

SEP Pre-Departure

(For CHS -FASS
students)

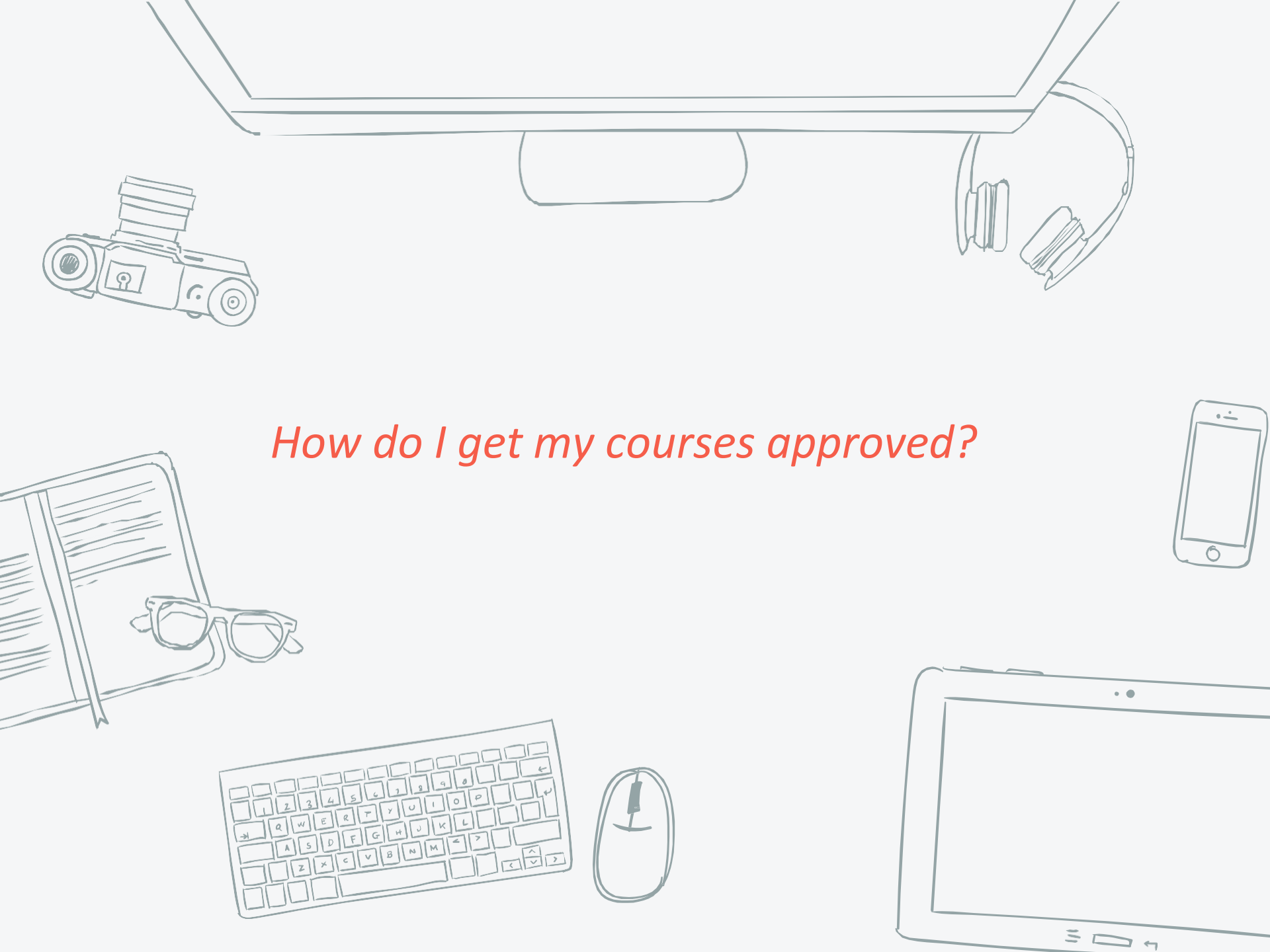


Useful contacts



Email	studyabroadfass@nus.edu.sg
SEP Team	Ms Kimberley Yang Ms Jammie Chan

How do I get my courses approved?

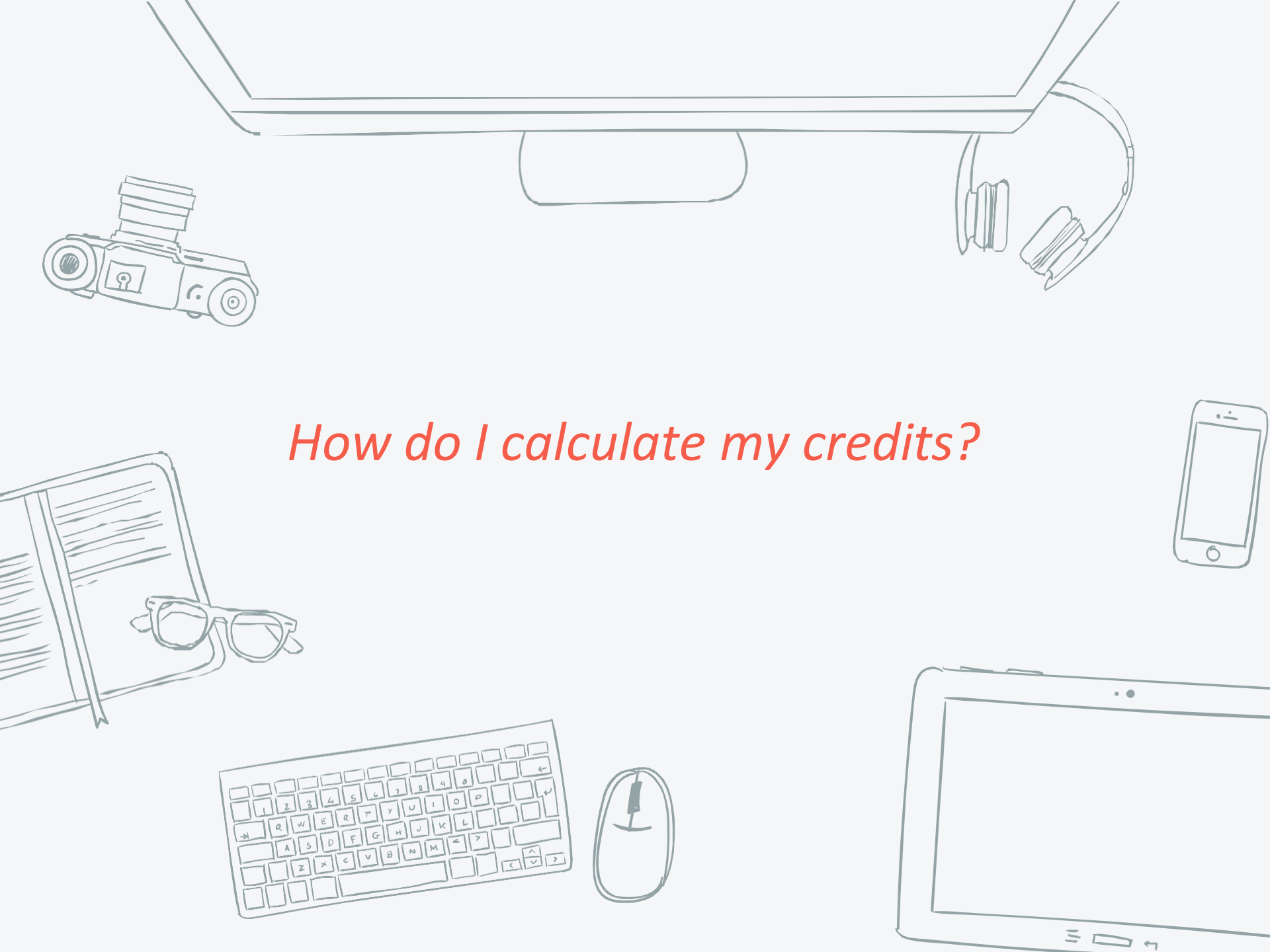




Important notes on course mapping

- Submit via EduRec. User guide and instructions are in [FAQ 28](#)
- Please only send in what you plan to read and at most 3 backup courses.
- Do not send in more than what you need to map so that urgent cases can be attended to quickly.
- Ensure you have information such as topics covered, reading list, course objectives etc in your mapping worksheet. Some departments will not be able to review if you do not have the syllabus.
- Choose **only 1-1 course** mapping option.
- Units reflected in EduRec may not be accurate as the most accurate breakdown of Units is based on your total study plan. (more on this in the following slides)
- Obtain your approvals before the start of SEP or you may run the risk of it not being approved.

How do I calculate my credits?



Important notes on Unit Transfers

- ❑ We expect students to transfer a normal workload of 20 Unit. (for information about the expected workload, refer to [Unit Ratio](#).)
- ❑ Credits are transferred based on [Unit Ratio](#) and not by what it is reflected in EduRec. (**Non-FASS Courses included**)
- ❑ Credits are transferred by partner university credits earned and not number of courses read.
- ❑ The most accurate way of calculating the Units is based on total credits earned under the each degree requirement and in total.
- ❑ Depending on how you earn the credits, 20 Unit does not mean 5 courses (4 Unit each)
- ❑ Focus on 1-2 degree requirements and within the major, focus on 1 level. E.g. Major (all L3000) or/and UE
- ❑ Courses code will be changed if the Unit does not meet. E.g. 2 credits at Fudan = 3 Units, even if it is approved to an NUS code, it will be changed to a dummy code reflecting 3 Units
- ❑ **Please check worksheet for comments, even if it is approved. There might be conditions to it or it might be approved to another level.**



L4000 transfer limit

- ❑ Some department allows for a limited number of L4000 to be mapped. This limit applies to the whole candidature, a cross all exchange/summer-winter programme. The rest should be earned at NUS.
- ❑ Any credits earned out of this limit, will transfer as L3000 automatically. There is no need for remapping.
- ❑ Refer to Mapping Restriction under SEP Application Materials for limit set by the department
<https://fass.nus.edu.sg/student-exchange-programme-sep/>

Credits are awarded where it is earned

Consider Student A and B, they are both heading to Europe for exchange.

Unit Ratio is 30 ECTS = 20 Unit

Student A

course title	Credits (ECTS)	Approved to
course A	7.5	Major L3000
course B	7.5	Major L2000
course C	7.5	UE
course D	7.5	UE

Credits will be calculated as:

15 ECTS major = 10 Units

15 ECTS UE = 10 Units

30 ECTS Total = 20 Units

Unit breakdown:

Major 5 Units L3000 , 5 Units L2000, UE 10 Units

Total 20 Units

Student B

course title	Credits (ECTS)	Approved to
course A	7.5	Major L3000
course B	7.5	Major L3000
course C	7.5	Major L3000
course D	7.5	UE

Credits will be calculated as:

22.5 ECTS major = 15 Units

7.5 ECTS UE = 5 Units

30 ECTS Total = 20 Units

1 Unit will be shifted from UE to Major to maximise your credits. This is done to acknowledge the rounding issues when calculating Units.

Unit breakdown:

Major (L3000) 16 Units, UE 4 Units

Total 20 Units

Withdrawal Procedures

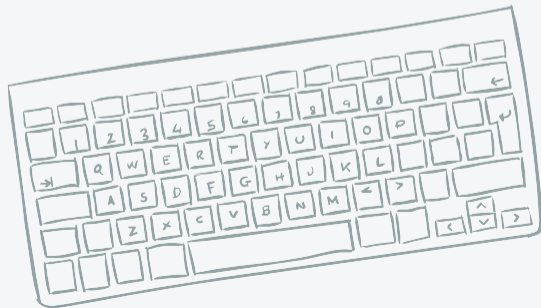
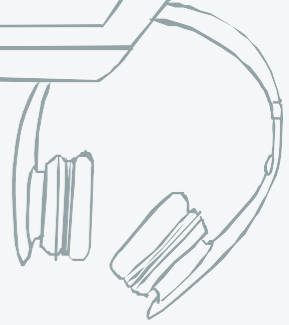
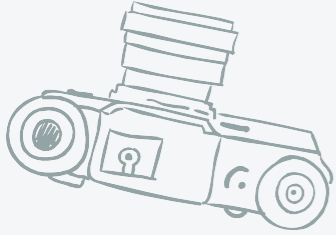




withdrawals

- Submit withdrawal notice through EduRec, along with reasons.
- Withdrawal fee of \$300 will be charged to your student account in the following semester
- Waiver is possible but not guaranteed.

*Late return to NUS
(overlapping semester)*





Reminder: What to do?

- Request for early exams at partner university.
- Request for assignments in lieu of exams.
- Request your major department to invigilate the exams.

- If the above is not possible, please stay and continue with your exams before returning to NUS and apply for Leave of Absence via EduRec
 - Short term LOA: if you miss 1-2 weeks of the new semester and can resume school early week
 - 3. If not, you most likely will need to take an
 - LOA for the whole semester. Please check with fashelp@nus.edu.sg on this.

Note: you can request this from the partner university but it is completely at their discretion.



Reminder: What to do?

- Login to EduRec and apply for short term [Leave of Absence](#).
- Inform your department administrators and get written approvals from course coordinators.
- Ask your friends for help to keep up with class.

Note: Please check with fashelp@nus.edu.sg when is the latest you can return on a short term LOA.

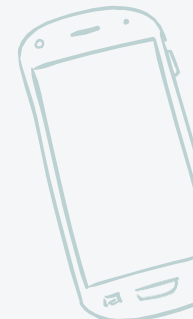






Keep Safe!





Health and Safety

- Be aware of your surroundings
 - Sensible and Law-abiding behavior
 - Have on hand emergency numbers
 - Know what you are consuming
 - Ensure you have enough medications and check if you are able to get your prescription refilled at the host country if needed.
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Stay away from drugs!

- ❑ **Stay away from drugs even when you are overseas.** Under the Misuse of Drugs Act, you will be liable for the same drug consumption offence regardless of where the controlled drugs were consumed. All Singaporeans and Permanent Residents who consume illegal substances, even outside Singapore, will face the penalty of imprisonment of up to 10 years, fine not exceeding S\$20,000 or both. Sensible and Law-abiding behavior
- ❑ **Beware of food and products containing controlled drugs.** Stay vigilant when consuming food products overseas, as some may be infused with Cannabis. If in doubt, do not consume or purchase the item.



Stay away from drugs!

- ❑ **Cannabis is harmful, despite its decriminalisation in some countries or media glamourisation.** Countries like Thailand view cannabis as a cash crop that benefits farmers and the economy. However, when Thailand first legalised cannabis, many people experienced adverse reactions and required hospitalisation.¹ Thai doctors have even spoken out, petitioning for laws to regulate cannabis use due to its harmful effects on the body and mind.² In fact, Thailand has expressed intentions to reintroduce cannabis as a controlled substance.³ In Canada, public health experts have also stated that cannabis legalisation has been linked to serious concerns, such as an increase in cannabis-attributable hospitalisations and cannabis-induced psychosis.⁴ The International Narcotics Control Board has highlighted that there are long-term adverse effects from cannabis use, such as dependency, an increased risk of developing psychotic symptoms or schizophrenia, and even an increased risk of cancer. This is supported by the Lancet Psychiatry Journal, which shows a link between cannabis use and psychosis and schizophrenia.⁵



Stay away from drugs!

- ❑ **Singapore takes a zero-tolerance approach to drugs, and drug abuse, including overseas drug abuse, carries a high risk of detection.** Central Narcotics Bureau, in collaboration with the Immigration and Checkpoints Authority, performs checks regularly at checkpoints and will not hesitate to take enforcement action against anyone who flouts Singapore's drug laws.
- ❑ **Even if you do not abuse drugs, facilitating or promoting drug abuse is illegal.** Do not share information on drug-related activities or organise gatherings where controlled drugs will be consumed.
- ❑ **Drug abuse causes far greater harm than you might imagine.** Drug abuse is not victimless – it does not just destroy the abuser, it harms families and loved ones as well.



What to do?

Before leaving Singapore

- Find out who else from NUS is heading to the same country/partner university.
- Inform your family about your travel plans.
- Register with [MFA](#)

At Partner University

- Check-in with your family and friends regularly.
- Find out important locations such as the relevant Embassy/High Commission.
- Take note of emergency contacts (PU helpline/local authorities)
- Check-in daily and whenever you move locations via your International SOS app

In the event of emergency

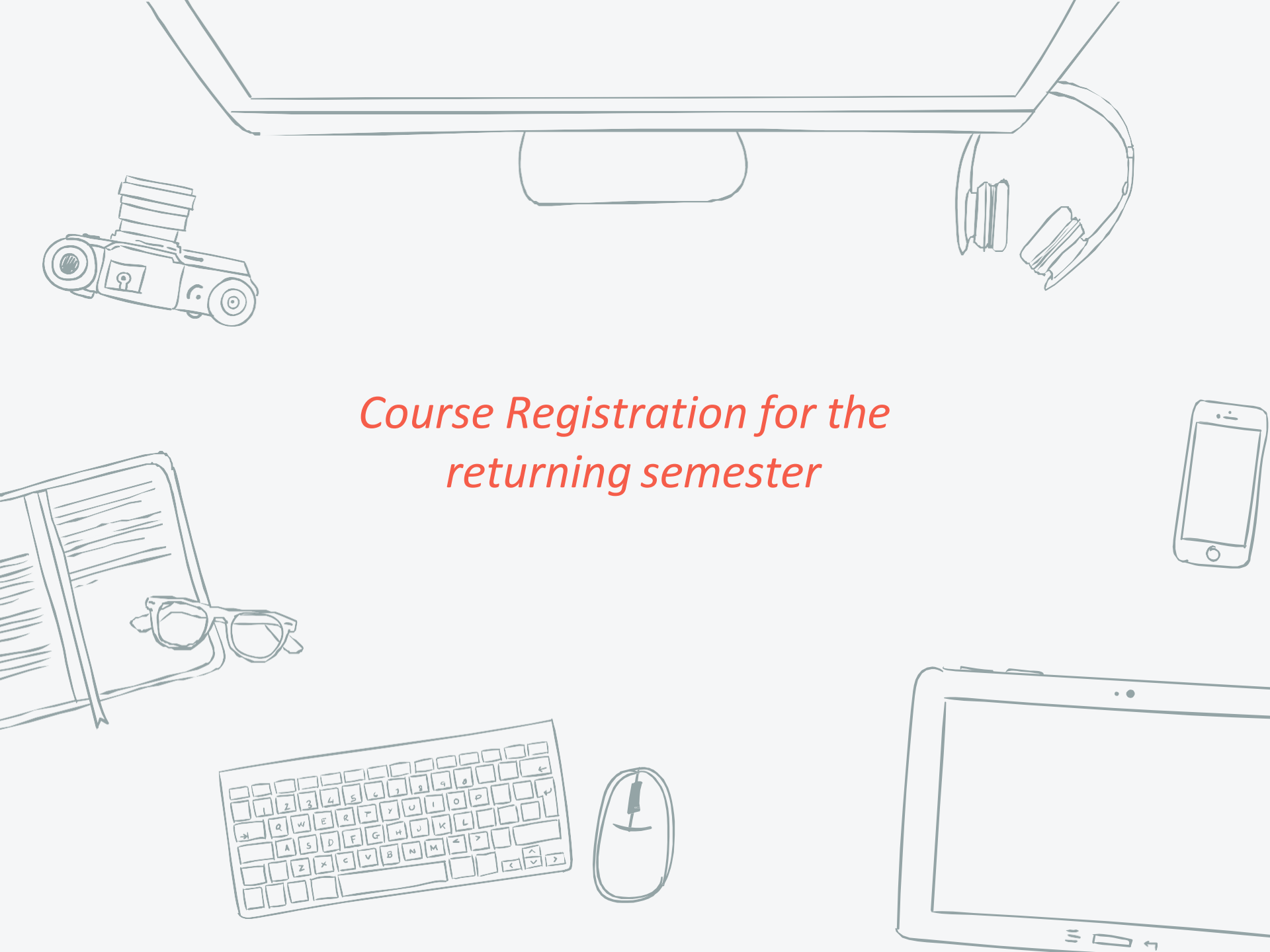
- Seek help from your International SOS
- Keep up with the local news
- Follow the advice of local authorities
- Check-in with your family and friends
- Check-in with NUS via studyabroadfass@nus.edu.sg



Upon your return



*Course Registration for the
returning semester*





Important notes

- ❑ In order for CourseReg system to take into account the number of Units projected to be earned from SEP, students will have to declare the courses they are reading. This is especially important as it affects the seniority when you register for courses or for students who want to read courses with a specific number of Unit completed as pre-requisites.

Year 4 seniority is when you meet 120 units (including your pending SEP units.)

P.S. StudyAbroadFASS will email students instructions on how to declare their courses during the SEP semester.



Procedures for Unit Transfers



Important notes

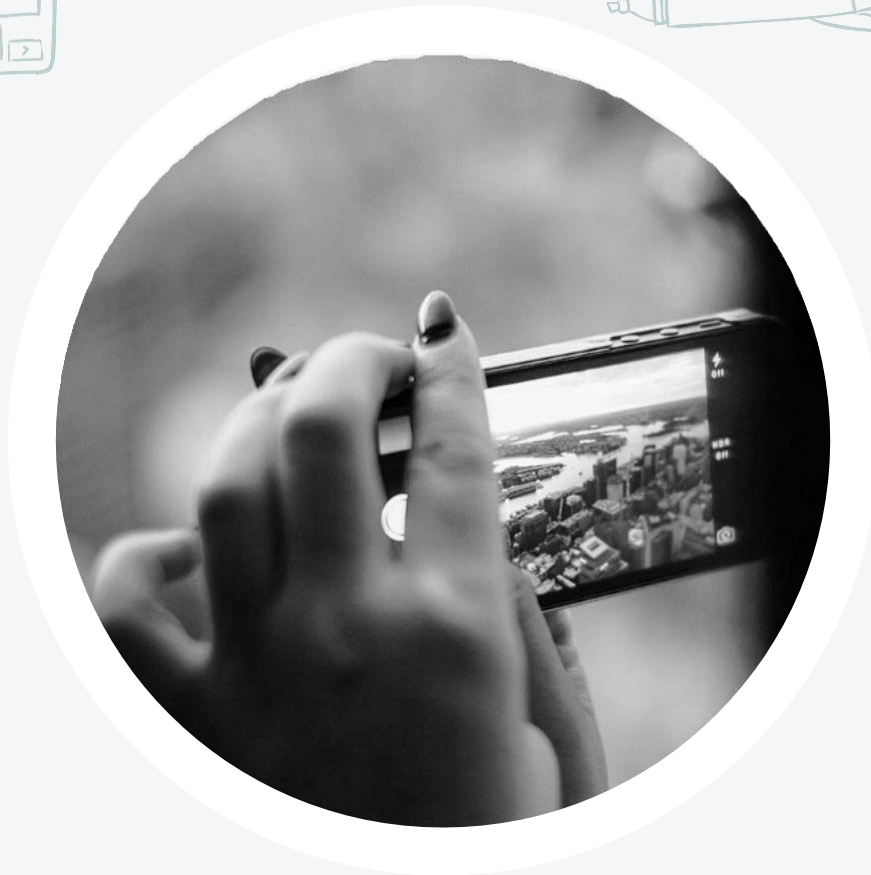
- ❑ Your transcript/ result slip should show the grades and credits.
- ❑ Credit transfers are not automatic, you will need to email in your documents to start the procedure.

Below are the documents you need to submit.

- ❑ 1. [Credit transfer form](#)
- ❑ 2. Scanned copy of your transcript/ result slip/ result printout

Email it to studyabroadfass@nus.edu.sg

Note: Please refer to your [modular paper](#) on maximum credits transferrable.





Share your travel Stories with us!

Photos/Write-ups email them to
studyabroadfass@nus.edu.sg



Questions?

Contact us via



Email	studyabroadfass@nus.edu.sg
SEP Team	Ms Kimberley Yang Ms Jammie Chan

