

APPLICANT'S CHECKLIST FOR GRADUATE DIPLOMA IN GLOBAL SOCIOLOGY AND ANTHROPOLOGY

NOTE:

Applicants must upload the following documents to the Graduate Admission System (GDA3):
<https://gradapp.nus.edu.sg/apply/>

Applicants are not required to send the application documents to us by post by the application deadline. Applicants who are shortlisted for admission will be contacted to submit the required application documents to us by post.

1	Identification document - Singapore Citizens: A copy of Singapore NRIC or citizenship certificate. - Singapore Permanent Residents: A copy of re-entry permit. - International applicants: A copy of the passport page showing the nationality and personal particulars. If you do not have a passport, please provide the citizenship certificate. - International applicants working in Singapore: Employment Pass and letter of approval from employer.
2	Undergraduate and/or Graduate degree scroll/ certificate - Graduates from local universities may provide the Opencerts file. - Applicants who have not yet graduated from their undergraduate studies at the point of application are to provide a Student Status Letter from their university. The letter should contain their enrolment status and candidature period. <u>If shortlisted for admission:</u> - Applicants must send the certified true copy of the degree scroll/ certificate via post. Graduates from local universities may provide the Opencerts file.
3	Undergraduate and/or Graduate degree transcript - If the transcript is not in English, it must be certified true copy with English translation. - Please also include the university's grading scheme. - Graduates from local universities may provide the Opencerts file. <u>If shortlisted for admission:</u> - Applicants who are graduates from local universities may provide the Opencerts file. - Applicants who are graduates of other universities will be required to request for original official transcripts directly from their university using the prescribed Transcript Request Form. The official transcript must be enclosed in an official sealed envelope with its flap bearing the security seal of the university. The envelope must be forwarded directly from the university together with the Transcript Request Form. - If the original transcript is not in English, both original and translated versions must be submitted.

4	Recommendations from <u>two</u> academic referees - Recommendations from the two academic referees are to be submitted via the Graduate Admission System. The referees will be informed via email to submit their referee report.
5	TOEFL / IELTS score report - Applicants whose medium of university instruction is not in English must submit scanned copy of Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) as evidence of their proficiency in the English Language – however exceptions may be allowed on an individual basis. - TOEFL/ IELTS score reports are only valid for two years after the test and the validity period should not expire before the beginning of the application period.
6	CV - summarising the education qualifications, work experience and achievements.
7	Personal statement - Personal statement to include academic background, career goals and reasons for applying the programme, and also to highlight how the programme aligns with interests and future plans.
8	Documentary evidence of financial support - Applicants will be required to submit documentary evidence of financial support in the form of a bank statement and a letter from a sponsor. - The amount in the bank statement must be sufficient to cover the tuition fees, miscellaneous student fees and living expenses for your entire candidature in Singapore. - Applicants who are sponsored by a parent/relative will have to provide a sponsorship letter and a copy of the sponsor's bank statement. The sponsorship letter should indicate the relationship between the sponsor (parent or relative) and the applicant, along with the sponsor's consent to fund the applicant's education. - Applicants who are sponsored by an organisation will need to provide a letter from their sponsor with details of the sponsorship.