

DISCOVERNUS

Timeline & Tasks for the Undergraduate Semester at NUS

Nominations for the January 2023 intake are due 30 August 2023

Home university coordinators must provide details about nominated students by completing the spreadsheet we will provide and attaching nominee CVs no later than 30 August 2023.

Note:

The name of the nominee must match their name in their passport. Otherwise we will not be able to identify them on the Exchange Application.

The email address you provide for a nominee must be a university email address and must match the email address that the student uses to interact with NUS. This will allow us to match the record you provide with information we will need from admitted students.

Students must select two Areas of Study. These areas of study are not guaranteed due to limited capacity. We will try our best to assign the student to the Faculty or School that most closely matches their selected Area of Study.

We will provide you with a list of admitted DiscoverNUS nominees on 8 September 2023. Admitted students must then submit an exchange application (a formality, but a necessary one), followed by applications for student housing and a student visa. For students with demonstrated financial need, there will also be an application for financial support for on-campus housing. As these funds are limited, please be aware that student and family financial information will be required to establish the need for housing support.

Period to Complete an Exchange Application – 8-22 September 2023

Although this is not an exchange programme (DiscoverNUS students will not exchange places with NUS students), DiscoverNUS students must complete an exchange application so that they can become registered students – with an **NUS ID #** - on the NUS campus. Completion of this application is necessary so that your students can choose the courses they want to take at NUS, apply for housing, and apply for student visas (and to be invited to special events and gatherings together with exchange students!). Home university coordinators should instruct admitted students to submit an exchange application between 8-22 September 2023 at <https://myapplications.nus.edu.sg>.

Notes:

- Students should register a new user account using their university email address (i.e., the address submitted by the home university coordinator as part of the nomination, and NOT a personal email)
- Select "**University-level**" for their specialisation/level of study in their application
- Students need to **specify 8 course choices** for submission with their application
- Students who wish to be considered for **on-campus housing** must **indicate their interest** in their application
- Refer to this [link](#) for more information.

Course Selection

DiscoverNUS students will be considered non-graduating, [non-exchange \(NGNE\) students](#). Refer to the [NG Course List](#) for the list of modules open to NGNE students. (NUS Semester 2, 2024 courses will be updated closer to the start of Semester 2 exchange application.)

Notes:

- Students must **check the pre-requisite requirements** for all courses they request. They will be denied enrolment in courses for which they do not meet pre-requisite requirements.
- Students should select Level 1000 – 3000 courses. Please note that Level 4000 honours courses have very limited quotas, so it is highly competitive to enrol into them. We strongly recommend students stick to Level 1000 – 3000 courses. NGNE students will not be considered for Level 5000 – 6000 graduate courses.
- Law courses are extremely limited and only offered to a very selected group of NGNE students.
- Course enrolment is **subject to availability**; there is no guaranteed enrolment into any course. We recommend that students **prepare some back-up courses** in the event of oversubscription or timetable clashes.
- More information can be found [here](#), although not all applies to DiscoverNUS students. Course Related Matters, and Miscellaneous Fees (under fees) are relevant, and a link to the exchange application portal is also here.

Immigration & Insurance

DiscoverNUS students need to **fulfil the vaccination requirements for holding a Student's Pass**. Refer to the question: "*What combinations of vaccine doses do I need to fulfil the vaccination requirements for Long Term Pass Holders?*" at the Singapore's Ministry of Health [website](#).

DiscoverNUS students are covered under the [NUS Medical Insurance Scheme](#). Students are strongly encouraged to purchase supplemental travel insurance to ensure they are adequately covered during their time abroad.

Student's Pass

NUS Registrar's Office will send the Student's Pass application instructions to students who have accepted the NUS admission offer.

Notes:

- Students must login to Singapore Immigration ICA's application portal to complete their Student's Pass application.
- Prepare the [documents required](#) in advance
- Monitor the application status regularly as you will be required to upload documents and make payments at different junctures of the application process on the portal within the deadlines stipulated by ICA. Failure to do so will result in your Student's Pass application being withdrawn.
- Once the application is approved, you will be issued an IPA letter for entry to Singapore. For students from a [visa-required country](#), the IPA letter also serves as a single-entry visa to enter Singapore.
- Complete the Student's Pass formalities after your arrival to Singapore. We will share information on how to book an Offsite Enrolment Exercise (OSE) appointment at NUS.

Accommodation

DiscoverNUS students will receive priority for on-campus housing. Students interested in exercising this priority **must complete the housing application by the deadline, which we will share with you along with the list of admitted students.** There is high demand for student on-campus housing in Singapore. Failure to submit a housing application by the deadline may mean a student is not offered housing. A student who wishes to apply for need-based financial support for housing will be asked to provide financial information about his/her family, as well as supporting documentation. We will provide details at the appropriate time.

Students may also seek off-campus housing. Useful resources for off-campus accommodation*:

- [Off-campus accommodation](#)
- [Students' testimonials with off-campus housing](#)
- [List of Private Student Hostels](#)
- Other resources shared by inbound students*:
 - [Flat and Flatmates in Singapore \(Facebook group\)](#)
 - [West Coast Village Residences](#)
 - <https://www.airbnb.com.sg/>
 - <https://www.metroresidences.com/>
 - <https://www.universityliving.com/singapore/city/singapore>
 - <https://www.nestpick.com/student-accommodation/singapore/>
 - <https://cove.sg/student-accommodation>
 - <https://www.novenahall.com.sg/>

**Kindly note that these external sites and providers are not affiliated with NUS and the list is meant to be a helpful resource for students as they plan their accommodation for their exchange.*

DiscoverNUS & NUS ASEAN Master's Scholarship Programme

Instructions for Home University Coordinators

This document is intended to provide instructions for individuals who are coordinating DiscoverNUS and the NUS ASEAN Master's Programme at an NUS partner university. Please read these instructions carefully *each semester* before beginning the process.

Structure

This is a two-part programme comprising an undergraduate semester at NUS called "Discover NUS", and a scholarship opportunity for an NUS master's degree.

PART 1 DiscoverNUS

DISCOVERNUS

This programme brings students from our partner universities in Southeast Asia to study for one semester at NUS. Each academic year we will accept up to 10 students from your university to be part of DiscoverNUS. These students will receive a full tuition fee waiver. They may also be eligible for financial support to cover on-campus housing costs, which will be awarded based on demonstrated need.

Please note that **this is not an exchange program**; NUS students will not exchange places with your DiscoverNUS students.

After their semester at NUS, your students will return to their home institution to complete their undergraduate degrees.

More details on [Page 3](#).

PART 2 NUS ASEAN Master's Scholarship Programme

Students who participated in DiscoverNUS may, during their final undergraduate year, apply for a one-year master's degree at NUS. Of those who apply, NUS will award up to 5 students from each university full tuition scholarships.

For both parts of the program, accepted students will have priority for subsidized on-campus student housing. Students are financially responsible for getting themselves to Singapore and for other academic and personal expenses while at NUS.

Please note that nomination for the undergraduate semester and subsequent application to a master's programme do not come with guarantees of admission. NUS reserves the right to evaluate nominees/applicants and determine whether to admit, based on both the strength of the nominee/applicant's record and the availability of space in the specific programme.

Please refer to [page 5](#) for more details.

DiscoverNUS

Nomination Process

Each partner university may nominate up to 8 students each for the Fall and Spring semesters (16 in total) to come to NUS to study for one semester during their third year of undergraduate studies. Of these, NUS will select up to 5 students each semester. Students not selected to come to NUS in Semester 1 are welcome to try again in Semester 2.

Our partner universities in Malaysia may each nominate up to 15 students for the Fall semester. This is because conflicting university calendars make it impossible for their students to come to NUS for the Spring semester.

NUS will choose up to 10 students per institution every academic year.

Choosing Nominees

For the undergraduate semester of study at NUS, we require two things for each participant:

1. A nomination from the student's home university. You should select students who have a track record of strong academic performance at both high school and university levels, who have been involved in co-curricular activities and/or community service, and who have demonstrated leadership. Nominees should be interested in an international experience and identify a course of study at NUS that is appropriate for their field of study and interest. And while it's early days, your nominees should be students you think will be potentially interested in pursuing a pre-experience master's at NUS. Instruction at NUS is conducted in English; students must be proficient in English.
2. A CV. The nominee's CV should provide evidence of the qualities identified above. Please work with your students to ensure that their CVs present as much information as possible about their accomplishments, activities, and interests, in a polished and error-free fashion. A nominee's CV is the way we learn more about your nominees. CVs should include:
 - Education, including name of high school and high school GPA, as well as current university GPA
 - Work, leadership, and volunteer experience
 - Extracurricular activities (clubs, sports, etc.)
 - Academic awards or scholarships from high school and university
 - Demonstration of English proficiency (e.g. TOEFL/IELTS)
 - Additional useful information, if available, for example languages (both foreign languages spoken or proficiency in any programming languages), or special talents or interests.

Admitted DiscoverNUS students will take regular NUS classes, alongside NUS and Student Exchange Programme students. We encourage the academic advisors at our partner universities to work with their students to ensure they select courses appropriate to their degree programmes and for which they have fulfilled any prerequisite requirements.

Academic advisors should also gather any information necessary to facilitate credit transfer.¹ Upon completion of the semester-long portion of the programme, students may request an official copy of their NUS transcript.

Eligibility

¹ If your university wishes to have a formal arrangement for the transfer of credit, please prepare a draft agreement stating that your university will recognize classes taken by scholarship students during their study at NUS. NUS will be pleased to review and sign an agreement as necessary.

Eligible nominees will be in their 3rd year of a 4-year programme or the 4th year of a 5-year programme when they arrive at NUS. They may come for either the first or second semester. *Eligible students will have one year of study to complete at the home university after DiscoverNUS.*

Technicalities

Please make sure you fill out the excel form completely, and upload student CVs no later than the stated deadline.

Acceptance into the Programme

We will conduct the review process after we receive the completed spreadsheet and CVs from all your nominees and will send you the list of admitted students. You are responsible for notifying your nominees of the outcome and passing along further instructions, including how to accept the admission offer. Please find more detail in *Timeline & Tasks for the Undergraduate Semester at NUS*.

Admitted students must complete a student exchange application form. This formality allows to students to choose their courses, apply for on-campus housing, and apply for a student visa.

DiscoverNUS students will be considered non-graduating, non-exchange ([NGNE](#)) students.

Additional Notes

Students should not contact us directly until they have been accepted into the programme. Prior to acceptance, student inquiries should come through you. Students who have been accepted may contact us with questions or concerns.

We cannot consider appeals that come directly from a student. If a nominee is not accepted and wishes to appeal, they must work with you, and present new and/or additional information that you believe may change the outcome. In other words, you – as the university coordinator – must support any appeal and pass the relevant information and documentation to us.

NUS ASEAN Master's Scholarship Programme

The Master's Programme

We encourage your students who have participated in DiscoverNUS to apply for a one-year master's program at NUS. Successful applicants admitted into a master's programme will be given a full tuition scholarship, and access to on-campus housing at subsidised rates. Admitted students may be asked to pay an acceptance fee to secure their slot. The acceptance fee will be refunded upon matriculation into the programme. Students who do not matriculate into the programme will forfeit any such fee.

More information about the NUS ASEAN Master's Scholarship Programme will be posted in due course.

After Acceptance

Admitted students (for both the undergraduate and Master's portions of the programme) will receive instructions about choosing courses and applying for housing and a student visa.

Please make sure your students understand that admission into either part of the programme does not entitle them to stay beyond the period of study or to seek employment in Singapore. NUS has no authority to extend student visas or to grant work visas.

If you have questions at any time during the process, please do not hesitate to contact us at pvomjg@nus.edu.sg.