

SINGAPORE UNIVERSITIES STUDENT EXCHANGE PROGRAMME

INFORMATION SHEET

SUSEP is a reciprocal arrangement between local partner universities, allowing students to participate in a semester-long exchange programme at NTU. SUSEP students may read selected courses and experience student life at NTU, while concurrently pursuing their degrees in their home university.

AY2024 - 2025

KEY DATES

SEMESTER 1

AUGUST - DECEMBER 2024

NOMINATION DEADLINE

12 April 2024

APPLICATION DEADLINE

22 April 2024

APPLICATION OUTCOME

7 June 2024

What
makes
NTU a
great
choice?



**RANKED THE 'TOP
YOUNG UNIVERSITY
IN THE WORLD'***



**VIBRANT AND
DIVERSE, YET
UNIQUELY ASIAN**



**WIDE RANGE OF
STUDENT AND
RECREATIONAL
ACTIVITIES**



**ONE OF THE MOST
BEAUTIFUL
CAMPUSES IN THE
WORLD**



**ACCESS TO STATE-
OF-THE-ART
FACILITIES**



**A SAFE AND
FRIENDLY
DESTINATION**

ACADEMIC INFORMATION

PROGRAMME DATES

SEMESTER 1

12 August - 6 December 2024*

Revision + Exam period:
18 November - 6 December

* includes exam dates

[../ACADEMIC CALENDARS](#)

STUDY LEVEL

NTU-SUSEP is open to both Undergraduates (UG) and Graduates (PhD).

STUDY MODE AND WORKLOAD

Students may enrol as either partial or full exchange students. Students on partial exchange must read at least one course. Students on full exchange may read a maximum of 6 courses or 20 AUs, whichever comes first.

ACADEMIC UNITS AND GRADING SYSTEM

Most courses offered in NTU are worth 3 to 4 AUs. NTU uses the Grade Point Average (GPA) system in awarding grades. The Pass/Fail option is not applicable to exchange students.

[../ACADEMIC STRUCTURE](#)

COURSE SELECTION AND RESTRICTIONS

NTU offers a wide range of undergraduate courses and **limited** selection of PhD courses.

OFFICIAL TRANSCRIPTS

Two copies of the official NTU transcript will be mailed to your home university's exchange office within two months of completing the exchange programme. One copy will be for your retention, while the other shall be retained by your home university.

NTU does not issue electronic transcripts to exchange students.

WITHDRAWING FROM THE PROGRAMME

You must inform your home university in writing of your decision to withdraw, with NTU's Office of Global Education and Mobility (OGEM) in copy.

APPLYING TO THE PROGRAMME

APPLICATION

DEADLINE

SEMESTER 1 INTAKE

Apply by: 22 April 2024

CHECK YOUR ELIGIBILITY

- ☒ My home university is NTU's partner institution
- ☒ I am a full-time, matriculated student at my home university
- ☒ I have been nominated by my home university
- ☒ I have completed at least two semesters of study at my home university
- ☒ I have a CGPA of at least 3.3/5 or equivalent
- ☒ I am proficient in the English language



IMPORTANT

Your completed application must be and received within the stipulated deadline. Late applications will not be processed. Incomplete submissions will result in delays with implications to downstream processes.

NTU-SUSEP applicants must be nominated by their home institution.

We do not accept direct applications. Once your nomination is submitted, you will receive the application link, together with information to help you begin your application.

DOCUMENTS TO SUBMIT

PASSPORT-SIZED ID PHOTO (.JPG, <100KB)

- Clear, coloured passport-sized ID photo taken recently
- Check **photo guidelines** (must be **strictly adhered to**)
- Photos or scans taken of photographic images will be **rejected**

IDENTITY DOCUMENTS (.JPG, <200KB)

- Clear, coloured, scan of your passport bio-data page OR NRIC

TRANSCRIPTS (.PDF, COMBINED INTO A SINGLE FILE)

- Official transcript (**signed by the Registrar and stamped with the home university's seal**), reflecting all courses taken to-date
 - **Do not submit**
 - examination results
 - unofficial transcripts
 - transcripts without a signature and stamp
- List of courses taken in current semester (if not shown in transcript)

ADDITIONAL DOCUMENTS

- **PhD applicants only:**
 - Bachelor's transcripts and degree certificate (.pdf)

COURSE MATTERS

In your application, you will be asked to list at least 10 courses.

COURSES OFFERED

UG courses

Course offerings will only be published in May and November (for Semester 1 and 2, respectively). Use the previous year's courses offered as a reference.

PhD courses

A very limited selection of PhD courses is available for exchange students. PhD students may only select PhD courses from a given list, to be published in March and September (for Semester 1 and 2, respectively).

RESTRICTED COURSES/PROGRAMMES

Exchange students are **not allowed** to apply for/read restricted courses and programmes. Students should not appeal for such courses.

../COURSE SELECTION

CREDIT TRANSFER

It is your responsibility to ensure that the NTU courses selected are transferrable for credit at your home university. To find detailed course syllabi, try a simple search on the NTU website. If you are unable to find what you need, write to Office of Global Education and Mobility (OGEM) to request it.

COURSE APPROVAL

The courses indicated in your application will be evaluated against your academic documents by the offering School(s). If deemed suitable, the courses will be approved for you to read. Note: **approval does not translate to course enrolment**, as enrolment is subject to availability of vacancies and the class/exam schedule. Course enrolment takes place in a later step.



GOOD TO KNOW

Due to capacity limits, courses offered by NTU's School of Computer Science and Engineering (SCSE) courses are **no longer available** to exchange students until further notice.

Depending on your requirements, you may be able to find suitable alternatives offered under our other **five Engineering Schools** instead.

Across the board, it is worth noting that it can be very difficult to secure placement for courses that are highly popular. You can avoid disappointment by planning for back-ups and being flexible with your course plan.

To ensure that you have an adequate number of approved courses prior to arriving at NTU, select **no fewer than 10 courses** in your application. Check that they are approved by your home university and are deemed necessary for your academic progression. Stay abreast of information relating to course registration processes and deadlines in the weeks leading up to the start of the semester.

In the event that you do not have sufficient courses approved prior to your arrival at NTU, you may still add on or modify your course plan during the 2-week add/drop period after your arrival at NTU in Teaching Weeks 1 and 2.

OTHER MATTERS

HEALTH/MEDICAL DECLARATIONS

To ensure that your wellbeing is addressed, you should declare existing conditions (medical, physical/mobility, sensory impairment, neurological deficits and/or learning disabilities, etc) in your application. Medical documentation and/or specialist assessment reports will be requested for evaluation.

MISCELLANEOUS FEES

The compulsory miscellaneous fees help to meet part of the costs of providing programmes and amenities, IT services, and other academic-related services to students. Successful applicants will be advised of the amount payable in due course. Miscellaneous fees are **not** applicable to NTU-SUSEP Phd applicants.

HAVE A QUESTION?

Find information about course selection and more in our **NTU-SUSEP webpage**.

If you have a specific query, please write to the Inbound Mobility Team at the Office of Global Mobility (OGEM) at **GEM-Trailblazer@ntu.edu.sg**

RESOURCES

[../GEM TRAILBLAZER EXCHANGE](#)

[../FINANCE AND ADMINISTRATION](#)

[../STUDENT LIFE](#)

[../WELLNESS AND SUPPORT](#)

[../CAMPUS HEALTH SERVICES](#)