



FASS Pre-Departure SEP Briefing for Semester 1 AY2011/12

Venue: LT9

Day: 8 July 2011, 1000 to 1200



FASS Helpline

**Student Exchange/ Overseas Educational
Programmes-Admin/ Logistic/ Academic Advice**

Email: studyabroadfass@nus.edu.sg

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**Vice-Dean for International
A/P Robbie Goh**



FASS Helpline

**Student Exchange/ Overseas Educational
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Consultation Hours



How to carry out module mapping?

- For FASS related modules where a discipline can be found, write to SEP coordinator
- [Module Reporting Form](#)
- [List of SEP Coordinators](#)
- For FASS related modules where a specific discipline cannot be found, email to [Study Abroad@FASS](mailto:StudyAbroad@FASS)
- Approval timeline for approval: 1 month
- For non-FASS modules, email to [Study Abroad@FASS](mailto:StudyAbroad@FASS)
- Approval sought from other faculties.
- Approval timeline for approval: 1 to 2 months



How to carry out module mapping?

Business-related courses:

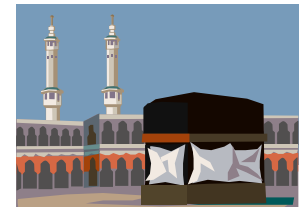
Module Mapping for Business Courses/Modules

- Check under Selected Students for the Master Module List
 - Print a copy of the approved course
 - NO need to seek additional approval from FASS
-
- **No need** to submit to Dean's Office
 - **Keep copies** for your own record
 - Change of modules to read once abroad



How to carry out module mapping?

- CNM SEP coordinator will not map modules once students return to NUS. Please ensure that your mapping is done before you complete your exchange.
- Many Departments do not map level 4000 modules such as History, Soci, PS, Econs etc.
- Economics do not map essential/core modules, regardless of level.



How do NUS compute the credits that I earn overseas?

- Equivalency of credits btw Partner Universities and NUS
- Exchange rate of credits- [MC Ratio](#)
- Normal semester load at partner university= normal semester load at NUS
- **IMPT: In order to bring the full 20 MC back to NUS, you MUST complete the specified number of credits at the partner university. Non-negotiable.**
- **If you read additional credits in any category, it cannot be used for another.**
- **Eg. If you read more SC credits than you need for your major, the additional MC cannot be put in UE or breadth or anything else other than your major.**

How do NUS compute the credits that I earn overseas?

- Exchange rate of credits- [MC Ratio](#)
- What does this mean?
- **Ratio between the number of credits/units that it requires for a student in that partner university to complete his degree and MCs required at NUS to complete your degree**
- E.g. Copenhagen (European University)
 - 30 ECTS = 20 MC
- Chinese/ Taiwan Universities
 - Will mean need to read more than 5 modules (as each course attract only 2 to 3 credits)



How do NUS compute the credits that I earn overseas?

University of Copenhagen

Module A, B and C and D= 30 ECTS

	NUS MC	Dummy codes
Module A- 10 ECTS- major	(7 MC) 8 MC	EC3741, EC3742
Module B- 6 ECTS- major	(4 MC)	EC2743
Module C- 4 ECTS- UE	(3 MC) 4 MC	SC3741
Module D- 8 ECTS- major	(5 MC) 4 MC	EC3332
Module E- 2 ECTS- major	(1 MC) 0 MC	EC2711

Major= 16 MC, UE= 4 MC

How do NUS compute the credits that I earn overseas?

Boston University

Module A, B and C and D= 16 credits

	NUS MC	Dummy codes
Module A- 4 credits- major	(5 MC)	EC3741, EC3711
Module B- 4 credits- major	(5 MC)	EC2322, EC2711
Module C- 4 credits- UE	(5 MC)	SC2741, SC2711
Module D- 4 credits- UE	(5 MC)	SC3741, SC3711

Major- 10 MC, UE- 10 MC

How do NUS compute the credits that I earn overseas?

Boston University

Module A, B and C and D= 16 credits

	NUS MC	Dummy codes
Module A- 4 credits- major	(5 MC)	EC3741
Module B- 4 credits- major	(5 MC)	EC2741
Module C- 4 credits- major	(5 MC)	EC2742, EC2743
Module D- 4 credits- UE	(5 MC)	SC3741, SC3712

4 MC

Major= 16 MC, UE= 4 MC

Advice on Choice of Courses Overseas

- Focus on 1 or 2 categories of your degree requirements
- Do not do half load!!!!
- And credits earned for one category **CANNOT** be used to meet degree requirement of another.
- Eg. Additional credits earned in your major cannot be used for UEs



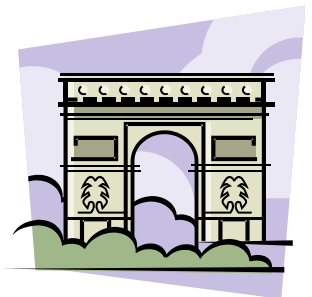
Advice on Choice of Courses Overseas

Other things to note:

1. Restrictions on the number of modules read
2. Governed by the SEP agreement
3. Please adhere to partner universities' restrictions

Implications:

May need to overload on modules upon return



Leave of Absence/ Withdrawal of SEP

- LOA- automatic update by RO
- Formal process for withdrawal
 - Write to [Study Abroad@FASS](mailto:StudyAbroad@FASS) with reasons
 - No waiver of admin fee except for documented medical cases



Returning Late to NUS

What to do?

- Ask to sit for examination early
- Assignments in lieu of examination
- Note: you can request this from the partner university but it is completely at their discretion.

If cannot come back early, how?

1. Apply for online Leave of Absence
2. Inform Department
3. Get written approval from module coordinators



Transcript

- Request for it from your partner university before you leave
- Contact details of the person in charge of transcripts
- Timeline
- Follow up



Transfer of Credit Rules

Maximum Number of credits transferable:

Note:

Max number of non-graded credits: Transferred overseas credits (TOC) + Advanced placement credits (APC) + S/U credits

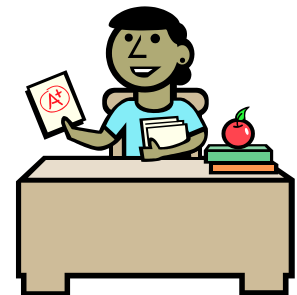
Rules:

- Degree requirements < 160 MC, lower of 80 MC or 50% of degree requirements
- E.g. BA- 120 MC, therefore only 60 MC can be earned from TOC/ APC/ S/U credits
- Degree requirements \geq 160 MC, 50% of degree requirements
- Up to a max of 8 MCs for minor requirements.
- If maximum MCs exceeded, make up by reading graded modules required for graduation.
- No exception!

Transfer of Credit Rules

As long as you receive a passing grade and obtain credits from the partner university, you can transfer credits.

Key: Credits must be given by the Partner University



How do I do Credit Transfer?

NOT AUTOMATIC!!!!!!

What do you need to do?

1. Transfer of credit form
2. copy of your transcript (you may use result slips*)
3. approved module mapping forms or emails approval of module mapping

Must be submitted to the Dean's Office c/o Ms Chan at least one month before the start of examinations in the semester when you are back at NUS.

* Caveat: if the result slip has no logo of the university, it is not viable. But we will still want a copy of the transcript when you receive it. We also encourage students to print a copy of the online result slip and keep as a record in case the transcript is late in reaching.



How do I do Credit Transfer?

NOT AUTOMATIC!!!!

What do you need to do? For MPE/ CORS Bidding

Problems:

- Pre-requisites not reflected in academic records
 - ✓ Resulting in MPE exercise and CORS bidding issues
- What if you just got back and you only have your results slop and you have yet to do your credit transfer?
 - Scenario 1: you have done pre-requisite courses while on exchange and want to be allocated the next-level module during MPE
 - *Go to the Departments to show them what you have done in terms of pre-requisite for MPE and the Departments will decide if they will waive the pre-requisite for MPE.*

How do I do Credit Transfer?

NOT AUTOMATIC!!!!

What do you need to do? For MPE/ CORS Bidding

Problems:

- Scenario 2: you have done the required 20 MC while on exchange and want to be able to bid for level 4000 modules in round 1 A and 1 B in semester 1 AY2011/12 but you are not ARS4 or SOC4 yet
 - *Go to the Department with your printed result slip and approved module mapping forms and request for waiver so that you can bid for level 4000 modules in round 1A and 1B when bidding for CORS starts in semester 1 AY2011/12.*
- Please note that this appeal is at the Department's discretion and there is no guarantee that the waiver will be given.
- Also if you have not received your result for your exchange, this appeal will not be possible.

Health and Safety Abroad

<http://www.nus.edu.sg/iro/nus/students/res/safety.html>



- False sense of security
- Alertness to danger
- Sensible behaviour
- Law-abiding
- **MISUSE OF DRUGS ACT (CHAPTER 185) Section 8 A**
 - **Consumption of drug outside Singapore by citizen or permanent resident**
8A. —(1) Section 8 (*b*) shall have effect in relation to a person who is a citizen or a permanent resident of Singapore outside as well as within Singapore where he is found as a result of urine tests conducted under section 31 (4) (*b*) to have smoked, administered to himself or otherwise consumed a controlled drug or a specified drug.



Pre-Departure Checklist

- Access your NUS account from time to time
- Singapore consulates in the various countries
- Ambassador of NUS



FAQ



Faculty SEP

Questions?

