

## APPLICATION FOR PHD STUDENT EXCHANGE PROGRAMMES WITH SUTD

### A) To be completed by Student

I would like to apply for the NTU-SUTD PhD Exchange Programme.

**Name** : \_\_\_\_\_ **Salutation** : \_\_\_\_\_

**Matriculation No.:** \_\_\_\_\_ **School** : \_\_\_\_\_

**Admission Date** : \_\_\_\_\_ **NTU Email** : \_\_\_\_\_

(please use this email for all related correspondences)

My request to **apply** for the following SUTD course(s) in **AY** \_\_\_\_\_ **Semester** \_\_\_\_\_

In Order of Preference	Course Code	Course Description	SUTD Credits	Please Attach Course Overview
1				<input type="checkbox"/> Yes
2				<input type="checkbox"/> Yes
3				<input type="checkbox"/> Yes

- I confirmed my eligibility as follows:
  - full-time PhD student
  - CGPA  $\geq$  3.50
  - completed at least one (1) semester of study in NTU at the point of admission into the SUTD course(s)
- I confirmed the course(s) applied in my application satisfied the following criteria:
  - offered at the graduate-level
  - no duplication with NTU course(s)
  - standalone subject
  - can be completed within a semester
  - medium of instruction is English language, except where proficiency of another language is required
- I have enclosed the transcript of my academic records.
- I have enclosed the list of course(s) I am registered for in the current semester.
- I will ensure that there will be no clashes of class or examination with the SUTD course(s) indicated in this application if I am also registering for SUTD course(s) in the same semester.
- I understand that my application is subject to NTU's approval, SUTD's approval and availability of course vacancies.
- I understand that the grades of the courses taken at the partner university (SUTD) will not be included in my GPA computation.
- I understand that there will be no add/drop period for the registration of courses. I must decide on the courses before submitting this application form, and will not be allowed to withdraw from the exchange programme or courses once approval for enrolment has been granted.
- I acknowledge that credit transfer of the SUTD course(s) taken is subject to my performance in the course(s), credit transfer criteria and NTU's approval. The equivalent credits transferred will be based on academic load. The general guideline is that 12 credits is equivalent to 3AU.

\_\_\_\_\_  
Student's Signature & Date

**B) To be completed by Student's Supervisor**

In Order of Student's Preference	Supervisor's Recommendation *	Remark (If any)
1	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3	<input type="checkbox"/> Yes <input type="checkbox"/> No	

\_\_\_\_\_  
Supervisor's Name

\_\_\_\_\_  
Supervisor's Signature & Date

\*i. The approved credit can only be transferred when student meets the credit transfer criteria in NTU Credit Transfer and Course Exemption Policy.

ii. The equivalent credits transferred will be based on academic load. The general guideline is that 12 credits is equivalent to 3AU.

**C) To be completed by School's Chair or designate**

In Order of Student's Preference	Approval for Course Registration	No. of AU for Credit Transfer *	Remark (If any)
1	<input type="checkbox"/> Yes <input type="checkbox"/> No		
2	<input type="checkbox"/> Yes <input type="checkbox"/> No		
3	<input type="checkbox"/> Yes <input type="checkbox"/> No		

\_\_\_\_\_  
Chair's Name

\_\_\_\_\_  
Chair's Signature & Date

\*i. The approved credit can only be transferred when student meets the credit transfer criteria in NTU Credit Transfer and Course Exemption Policy.

ii. The equivalent credits transferred will be based on academic load. The general guideline is that 12 credits is equivalent to 3AU.

**D) To be completed by School's Admin Staff**

Outcome conveyed to Student on \_\_\_\_\_.

Completed form sent to Graduate College on \_\_\_\_\_.

Remark (if any): \_\_\_\_\_

\_\_\_\_\_  
Admin Staff's Name

\_\_\_\_\_  
Admin Staff's Signature & Date