mr / Ms) : ____________________________________________________________

Home Address : ____________________________________________________________

________________________________________________________________________

Relationship : ___________________________ Tel No (Home) : (     )_________________

Occupation : ___________________________ Tel No (Office) : (     )_________________
### WORK EXPERIENCE, INCLUDE PRESENT OCCUPATION

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<th>To</th>
<th>Name &amp; Location of Organisation</th>
<th>Title</th>
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If currently employed, please indicate how you propose to pursue your programme of study here full-time if awarded a Research Scholarship.

- [ ] Intend to apply for study leave
- [ ] Intend to resign from job
- [ ] Any other form of financial support

Others, please specify ____________________________

from employer


### LANGUAGES

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<thead>
<tr>
<th>Languages</th>
<th>Fair</th>
<th>Good</th>
<th>Excellent</th>
<th>Fair</th>
<th>Good</th>
<th>Excellent</th>
<th>Fair</th>
<th>Good</th>
<th>Excellent</th>
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### TOEFL/GRE/GMAT SCORES

<table>
<thead>
<tr>
<th>Test</th>
<th>Score</th>
<th>Test Date</th>
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<td>TOEFL</td>
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<td>GRE</td>
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<tr>
<td>GMAT</td>
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</table>
[9] PUBLICATIONS

Number of Papers:

- International Journals

- Local Journals

- Books

- Proceedings

(List Papers Below)
Number of Conferences:  
- Attended  
- Poster Presentation  
- Oral Presentation

(List Papers Below)

Proposed Research Area:

Proposed Thesis Title:

Significance and Aims of Project (attach a separate sheet if necessary):

Proposed Supervisor(s):

Research project worked out with proposed supervisor?

Yes [ ] No [ ]

[12] OTHER INFORMATION

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

Yes [ ] (Please give details below)

Programme(s) applied for:

Year of application:

Outcome of application: Successful / Rejected (please delete accordingly)

(b) Will you be receiving financial support from other sources apart from NUS?

Yes [ ] (Please give details below)

Name of award:

Period of award:

Length of Bond (if any):

(c) Do you still wish to be considered for admission if your research scholarship application is unsuccessful?

Yes [ ]

No [ ]
[13] REFEREES

Name : ____________________________ Title : __________________
Occupation : ______________________ Email Address : _____________
Address : ______________________________________________________

Name : ____________________________ Title : __________________
Occupation : ______________________ Email Address : _____________
Address : ______________________________________________________

[14] DECLARATION

I affirm that all statements made by me on this form are correct. I understand that any inaccurate or false information (or omission of material information) will render this application invalid and that, if admitted and awarded a Research Scholarship on the basis of such information, my candidature can be terminated and I can also be subjected to any penalty dictated by the rules of the Research Scholarship.

Signature : ____________________________ Date : ______________________
TRANSCRIPT REQUEST FORM

To : The Applicant

Please complete this section of the form and send it to the Registrar (or relevant person-in-charge) of the University from which you are requesting your transcript.

Applicant’s Name : ................................................................. Date of Birth : ..................................................

Applicant’s Address : ........................................................................................................................................

University : ......................................................................................................................................................

Date of Enrolment : From ..................................................... To ............................................................

Field of Study : ................................................................................................................................................

Degree and Date of Conferment : ........................................................................................................................

To : The Registrar / Person-In-Charge

1. The person whose name appears above is applying for our research scholarship and for admission to our higher degree programme.

2. The application cannot be considered without an official academic record submitted by your University. This transcript must bear the stamp of your University and the name and signature of the Registrar or authorised person.

3. Subject to the rules governing your University, the transcript should include:

   (a) Date of enrolment;
   (b) A list of all subjects taken (with dates), and the grades obtained in each subject;
   (c) Title of degree awarded and date of conferment;
   (d) Rank in class;
   (e) Interpretation or explanation of the grades, marks or scores.

4. If the transcript is in a language other than English, please provide an official translation.

5. Please send the official transcript together with this form to the applicant in a sealed envelope whose opening bear SECURITY SEALS used by the university/college to :
This is a blank page.
CONFIDENTIAL REPORT ON GRADUATE APPLICANT

Name of Applicant : ________________________________
Degree Applied for : ________________________________
Department Applied for : ________________________________

The person named above is applying for a research scholarship to undertake research reading to a degree. The Division of Research & Graduate Studies, Faculty of Science would appreciate your personal assessment of the candidate’s intellectual ability, character and potential. All information provided will be treated in confidence.

1. How long have you known the candidate and in what capacity?

☐ < 1 yr
☐ 1 - 5 years
☐ > 5 years

2. Among the students at a similar level, how would you rate the applicant?

☐ Exceptional (highest 5%) ☐ Average (next highest 25%)
☐ Outstanding (next highest 5%) ☐ Below Average (lowest 50%)
☐ Above Average (next highest 15%) ☐ Unable to Judge

3. How would you rate the applicant's proficiency in English?

Reading :          Spoken :
☐ Excellent
☐ Good
☐ Fair
☐ Poor
☐ Excellent
☐ Good
☐ Fair
☐ Poor

4. What is your recommendation concerning admission?

☐ The applicant has my highest recommendation.
☐ I recommend the applicant with confidence.
☐ I recommend the applicant with some reservation.
☐ I do not recommend the applicant.
Thank you for providing this report.

Referee's Name : ____________________________________________

Designation : ________________________________________________

Address : __________________________________________________

                                                                

Signature : ___________________________  Date : ________________
CONFIDENTIAL REPORT ON GRADUATE APPLICANT

Name of Applicant : ____________________________
Degree Applied for : __________________________
Department Applied for : _______________________

The person named above is applying for a research scholarship to undertake research reading to a degree. The Division of Research & Graduate Studies, Faculty of Science would appreciate your personal assessment of the candidate’s intellectual ability, character and potential. All information provided will be treated in confidence.

1. How long have you known the candidate and in what capacity?

[ ] < 1 yr  [ ] 1 - 5 years  [ ] > 5 years

Capacity: __________________________________________

2. Among the students at a similar level, how would you rate the applicant?

[ ] Exceptional (highest 5%)  [ ] Average (next highest 25%)
[ ] Outstanding (next highest 5%)  [ ] Below Average (lowest 50%)
[ ] Above Average (next highest 15%)  [ ] Unable to Judge

3. How would you rate the applicant's proficiency in English?

Reading:

[ ] Excellent  [ ] Good  [ ] Fair  [ ] Poor

Spoken:

[ ] Excellent  [ ] Good  [ ] Fair  [ ] Poor

4. What is your recommendation concerning admission?

[ ] The applicant has my highest recommendation.
[ ] I recommend the applicant with confidence.
[ ] I recommend the applicant with some reservation.
[ ] I do not recommend the applicant.
5. Personal report on applicant

Thank you for providing this report.

Referee's Name : 

Designation : 

Address : 

Signature : 
Date : 

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DEPARTMENT INFORMATION

• Department of Biological Sciences
  Fax : (65) 779 5671
  Email : dbshead@nus.edu.sg

• Department of Chemistry
  Fax : (65) 779 1691
  Email : chmxugq@nus.edu.sg

• Department of Computational Science
  Fax : (65) 774 6756
  Email : cscsec@nus.edu.sg

• Department of Materials Science
  Fax : (65) 776 3604
  Email : mashead@nus.edu.sg

• Department of Mathematics
  Fax : (65) 779 5452
  Email : postgrad@math.nus.edu.sg

• Department of Pharmacy
  Fax : (65) 779 1554
  Email : phagoml@nus.edu.sg

• Department of Physics
  Fax : (65) 777 6126
  Email : physec@edu.nus.sg

• Department of Statistics and Applied Probability
  Fax : (65) 872 3919
  Email : stasec@nus.edu.sg