Dear Partner,

**TF LEaRN Programme 2012@ NUS – SEMESTER 1, AY 2012/2013 (AUG 2012 – DEC 2012)**

On behalf of the National University of Singapore, thank you for your continued support to the **TF LEaRN Programme@ NUS.** We would like to invite you to nominate your students for the **TF LEaRN Programme 2012@ NUS,** Semester 1.

**About for TF LEaRN Programme@NUS**

Funded by Temasek Foundation, the Temasek Foundation Leadership Enrichment and Regional Networking (TF LEaRN*)* Programme@NUS, aims to groom NUS students and select inbound exchange students from ASEAN and Asia to be the next generation of Asian leaders. Students participate in the Student Exchange Programme (SEP) between NUS and its partner universities in Asia/ASEAN, and are immersed in activities that develop their leadership potential, promote their involvement in community work and encourage inter-cultural interaction and networking. Each Award is worth up to SGD 6,000.

**1. Nominations for Award Applicants**

I am delighted to invite you to nominate **two (2) students** from your university to apply for the **TF LEaRN Programme 2012@ NUS for semester 1 (Aug-Dec 2012)**. Please use the selection criteria in section 2 when assessing your students.

* We appreciate if you could rank your nominations by using the attached nomination sheet, and to return the completed nomination sheet (softcopy) to Ms May Yee at iromy@nus.edu.sg by **21 March 2012**.

**2. Eligibility Criteria**

 Applicants must:

# Be full-time undergraduate students who have completed at least one year of study in their home universities;

# Be nationals of the country from which they are applying;

1. Demonstrate fluency in English;
2. Be in the top 10% of their cohort; and
3. Display exceptional leadership and /or community service experience

**3. Award Requirements**

1. Academic Performance
2. Successful applicants will take a minimum of three and a maximum of four modules during their exchange semester at NUS. They must receive a minimum overall Cumulative Average Point (CAP) of 3.0 out of 5.0
3. Community Involvement
4. Inbound students are required to spend a minimum of 15 hours on at least 1 community involvement project
5. Host Family Programme

Inbound students will be matched to a host, who is an NUS returnee. They are strongly encouraged to meet their hosts to network, build relationships and familiarise themselves with local life in Singapore. Do note that there is no home-stay involved.

1. Participation in all TF LEaRN activities

Examples of activities conducted are the Introductory Briefing, Temasek Learning Journey, Service Learning Workshop and ASEAN Learning Journey

1. Submission of documents a month before the end of the semester
	1. Photo-essay of their learning experience
	2. Community log sheet
	3. Evaluation Form

More information about the TF LEaRN Programme@NUS is available via this weblink: <http://www.nus.edu.sg/iro/intl/students/awards/LEaRN/index.html>

1. **Application Procedures**

*Please note that only applications from students nominated by your office will be processed*

Nominated students are required to apply for both

1. TF LEaRN Programme **and**
2. NUS Student Exchange Programme concurrently.

Students must be successful in their Non-Graduating Exchange application (Section 3 and 4 in table below) in order to participate in the TF LEaRN Programme@NUS

Please note the application deadlines and procedures as listed below

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **SUBMISSION DATE** | **DOCUMENTS** | **RECIPIENT** |
|  | Wednesday 21 March | By the home university**Nomination Sheet** (see attached) | Send softcopy nomination sheet to Ms May Yee at iromy@nus.edu.sg  |
| **2.** | Friday 6 April | By the nominated students**TF LEaRN Programme@NUS application** 1. TF LEaRN Nomination Sheet by the home university
2. Copy of passport
3. The completed TF LEaRN Programme@NUS Application Form (with passport sized photo attached)
4. Certified copies of all certificates, transcripts or reports showing grades awarded by institutions that you have completed or are currently enrolled in

*(If the original documents are not in English, please provide them in English translation and certified by the International Office of your home university)*1. 'O' Level
2. 'A' Level / High School Certificate
3. University transcript / university exam results (for all completed semesters)
4. Documentary evidence of all awards (e.g. honors, distinctions, book prizes and scholarships) received in the last 5 years in chronological order
5. Documentary evidence of community service activities from the past 5 years
6. Documentary evidence of leadership experience for the past 5 years
7. Motivation letter (500-800 words) about your interest in the TF LEaRN Programme@NUS, following the guidelines in Section 9 of the application form
 | **Send hardcopy to :**International Relations Office (TF LEaRN Programme@NUS)National University of SingaporeShaw Foundation Alumni House3rd Storey, Unit 03-0311 Kent Ridge DriveSingapore 119244 |
| **3.**  | Tuesday 1 May | By the nominated students**Non-Graduating Exchange Application (NGE)**(Checklist documents , 1st column at <https://share.nus.edu.sg/registrar/info/ng/NGCheckList.pdf>1. Copy of the Online Application Form generated from the application system.(Section 4 below)
2. A recent passport-sized photograph to be attached in the box provided in the Online Application Form.
3. Copy of Passport page showing nationality and personal details
4. Academic Transcript(s) issued by the Home University (with English translation, if applicable). Only original academic transcripts of degree programs completed and/or currently in progress will be accepted. The transcript must be endorsed with the university‟s seal and official signatory.
5. Letter from Home University certifying approved exchange course type, duration of exchange and level of

exchange (university, faculty or department). The letter can be obtained from the Universitys Student Exchange or Study Abroad Office1. For applicants who wish to read language module in NUS (with prefix LA‟ e.g.LAC/LAF/LAG,etc) > A letter from the Home University certifying the applicants level of proficiency in the foreign language
2. Copy of TOEFL/IELTS - for applicants who wish to read law modules and are from non-English medium universities.
 | **Send hardcopy to :**National University of Singapore(TF LEaRN Programme@NUS)Registrar’s Office#UHL-04-01 University Hall21 Lower Kent Ridge Road Singapore 119077 |
| **4.** | Sunday 15 April | By the nominated students**Online Application – Non-graduating Students Application System** **(Open from 21 March)** | Online system at:<https://aces01.nus.edu.sg/ngAdmForm/index.jsp> |

A copy of the TF LEaRN Programme @NUS application form is to be forwarded to your nominated students. Please endorse the completed form (see Section 12 of the form) before forwarding the forms and supporting documents to NUS.

1. **Outcome of TF LEARN Programme @ NUS result**

Successful applicants will be notified of their admission to TF LEARN Programme @NUS via email by end of April 2012.

1. **Others**
2. Accommodation

Successful applicants of the TF LEaRN Programme@NUS will have to select “On-campus accommodation” during the online application- Non-graduating Students Application System (Section 4 in table above). Students who are accepted by the university will receive the offer letter and instructions on how to apply for housing online via email from the Registrar’s Office around the 1st week of June 2012.

1. Module Selection and Restrictions

Exchange students are required to take a minimum semester workload of 12 modular credits (approximately 3 modules) in order to be eligible for a student visa. For higher probability of obtaining modules, students should bear in mind the following:

1. Choose modules that are within their major at the home university
2. Ensure that modules selected are offered during the semester for you have applied
3. Modules that are from NUS Business School and Department of Economics are generally over-subscribed. Thus, there is a high chance that students would not obtain these modules
4. Students cannot register for the Modules listed in <http://www.nus.edu.sg/registrar/edu/ng.html#academic>
5. Expenses for 1 semester

1. Breakdown of estimated monthly cost of living in *Singapore*

(<http://www.nus.edu.sg/registrar/edu/ng-internationalinfo.html#costofliving>)

|  |  |  |  |
| --- | --- | --- | --- |
| **Expenses** | **S$** |  |  |
| On-campus accommodation[[1]](#footnote-1) | 440 | - | 540 |
| On-campus meal plan | 180 | - | 192 |
| Public transportation | 100 |   | 150 |
| Others | 400 | - | 500 |
| **Total per month (approximate)** | **1,120** | **-** | **1,382** |
| Airfare (approximate) | 1,000 |   |   |
| **Total cost for exchange for 4.5 months (Approximate)** | **6,040** | **-** | **7,219** |

1. Enquiries
2. Enquiries about TF LEaRN Programme should be directed to: LEaRN@nus.edu.sg
3. Enquiries about Non-Graduating Exchange Programme should be directed to Ms Nazihah Bonti Ahmah at regna@nus.edu.sg

Thank you for your continued support for the TF LEaRN Programme@NUS. We look forward to welcoming your students to NUS, and to work with them as they learn to make a difference to the community.

Best regards,

Annick Kwong

1. On-campus accommodation and meals are based on the premise that students stayat Cinnamon College, similar to AY11/12 (http://www.nus.edu.sg/osa/housing/undergraduate/rates.html) [↑](#footnote-ref-1)