



**NANYANG  
TECHNOLOGICAL  
UNIVERSITY**  
SINGAPORE

College of Humanities,  
Arts, and Social Sciences

# **HASS INTERNATIONAL PHD/POSTDOCTORAL SCHOLARSHIP (HIPS) 2025 INFORMATION BOOKLET**

Updated: October 2024

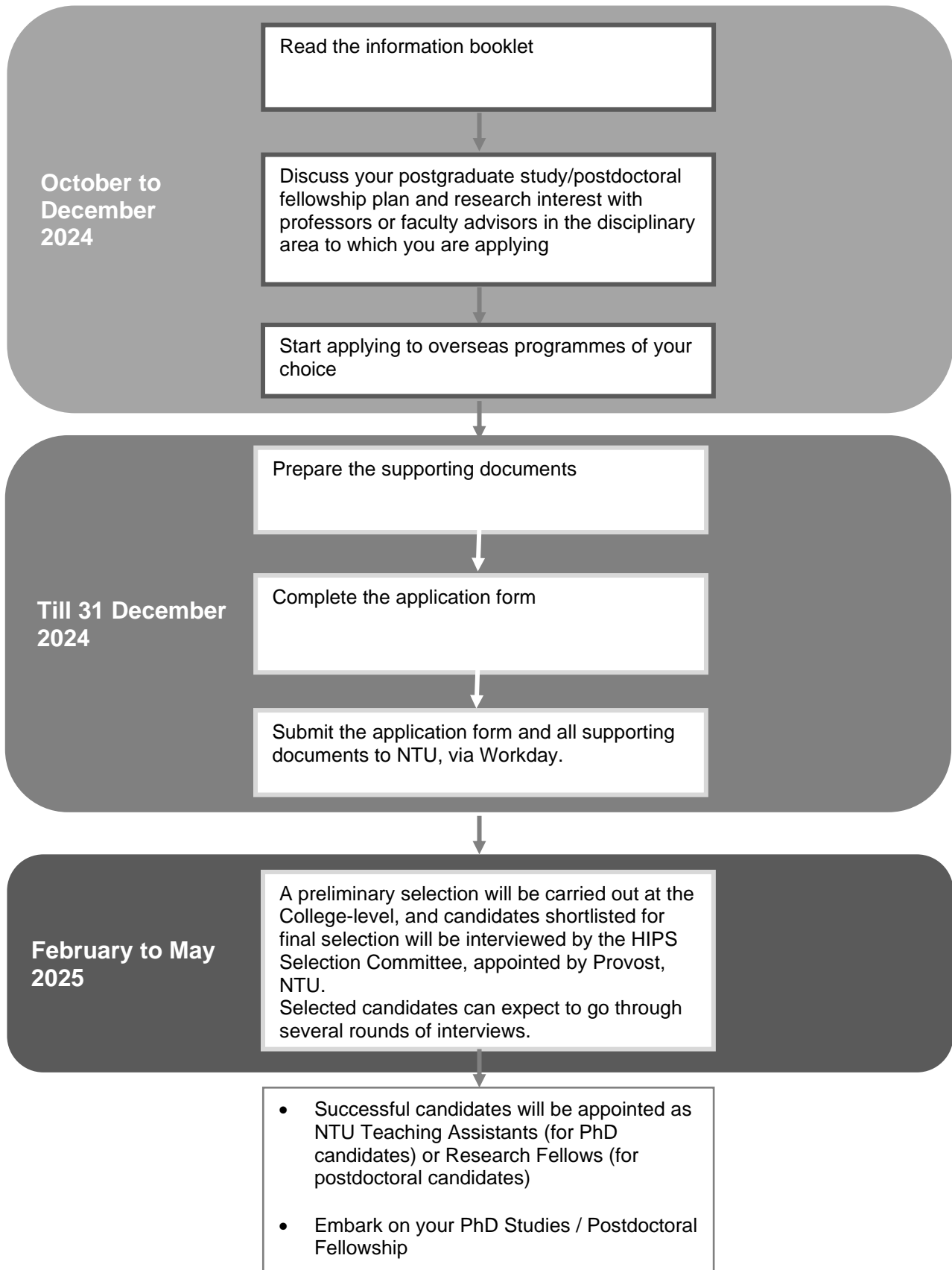
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## I. FLOWCHART

### I. APPLICATION PROCESS FLOWCHART FOR HIPS 2025



## II. ABOUT HIPS 2025

### 1. WHAT IS HIPS?

- 1.1 The College of Humanities, Arts, and Social Sciences (HASS) International PhD / Postdoctoral Scholarship (HIPS) aims to encourage outstanding Singapore citizens to pursue an academic career in the humanities, arts and social sciences at the Nanyang Technological University (NTU), by supporting their doctoral studies/postdoctoral fellowship abroad.
- 1.2 Under HIPS, the successful candidates will be employed as University staff. They will be granted paid leave to pursue a sponsored PhD programme/postdoctoral fellowship in an approved overseas academic/research institution. Upon successful completion of the PhD programme/postdoctoral fellowship, they will be appointed as tenure-track Assistant Professors of the University.

### 2. ELIGIBILITY

- 2.1 HIPS is open to **Singapore Citizens only**.
- 2.2 The successful applicant will possess at least a Second Upper Class Honours Bachelor degree or a Master's degree from NTU or equivalent qualification. Undergraduate students in their final year of study may also apply for the PhD scholarship. A detailed study plan and interviews by Programme, College, and University panels will form an important part of the selection process.

### 3. PROGRAMME STRUCTURE

- 3.1 The area of research pursued should be relevant to the University's and College's current and future teaching and research directions.
- 3.2 HIPS allows successful candidates ("Awardees") to pursue their PhD programme/postdoctoral fellowship overseas in an approved overseas academic/ research institution.
- 3.3 The Awardee will maintain a regular and academically significant relationship with NTU during the PhD programme/postdoctoral fellowship years, including delivering several presentations, engaging in yearly discussion with the host Programme at NTU, and acknowledging NTU on all publications and conference presentations.

#### 4. MENTORSHIP

- 4.1 NTU will appoint one or more Faculty Mentors to each Awardee from the Awardee's home School and primary disciplinary area.
- 4.2 The responsibilities of the Faculty Mentor include:
- (a) Providing regular guidance to Awardees as their PhD programme/postdoctoral fellowship progresses; and
  - (b) Ensuring that Awardees engage in the academic life and activities of the University.

#### 5. BENEFITS

5.1 Before the start of the programme, PhD Awardees will be appointed by NTU to a Teaching Assistantship, and Postdoctoral Awardees to a Research Fellowship.

5.2 Awardees will receive the following benefits:

Benefits	PhD	Postdoctoral Fellowship
Starting salary	S\$3,300 per month	S\$4,000 per month
Tuition fees	Fully covered	Not applicable
Compulsory fees	On a case by case basis; non-hostel compulsory university fees will be pegged to the tertiary institutions' prevailing rates.	On a case by case basis; non-hostel compulsory university fees will be pegged to the tertiary institutions' prevailing rates.
Contributions to Central Provident Fund (CPF) account	Prevailing rate	Prevailing rate
Return economy-class airfares between Singapore and country of study	Up to two sets per candidature	Up to two sets per fellowship
Overseas maintenance allowance	S\$1,500 per month	S\$1,500 per month
Conference and fieldwork grants	S\$3,000 per year	S\$2,000 per year
Medical benefits	In accordance with the University's medical benefits scheme or as required by the host institution	In accordance with the University's medical benefits scheme or as required by the host institution
One-time upfront pre-studies allowance	S\$2,800	S\$2,800
Thesis allowances	S\$1,700	Not applicable
Visa and immigration fees	In accordance with visa requirements	In accordance with visa requirements

- 5.3 Awardees pursuing a PhD degree in an approved overseas university will be granted full-pay study leave of up to **five [5] years** to pursue their PhD studies.
- 5.4 Awardees pursuing a postdoctoral programme in an approved overseas university will be granted full-pay study leave of up to **two [2] years**. An extension of up to six [6] months may be granted only in exceptional cases.
- 5.5 Upon successful completion of the PhD programme/postdoctoral fellowship, Awardees will be appointed as tenure-track Assistant Professors of the University.

## 6. SERVICE OBLIGATIONS

- 6.1 The appointment will be tenable for an initial period of four years. Upon expiry of the term, Awardees may be offered a further contract of three years by the University taking into consideration the Awardee's teaching and research performance.
- 6.2 PhD Awardees have to serve at least four years at NTU after completion of PhD studies. Mid-term awardees will have a service commitment of one year for every year's worth of sponsorship, for example, two years of sponsorship would translate into a two-year-service commitment.
- 6.3 Postdoctoral Awardees have to serve least at least one year at NTU after completion of postdoctoral training. The same service commitment will apply for mid-term awardees.
- 6.4 To remain in the HIPS programme, Awardees must:
- (a) Maintain a minimum cumulative GPA of 4.50 on a five-point scale, or an A- average, or its equivalent, for their graduate courses (applicable only for PhD programmes with a coursework component); and
  - (b) Submit an annual progress report to the University, stating their progress in their research.
- 6.5 Awardees must seek the College's approval if they wish to change their area of research midway through their programme/fellowship.
- 6.6 Awardees must visit their home School in HASS at least once during their study overseas, for a period of no less than four weeks. During which, Awardees are to interact with fellow faculty, and participate in suitable teaching / research and school activities.

## OTHER SOURCES OF FUNDING

- 6.7 Awardees are permitted, and encouraged, to contribute to university-level teaching in the host university, while pursuing their PhD programme/postdoctoral fellowship, subject to open disclosure to NTU.
- 6.8 Awardees cannot be recipients of scholarships or on talent development programmes that are already in receipt of direct public funding in Singapore.
- 6.9 Awardees are permitted to seek external funding from other institutions (e.g. waiver of tuition fees and/ or provision of stipends or maintenance allowances, research grants), only if they do not impose obligations that are in conflict with the terms of HIPS.

### III. APPLICATION PROCEDURE

#### 1. APPLICATION PROCEDURE

- 1.1 Applicants who have not read the *HASS International PhD Scholarship (HIPS) information booklet* are advised to do so before proceeding with the application.
- 1.2 Applications, together with the supporting documents listed in paragraph 2 below, should be submitted to NTU, through Workday, **by 31 December 2024**:  
  
<https://ntu.sg/hass-applyhips2025>
- 1.3 Applicants should refer to the College's website ([www.ntu.edu.sg/hass](http://www.ntu.edu.sg/hass)) for the list of disciplinary areas and Schools to find the best academic home fit upon completion of the postgraduate studies/postdoctoral fellowship.

#### 2. DOCUMENTS REQUIRED FOR APPLICATION

The following supporting documents should be submitted together with a completed Part I of the *Application Form*:

- 2.1 Applicant's latest curriculum vitae (which should include details on any teaching experience at undergraduate and above levels of studies) and publication list, if available;
- 2.2 An abstract of any thesis previously written;
- 2.3 Copies of 2 or 3 pieces of research/design work that the applicant considers to be his/her most significant works;
- 2.4 A proposal of at least 2 research topics which he/she intends to pursue, with a minimum of a half-page write-up on the details of each proposed topic;
- 2.5 A copy each of the detailed results/transcripts of the following examinations:
  - GCE 'O' & 'A' Levels / School & Higher School Examinations
  - University degree(s)
- 2.6 A copy each of the following certificates:
  - GCE 'O' & 'A' Levels / School & Higher School Examinations
  - University degree(s)
- 2.7 A copy of the Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE) score sheet, if applicable;
- 2.8 A copy of the letter(s) of offer from each university applied to for admission to graduate programme or postdoctoral fellowship;

### III. APPLICATION PROCEDURE

- 2.9 A copy of the letter(s) of offer for other scholarships and/or awards applied for and the outcome of these applications; and
- 2.10 A minimum of 2 confidential referees' reports, to be sent through email to NTU HIPS Office at [hips@ntu.edu.sg](mailto:hips@ntu.edu.sg).

Do clearly indicate on the email subject that it is regarding:

“HASS International PhD/Postdoctoral Scholarship (HIPS) 2025: Referee Letter for <Name of Applicant>”

### 3. SELECTION PROCESS

Only short-listed candidates will be notified. A preliminary selection will be carried out at the Division/Programme/School-level, and candidates short-listed for final selection will be interviewed by the HIPS Selection Committee, appointed by Provost, NTU, sometime in April/May 2025. Successful applicants will be notified shortly thereafter.