

FREQUENTLY ASKED QUESTIONS (Information as of 20 December 2021)

**1) ADMISSIONS**

**Q1 What are the Graduate Coursework programmes in Design and Environment?**

A1 The programmes are: Master of Architecture, Master of Landscape Architecture, Master of Arts (Urban Design), Master of Science (Building Performance and Sustainability), Master of Science (Project Management), Master of Science (Integrated Sustainable Design), Master of Science (Environmental Management), Master of Urban Planning, Master of Arts (Architectural Conservation) and Graduate Diploma in Architectural Conservation.

**Q2 What is the deadline for submitting application forms?**

A2 The application deadline is 15 January for the August intake. There is one intake per year for all programmes, except for the MSc(Integrated Sustainable Design), MSc(Project Management), MA(Architectural Conservation) and Graduate Diploma in Architectural Conservation which have 2 intakes per year. The application deadline for January Intake will be confirmed in June.

**Q3 When can I know the outcome of my application?**

A3 Applicants for the August intake will be notified via email sometime in end March/early April. Applicants for the January intake will be notified sometime in October/November.

**Q4 What is the application process like?**

A4 After the closing date, all applications will be passed to the respective Admission Panels for consideration. Some applicants may be required to attend an interview. Upon the Admission Panels' recommendations, Dean's office will put up the recommendations for approval before informing applicants of the outcome via email.

**Q5 What is the main difference between coursework and research programmes?**

A5 Coursework programmes require students to follow a prescribed course of study and to sit for examinations. Research degrees are awarded on the basis of supervised research, some modules taken and the submission of a thesis for examination. For further details on research programmes, please email Mr Nelson Cher at nelsonc@nus.edu.sg.

**Q6 Can I apply for both research and coursework postgraduate programmes at the same time?**

A6 The application processing is done separately for coursework and research programmes.

**Q7 Can I find out more details about the programmes?**

A7 Applicants can contact the Programme Directors re. details on field trips, accreditation, modules etc.:

MA(Urban Design)	-Dr Zhang Ye	<a href="mailto:akizy@nus.edu.sg">akizy@nus.edu.sg</a>
Master of Architecture	-A/P Erik Gerard L'Heureux	<a href="mailto:akerik@nus.edu.sg">akerik@nus.edu.sg</a>
Master of Landscape Architecture	-A/P Tan Puay Yok	<a href="mailto:akitpy@nus.edu.sg">akitpy@nus.edu.sg</a>
MSc(Building Performance and Sustainability)	-Prof Chandra Sekhar	<a href="mailto:bdgscs@nus.edu.sg">bdgscs@nus.edu.sg</a>
MSc(Project Management)	-Prof Willie Tan	<a href="mailto:willietan@nus.edu.sg">willietan@nus.edu.sg</a>
MSc(Integrated Sustainable Design)	-Dr Samant Swinal Ravindranath	<a href="mailto:akisama@nus.edu.sg">akisama@nus.edu.sg</a>
MSc(Environmental Management)	-A/P Lau Siu Kit	<a href="mailto:slau@nus.edu.sg">slau@nus.edu.sg</a>
Master of Urban Planning	-Prof Heng Chye Kiang	<a href="mailto:akihck@nus.edu.sg">akihck@nus.edu.sg</a>
MA(Architectural Conservation)	-A/P Johannes Widodo	<a href="mailto:iwidodo@nus.edu.sg">iwidodo@nus.edu.sg</a>
Graduate Diploma in Architectural Conservation	-A/P Johannes Widodo	<a href="mailto:iwidodo@nus.edu.sg">iwidodo@nus.edu.sg</a>

**Q8 Can you tell me the time-tables/schedules for the classes?**

A8 Timetables/schedules of the classes are available from:

Mr Jonathan Leong Wai	<a href="mailto:akijlw@nus.edu.sg">akijlw@nus.edu.sg</a>	-Master of Landscape Architecture -MA(Urban Design) -MSc(Integrated Sustainable Design)
Ms Wendy Tan	<a href="mailto:wendytan@nus.edu.sg">wendytan@nus.edu.sg</a>	-Master of Architecture -Master of Urban Planning
Ms Esther Koh	<a href="mailto:estherk@nus.edu.sg">estherk@nus.edu.sg</a>	-MSc(Building Performance and Sustainability)
Ms Sheryl Hong	<a href="mailto:Sheryl_h@nus.edu.sg">Sheryl_h@nus.edu.sg</a>	-MSc(Project Management)
Ms Lim Hwee Lee	<a href="mailto:akilhl@nus.edu.sg">akilhl@nus.edu.sg</a>	-MA(Architectural Conservation) -Graduate Diploma in Architectural Conservation
Ms Violet Ng	<a href="mailto:sdengct@nus.edu.sg">sdengct@nus.edu.sg</a>	-MSc(Environmental Management)

**Q9 What are the requirements for the Masters programmes by coursework?**

A9 Please refer to <https://cde.nus.edu.sg/graduate/graduate-programmes-by-coursework/> for the programme requirements. Applicants should have at least a bachelor's degree with honours in a relevant discipline, preferably with two years of relevant practical experience or a bachelor's degree with at least three years of relevant experience for the MSc(Building Performance and Sustainability).

MA(Urban Design)  
[-https://cde.nus.edu.sg/arch/admission/master-of-urban-design/](https://cde.nus.edu.sg/arch/admission/master-of-urban-design/)  
Master of Architecture  
[-https://cde.nus.edu.sg/arch/admission/master-of-architecture/](https://cde.nus.edu.sg/arch/admission/master-of-architecture/)  
Master of Landscape Architecture  
[-https://cde.nus.edu.sg/arch/admission/master-of-landscape-architecture/](https://cde.nus.edu.sg/arch/admission/master-of-landscape-architecture/)  
MSc(Building Performance and Sustainability)  
[-https://cde.nus.edu.sg/dbe/graduate/msc-building-performance-and-sustainability/](https://cde.nus.edu.sg/dbe/graduate/msc-building-performance-and-sustainability/)  
MSc(Project Management)  
[-https://cde.nus.edu.sg/dbe/graduate/msc-project-management/](https://cde.nus.edu.sg/dbe/graduate/msc-project-management/)  
MSc(Integrated Sustainable Design)  
[-https://cde.nus.edu.sg/arch/admission/master-of-science-integrated-sustainable-design/](https://cde.nus.edu.sg/arch/admission/master-of-science-integrated-sustainable-design/)  
MSc(Environmental Management)  
[-https://cde.nus.edu.sg/mem/admission/admission-requirements/](https://cde.nus.edu.sg/mem/admission/admission-requirements/)  
Master of Urban Planning  
[-https://cde.nus.edu.sg/arch/admission/master-of-urban-planning/](https://cde.nus.edu.sg/arch/admission/master-of-urban-planning/)

MA(Architectural Conservation)

[-https://cde.nus.edu.sg/arch/programmes/master-of-arts-in-architectural-conservation/admissions/](https://cde.nus.edu.sg/arch/programmes/master-of-arts-in-architectural-conservation/admissions/)

Graduate Diploma in Architectural Conservation

[-https://cde.nus.edu.sg/arch/programmes/master-of-arts-in-architectural-conservation/curriculum/](https://cde.nus.edu.sg/arch/programmes/master-of-arts-in-architectural-conservation/curriculum/)

**Q10 I do not have much work experience. Can I still apply for the programme?**

A10 Usually some experience in professional practice will be an advantage for applicants.

The office is unable to comment on applicant's chances of being offered the programmes, as all applications are considered on a case-by-case basis. Neither is the office obliged to reveal the identities of the admission panel members.

**Q11 Who can I approach to fill the referee report forms?**

A11 Academic or employer referees are acceptable.

**Q12 What are the TOEFL/IELTS requirements for the programmes?**

A12 If applicants' medium of undergraduate instruction is not in English, applicants must submit TOEFL/IELTS score sheets as evidence of their proficiency in the English Language.

A candidate's English language proficiency will be determined by

- the TOEFL score of at least 580-600 (paper-based test), 237-250 (computer-based test) or 85 (internet-based test); 92 (internet-based test) for Master of Urban Planning, Master of Landscape Architecture and MA(Urban Design).
- the IELTS-Academic result of at least 6.5 for MA(Urban Design) and at least 6.0 for all other programmes.

The School's TOEFL/GRE code is 9080. Please grant Inst Code: 9080 the access to verify the score online. TOEFL/IELTS score sheets should not be more than **2** years old (from the date of test) when used in applying for the programme.

**Q13 What are the GRE requirements for the programmes?**

A13 At the point of application, GRE scores are not compulsory. For all coursework programmes, additional requirements may be stipulated later, e.g. when prospective applicants come from universities whose academic standards are not known. These may include GRE scores. For further information, applicants may visit the websites:

TOEFL website at <http://www.ets.org>

IELTS website at <http://www.ielts.org>

GRE website at <http://www.gre.org/faqnew.html>.

**Q14 What are the scholarships available for coursework programmes?**

A14 Please refer to <https://cde.nus.edu.sg/graduate/graduate-programmes-by-coursework/scholarships-and-financial-aid-2/> for financial assistance.

**Q15 How do I submit my application?**

A15 You may submit an online application at <https://inetapps.nus.edu.sg/GDA2/Home.aspx>

More information on the online application and supporting documents at <https://cde.nus.edu.sg/wp-content/uploads/2021/12/Application-Instruction1.pdf>

**Q16 How can I make payment for the application?**

A16 E-payment by credit card is available at GDA2. Each application for a coursework programme should be accompanied by a non-refundable online application fee: -

S\$50 – Master of Architecture and MSc(Environmental Management)

S\$100 – MSc(Building Performance and Sustainability) and MSc(Project Management)

S\$150 – Master of Landscape Architecture, MA(Urban Design), MSc(Integrated Sustainable Design), Master of Urban Planning, MA(Architectural Conservation) and Graduate Diploma in Architectural Conservation.

**Q17 Must I submit Original Transcripts direct from my University upon the receipt of successful outcome?**

A17 Due to the proliferation of fake documents (eg. Transcripts, referee reports etc.), the University requires applicants to have their original transcripts to be sent direct from their University to NUS upon the receipt of successful outcome.

**Q18 The location of College of Design and Engineering (*Graduate Coursework Programmes in Design and Environment*)**

A18 Presently Dean's Office (Academic and Research Admin. Office) is located in the Dean's Office (SDE1-03-05), 4 Architecture Drive, Singapore 117566. Walk-in inquiries can be made from Mon-Fri: 8.00 am-4.30pm.

**Q19 Can I know why my application is rejected?**

A19 We regret to inform applicants that the University does not provide specific reasons for unsuccessful applications, except that selection is based on a competitive basis for limited places for the programmes.

**Q20 After being offered/registered for the programme, can I change from Part-time to Full-time status, or vice-versa?**

A20 Candidates need to fill up a form available at the Department/Dean's Office and submit it to the Programme Director for approval.

**Q21 After being offered/having registered for the programme, can I change from one programme to another?**

A21 No. Candidates will need to formally withdraw from the programme offered/registered by writing in through the respective Programme Director. Candidates can apply for the desired programme in the next intake.

**2) University Calendar**

Candidates can refer to <http://www.nus.edu.sg/registrar/calendar> for the semester dates.

Currently the Special Terms do not apply to SDE postgraduates except for Master of Architecture/Master of Landscape Architecture.

**3) FINANCIAL MATTERS**

**Q1 What are the Tuition Fees for the programmes?**

Please refer to <https://www.nus.edu.sg/registrar/docs/info/administrative-policies-procedures/gdtuitioncurrent.pdf> for the fee charges applicable to MOE-subsidised programmes.

The detailed fee charges for self-financing programmes is published at

<https://cde.nus.edu.sg/graduate/graduate-programmes-by-coursework/tuition-fees/>

#### **Miscellaneous Student Fees (GST 7%)**

In addition to tuition fees, there are some miscellaneous student fees to be paid.

Please refer to: <http://www.nus.edu.sg/registrar/administrative-policies-procedures/graduate/graduate-fees>

There are 2 semesters in an academic year. Semester fees are due for payment by the 2<sup>nd</sup> Instructional Week of each semester. Candidates who are subsequently awarded a scholarship or loan will have the fees paid earlier refunded by the Office of Financial Services.

#### **Payment Scheme (Post Office Savings Bank (POSB) GIRO System)**

Payment of fees by cash is not encouraged. Applicants may pay their fees through the GIRO (electronic bank transfer) System.

For NETs payment, please proceed to make payment at Student Service Centre (SSC). For enquiries, please go to the Student Service Centre, Level 1, Yusof Ishak House, call at Tel. (65) 65161177 or email SSC at

[www.askstudentservice.nus.edu.sg](http://www.askstudentservice.nus.edu.sg).

Details on fee payment procedure is available at <http://www.nus.edu.sg/finance/NoticeonPaymentofFees.html>

#### **4) FINANCIAL ASSISTANCE**

##### **Q1 Are there any Tuition Fee Loan (TFL) schemes available for students?**

A1 The loan details are found at <https://nusgs.nus.edu.sg/tuition-fee-loan-scheme/>.

##### **Q2 Can students pay their fees using CPF?**

A2 No, the University does not have provisions for postgraduate students to pay their fees using their own CPF/their parents' CPF.

#### **5) HOSTEL ADMISSION**

Application Guide can be found at <https://www.nus.edu.sg/osa/student-services/hostel-admission/graduate>

The details for off-campus accommodation is available at <https://www.nus.edu.sg/osa/student-services/hostel-admission/other-accommodation>

#### **6) EMPLOYMENT**

*Employment during vacation:* Full-time international students may work during vacation without having to apply for a work Permit or a Letter of Consent.

*Employment during Semester:* Full-time international students may work part-time during semester time up to a maximum of 16 hours per week, unless they hold a scholarship that requires approval for the employment application.

Please refer to [www.nus.edu.sg/cfg/students/employment-opportunities](http://www.nus.edu.sg/cfg/students/employment-opportunities)

#### **7) IMMIGRATION MATTERS** - Details can be found at <http://nus.edu.sg/osa/services/students-pass.html>

##### **Limitations of the Student Pass**

SDE cannot sponsor a graduate coursework student's spouse or dependant. The Immigration and Checkpoints Authority only issues extended social visit pass to the student's spouse or dependant if a Singapore citizen sponsors them. Students will need to source out their own Singapore citizen sponsors. SDE will not be able to facilitate the social visit pass/long term pass application for a graduate coursework student's spouse or dependant.

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FAQ-Coursework

(updated on 20 December 2021)