

# FASS OPAS Internal Offer Briefing

Date: 15 November 2012

Time: 6.30 to 7.30 pm



**NUS**  
National University  
of Singapore



# FASS Helpline

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Academic Advice

Dr Lim Boon Tiong, Assistant Dean

# Application and Selection Process



## Internal Offer Email

- Documents to complete the SEP application after acceptance of Internal Offer
- Please adhere to the deadline so that processing is not delayed (21 Nov/ 17 Dec)
- Items required to complete your SEP application

# Application and Selection Process

## University of California Education Abroad Program Application Process

<http://eap.ucop.edu/ReciprocalExchanges/Pages/Undergraduates/ApplyUndergraduates.aspx>



# Application and Selection Process

- Acceptance of internal offer
- PLEASE GO INTO OPAS TO ACCEPT OR REJECT THE OFFER. PLEASE DO NOT DO NOTHING.
- **Caution: Think long and hard before you accept the internal offer; admin fee of \$300 applies if you withdraw after internal offer acceptance.**
  - Lack of modules and inability to map modules
  - Lack of financial ability



# Application and Selection Process

## Internal Offer Email

### – Some of your common questions

- I tried to search on the PU website but cannot find the application form, what should I do?
- If PU asked for 2 recommendation letters on their application form, do I need to provide 4 letters?
- How should I go about getting the bank letter? Is it the same as bank statement? Do I have to pay? Why do I need to provide this letter?



# Application and Selection Process

## Internal Offer Email

- Some of your common questions
  - If my sponsoring organisation is already sponsoring me, do I still need the bank letter?
  - What if I do not have sufficient funds at this point to produce the bank letter?
  - What is a certification of enrolment?
  - How shall I get my transcript?
  - What does a copy of passport page mean?



# Application and Selection Process

## Internal Offer Email



- Some of your common questions
  - The partner university's application form required signature from my exchange coordinator, what should I do?
  - The partner university ask for a study plan/ course selection/ registration form. Do I need to get module mapping from the SEP coordinators at this point ?
  - If the PU asked me to send the documents to them directly on their website, should I do so?



# Application and Selection Process

## Internal Offer Email

- Some of your common questions
  - Do I need to produce proficiency of English for the partner university?
  - If the partner university requires a medical report or X-ray, do I have to include this in my application materials?



# Application and Selection Process

- Faculty then send your SEP documents to RO
- RO process and forward to PU
- PU will then send an acceptance package either directly to you or through Registrar' Office
- It may take months for PU to complete the process.
- Please only check with us if you still have not heard from the PU (2 months prior to the start of your semester at the PU)

# Application and Selection Process

## Withdrawal Process

- Write formally to Assistant Dean c/o Study Abroad Query
- Please do not assume that withdrawal is automatic because you did not submit the relevant SEP documents
- Come start of semester, you will not be able to participate in CORS to register module as your status is “ On Student Exchange”



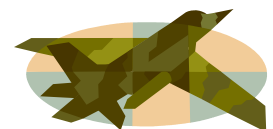
# Key Questions to Answer

**What type of modules can you read on SEP?**

**Major modules\*, UE, Breadths, GEMS and modules towards your minor**

Criteria for credit recognition:

- a. Must pass module and credits earned from PU
- b. Must be of certain academic rigor
- c. Must be approved by the SEP coordinator from the relevant discipline
- d. Must achieve a pass grade in the partner university's grading system
- e. Minor only 8 MC overseas credit



# Key Questions to Answer

## Module Mapping

- How does module mapping work?
- When do you do this?
- How does equivalency of MC/ credit exchange work?
- What happens if there are changes to the modules when I get to the partner university?
- Are there restrictions on module mapping?
- How long does it take for approval?

# Key Questions to Answer

## How does module mapping work?

- Module mapping/Study Plan Form
- For FASS related modules
  - 1 form per module
  - Fill in details and send it to SEP coordinators
  - based on discipline
  - For language module mapping: CLS Language Module Mapping
  - Will take up to one month

# Key Questions to Answer

## How does module mapping work?

- Module mapping/Study Plan Form
- For non-FASS related modules
  - 1 form per module
  - Fill in details and send it to FAS Study Abroad Enquiry
  - Forwarded to the relevant Faculty administrator
  - Make sure that you have an equivalent NUS module code for the mapping on the form
  - Will take at least 1 month before approval

## Key Questions to Answer

### How does module mapping work?

- For Business-related modules, you can first check this [website](#) for pre-approved modules
- If it is already pre-approved, no need for additional approval.
- Just print the page and use it as a record.

### When do you do module mapping?

- When your modules are confirmed by the partner university
- Before you leave for exchange



# Key Questions to Answer

## How does equivalency of MC/ credit exchange work?

- Equivalency of credits btw Partner Universities and NUS
- Normal semester load at partner university\* = normal semester load at NUS ie 20 MC
- MC Exchange Ratios

\* for their students which may be different for exchange students

# Key Questions to Answer

**How does equivalency of MC/ credit exchange work?**

**Example**

**For Peking University, 15 credits= 20 MC so therefore if you read 17 credits= 23 MCs.**

**You can read more credits if you want, you get to bring back more MCs.**

**If you read less, you will also bring back less MC. Please be aware of the implication of this.**

# Key Questions to Answer

University of Copenhagen

Module A, B and C and D= 30 ECTS

	NUS MC	Dummy codes
Module A- 10 ECTS- major	<del>(7 MC)</del> 8 MC	EC3741, EC3742
Module B- 6 ECTS- major 1MC	<del>(4 MC)</del>	EC2741
Module C- 4 ECTS- UE	<del>(3 MC)</del> 4 MC	EC3743
Module D- 8 ECTS- major 4 MC	<del>(5 MC)</del> 1 MC	SC3741
Module E- 2 ECTS- major	<del>(1 MC)</del>	EC2711

**Major= 16 MC, UE= 4 MC**

# Key Questions to Answer

**Boston University**

**Module A, B and C and D= 16 credits**

	<b>NUS MC</b>	<b>Dummy codes</b>
<b>Module A- 4 credits- major</b>	<b>(5 MC)</b>	<b>EC3741, EC3711</b>
<b>Module B- 4 credits- major</b>	<b>(5 MC)</b>	<b>EC2741, EC2711</b>
<b>Module C- 4 credits- UE</b>	<b>(5 MC)</b>	<b>SC2741, SC3711</b>
<b>Module D- 4 credits- UE</b>	<b>(5 MC)</b>	<b>SC3741, SC3712</b>

**Major- 10 MC, UE- 10 MC**

# Key Questions to Answer

Boston University

Module A, B and C and D= 16 credits

	NUS MC	Dummy codes
16 MC		
Module A- 4 credits- major	(5 MC)	EC3741
15 MC		
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**

## Key Factors to Consider

- Almost all departments do not map level- 4000 modules
- If any do, limited to 2 modules only
- CNM do not do mapping after the exchange semester.
- Econ do not map essential modules
- Biz will only map courses perfectly into the specific NUS module codes--- to be used for 2<sup>nd</sup> major
- All other business approved modules cannot be used towards biz major

**NB: Best to check with your major departments**

## Key Questions to Answer

**What happens if there are changes to the modules when I get to the partner university?**

- **Module mapping via email**
  - SEP coordinators
  - [FAS Study Abroad Enquiry](#)

# Other Issues

**Visa application?**

**Flight booking?**





# Questions?

