

21 July 2016

To: All Returning Students of the Faculty of Science

Welcome back to the Faculty of Science. We hope you had an enjoyable vacation and are fully re-charged to begin your new semester of study.

This letter contains important information on the Online Module Registration through CORS and filing procedures for Graduation and Honours Projects for AY2016/17 Semester 1. Do read this letter carefully.

### **CENTRALISED ONLINE REGISTRATION SYSTEM (CORS)**

The schedule for Online Module Registration for Semester 1, AY2016/17 is as follows:

Module registration period	21 July 2016 (Thu) – 10 August 2016 (Wed)
Lectures begin	8 August 2016 (Mon)
Tutorial registration for selected Physics Level 1000 Modules	8 August 2016 (Mon) – 12 August 2016 (Fri)
Tutorial registration for all other modules	12 August 2016 (Fri) – 19 August 2016 (Fri)
Tutorials begin	22 August 2016 (Mon)
Drop with 'W' & no refund of points	22 August 2016 (Mon), 0000hrs – 25 September 2016 (Sun), 2359hrs
Drop with 'F' & full refund of points	26 September 2016 (Mon), 0000hrs onwards

Please refer to the CORS website at <http://www.cors.nus.edu.sg/> for detailed schedules and activities of each bidding round.

#### Major/Minor Declaration

You will be prompted by the system for Major/s and Minor/s declaration upon the first login. The minimum requirement of your candidature is to read 1 Major Programme and the maximum allowance is 2 Major Programmes with 2 Minor Programmes (Pharmacy students are allowed to read a maximum of 1 Major Programme only). Do select the Programmes according to your ability. You may amend your declaration each semester during the first login to CORS. No amendment is allowed **beyond the fifth semester of study**.

#### Bidding

Always bid for module(s) in earlier rounds. If you are able to see your desired non-Science modules available for bidding under the 'Regular' modules category, please proceed to select them for bidding. The category under which you bid for the module and the module type code set for CORS will **not** affect how the module will be used for your graduation requirements.

#### Assistance

You may register for modules online via any computer with internet access. For students who prefer to do the online registration in the Faculty, please proceed to S16-05-101 Computer Lab. Should you require any assistance, please approach the Science Computer Based Learning Centre (CBLC) Helpdesk during the module registration period at S16 Level 2.

The contact information and operating hours of Science CBLC Helpdesk for AY1617 Semester 1 are as follow:

21<sup>st</sup> July 2016 – 10<sup>th</sup> August 2016  
 Hotline - 6516 8701  
 Email - [helpdesk@science.nus.edu.sg](mailto:helpdesk@science.nus.edu.sg)

Monday – Thursday	0900 – 1730 hours
Friday	0900 – 1630 hours
Weekends & University/Public Holidays	Closed

**Please bring along your NUSNET ID and NUSNET Password, and O-level & A-level certificates during the module registration period. Students should not reveal their login/email passwords and NUS Smartcard PIN number to anyone. Disciplinary action will be taken against those who do so.**

#### Workload

All Single Degree students can select and bid up to a **maximum of 23 MCs** in bidding Round 0 to Round 2. Starting from Round 3, the workload allowance shall be in accordance to the matriculation cohort and the student’s CAP as tabled below.

Students from Cohorts 2009/10 – 2011/12

CAP	Round	Max Workload	Remark
0.00 – 5.00	1 – 2	23	
0.00	3	26	Freshman
0.00 – 1.99	3	23	Probation
2.00 – 3.49	3	26	
3.50 – 5.00	3	32	

Students from Cohorts 2012/13 and beyond

CAP	Round	Max Workload	Remark
0.00 – 5.00	1 – 2	23	
0.00	3	26	Freshman
0.00 – 1.99	3	23	Probation
2.00 – 3.19	3	26	
3.20 – 5.00	3	32	

Do note that the stipulated minimum workload that each student should have from AY2015/16 Semester 1 onwards is **18 MCs per semester**. Please refer to the following link for more information:  
<http://www.nus.edu.sg/registrar/edu/UG/graduation.html>

#### **QUALIFYING ENGLISH TEST (QET)**

Students are reminded to register for your QET if you have not done so. Students will be notified by the Centre for English Language Communications (CELC) of your QET results.

- Students who obtain Band 1 will have to take ES1000 followed by ES1102.
- Students who obtain Band 2 will have to take ES1102.
- Students who obtain Band 3 are exempted from these English modules.

Students are strongly advised to complete the required module(s) within the first year of study. Students who are required to read both ES1000 and ES1102 may read ES1000 in AY2016/17 Semester 1 and ES1102 in AY2016/17 Semester 2. For students who are required to read only ES1102, you may read it during Semester 1 or Semester 2 of AY2016/17. Please refer to the CELC website for more information:  
<http://www.nus.edu.sg/celc/programmes/get.php>

#### **COMPULSORY COMMUNICATION MODULE**

The Centre for English Learning and Communication (CELC) and Faculty of Science have co-developed a module SP1541/ES1541 Exploring Science Communication through Popular Science. This is a

compulsory module for all Science students (except Pharmacy and Environmental Studies students, USP and SPS students and students from any Residential Colleges) matriculated in AY2013/14 onwards. Science students matriculated in AY2015/16 and onwards will read the module code SP1541 while students matriculated in AY2014/15 and before will read the module code ES1541. Students are strongly advised to complete the module within the first year of study. Students who are required to read ES1000 and/or ES1102 should try to read this module in AY2016/17 Semester 2 or latest by AY2017/18 Semester 1. Please refer to the following website for more information:

<http://www.science.nus.edu.sg/undergraduate-studies/ugreq/curriculum-structure/186-undergraduate/ugreq/curriculum-structure/708-es1541>.

## **MODULE AND EXAMINATION TIMETABLE**

The class and examination timetables for AY2016/17 Semester 1 can be found at the following URL:

<https://myaces.nus.edu.sg/cors/jsp/report/ModuleInfoListing.jsp>

The onus is on the student to map out their study plan and avoid registering for modules with clashes in class or examination timetable. Students may use the NUS Timetable Builder to generate your own personalized timetable: <https://webrb.nus.edu.sg/ctt/builder.aspx>

## **OVERLAPPING AND PRECLUDED MODULES**

Some modules offered may overlap substantially in content with each other. Students are discouraged from reading overlapping modules unless both are required for attaining a double major, for example. In such situation, students may be allowed to read the overlapping modules, but only the modular credits of one will be counted towards the graduation requirements.

Similarly, if you have obtained approval to read a precluded module, only the modular credits of one of the modules will be counted towards your graduation requirements.

Students are expected to exercise personal responsibility to check if they are reading overlapping or precluded modules. When in doubt, students should consult the module coordinator or an academic advisor. Please refer to the following links for the list of precluded and overlapping modules.

- <http://www.science.nus.edu.sg/undergraduate-studies/ugreq/curriculum-structure/186-undergraduate/ugreq/curriculum-structure/218-overlapping-modules>
- <http://www.nus.edu.sg/registrar/nusbuletin/>

## **GENERAL EDUCATION (GE) CURRICULUM**

As part of Graduation Requirements, all **students admitted from AY2015/16 (except students from Law, Medicine, Dentistry, the University Scholars Programme and the University Town College Programme)** are required to read one General Education Module from each of the five pillars to satisfy the University Level Requirements (ULR). The five pillars are:

- Human Cultures
- Quantitative Reasoning<sup>1</sup>
- Singapore Studies
- Thinking and Expression
- One other module<sup>2</sup> from either the **Human Cultures**, Singapore Studies or Thinking and Expression pillar.

<sup>1</sup> Only one module is offered under the Quantitative Reasoning pillar, GER1000 – Quantitative Reasoning. Most students would have already read this module. For more information please refer to <http://qoo.qi/nZ7QzB>.

<sup>2</sup> As the 5<sup>th</sup> pillar ("Asking Questions") is not available for students in cohort AY2015/16, students are to read one other module from the other pillars. Students are encouraged to read another module from the **Human Cultures** pillar. RVC students may read *GEM1917 Understanding and Critiquing Sustainability* as fulfilment of the "Asking Questions" pillar.

Please note that students who have read/selected 1 module in GES and/or GET pillar are **not** allowed to bid for a 2<sup>nd</sup> GES and/or GET module respectively until Round 3 – if there are still vacancies.

You may refer to the following site for more information: <http://www.nus.edu.sg/registrar/gem/home>

## **S/U OPTION POLICY**

### **1. FOR COHORTS MATRICULATED BEFORE AY2014/15**

The entitlement of S/U Option is at 12MCs. Students are not allowed to declare S/U option on ALL modules within the First and Second Major Requirements, including modules hosted by other faculties, regardless of whether these modules are read in excess. S/U option is also not applicable towards all regular Science modules even though they may be read as Unrestricted Electives.

The 'S' or 'U' grade obtained for modules that fall within the Major Requirements of a newly declared First or Second Major from AY2013/14 Semester 2 onwards will be reverted to original grade upon the declaration of the new Major, regardless of when the modules were completed.

Do find out more about S/U Option Policy by reading the FAQs and relevant information at the following websites.

- <https://share.nus.edu.sg/registrar/student/info/SU-FAQs.pdf>
- <http://www.science.nus.edu.sg/undergraduate-studies/ugfaq/faq-current>
- <http://www.science.nus.edu.sg/undergraduate-studies/ugreq/s-u-option>

### **2. FOR COHORTS MATRICULATED IN AY2014/15 AND AY2015/16**

The Grade Free Semester 1, launched in AY2014/15 Semester 1, serves to facilitate a transformation in students' mind set towards grades and learning in the university setting.

Under the new S/U Policy, students receiving letter grades for the modules mentioned in Point B below can opt to keep their grades or convert them to Satisfactory 'S' or Unsatisfactory 'U' grade.

#### **A. Grade Free Semester 1 is applicable to the following groups of students:**

- Students matriculated in AY2014/15 and AY2015/16
- Students who accessed NUS modules prior to their first regular semester as undergraduate student in AY2014/15 Semester 1 – Polytechnic exemptions, advance placement tests for NUS modules, former H3, NUSHS, RNS men (iBLOC and Special Term)
- Clean slate transfer/ readmitted students (with no grade/credit transfer of any NUS module) in AY2014/15 and AY2015/16
- Partner University (JDP, CDP, DDP) students whose first semester of study is at NUS

#### **B. The abovementioned entitlement may be applied on the following modules:**

- Level 1000 modules (excluding non-credit-bearing English language proficiency modules)
- Level 2000 modules without NUS modules as pre-requisites
- Centre for Language Studies (CLS)' language modules at all levels
- Centre for English Language Communication's (CELC) Level 2000 Communication and Ideas & Exposition modules
- GEK2508, GEM2509
- Yale-NUS language modules at all levels
- For accelerating students\*: Level 2000 modules with NUS modules as pre-requisites (only if they are read in the first semester)

\*Accelerating Students are defined as those who have already met the pre-requisite to enrol in these Level 2000 modules in the first semester.

#### **C. S/U Option is not applicable for the following situations/modules:**

- Modules dropped with 'W' or 'F' grade (during the module dropping period)
- Modules assigned 'IC' grade
- Modules in which student had committed plagiarism
- Modules in which the Board of Discipline had prescribed a revised grade
- University Scholars Programme's (USP) Writing and Critical Thinking modules (UWC2101%) and Quantitative Reasoning modules (UQF2101%)
- Yong Siew Toh Conservatory of Music (YSTCM) Major Study Module

#### D. Key Points to Note:

##### 1. Classification of the S/U Option:

Students may exercise the S/U Option for up to 32 MCs of which:

- 20 MCs can be exercised during the first semester;
- 12 MCs at any time during the candidature.

Both the 'S' and 'U' grade count towards the 32 MCs worth of S/U Option entitlement.

##### 2. Exceptions to S/U Option Entitlement:

Freshman Seminar (4 MCs) and Applied Science students' Professional Placement Programme module (8 MCs) which are read on an Completed Satisfactory/Completed Unsatisfactory (CS/CU) basis, and all modules read on exchange programmes on an Overseas Satisfactory/Overseas Unsatisfactory (OVS/OVU) basis will not impinge on the 32 MCs worth of S/U Option.

##### 3. About S/U Grading

- For modules read on an S/U basis, the modular credit is obtained only if a student attains a Satisfactory 'S' grade on the module.
- A Satisfactory 'S' grade is an equivalent of a 'C' grade [or grade point of 2.0] and above.
- All modules read on S/U basis are excluded from the computation of the CAP.
- S/U Option, once exercised, is irrevocable. Students may not later request for a conversion to a letter grade after they have declared.

#### E. Carry Forward Policy

The following group of students are able to carry over unused S/U Option entitlement to the second semester for specific modules.

- First Major as Life Sciences
- First Major as Chemistry
- Students from Environmental Studies
- Students from Special Programme in Science (SPS)
- Students from Residential Colleges (RVRC, UTCP)
- Students from University Scholar Programme (USP)

Please refer to the Carry Forward Policy, which details the exact module/s applicable, for each group of students: <http://www.science.nus.edu.sg/undergraduate-studies/ugreq/s-u-option>

For students matriculated in **AY2015/16, Semester 1**, please refer to the following link for carry forward policy specific to the module GER1000:

<http://www.science.nus.edu.sg/undergraduate-studies/ugreq/curriculum-structure/186-undergraduate/ugreq/curriculum-structure/1310-ger1000-quantitative-reasoning>

Students are allowed to carry over a maximum of 8MCs from the Semester 1 20MCs S/U Option entitlement to Semester 2.

## **FILE FOR HONOURS PROJECT**

Students matriculated in AY2013/14 and beyond who intend to start Honours in their chosen major in Semester 2, AY2016/17, **must** file for Honours project online during the period of Online Module Registration (21 – 29 July 2016).

To qualify for commencing Honours in Semester 2, AY2016/17, you must have an overall CAP of at least 3.20, fulfilled 100 MCs or more, **and** have completed the major requirements under the B.Sc./B.Appl.Sc. programmes by the end of Semester 1, AY2016/17.

**Please be reminded that it is important to select the correct FFG option.** The Faculty will **not** be liable if students are unable to proceed to do the Honours due to incorrect filing.

### **For Pharmacy, Computational Biology and Environmental Studies Students:**

Please note that Pharmacy, Computational Biology and Environmental Studies students are **not** required to file for Honours project. Separate instructions/information on Honours project registration for these two programmes will be given to you by your respective department/programme coordinator.

### **For Current SEP/NOC Students:**

Students currently on SEP/NOC who **do not** require their overseas credits to start Honours project in Semester 2, AY2016/17 can send an email to [sciffg@nus.edu.sg](mailto:sciffg@nus.edu.sg) for assistance to file for Honours project.

On the other hand, students currently on SEP/NOC who **require** their overseas credits to start Honours project in Semester 2, AY2016/17 should read the FAQs via the URL below to find out the procedural steps, which should be taken.

FAQ: <http://www.science.nus.edu.sg/undergraduate-studies/ugfaq/faq-current#fileproj>

Please note that you **do not** need to file for Honours project online again in the semester that you embark on your Honours project i.e. Semester 2, AY2016/17.

If you need further clarifications on FFG matters, please email to Science Dean's Office at [sciffg@nus.edu.sg](mailto:sciffg@nus.edu.sg).

## **FILE FOR GRADUATION (FFG)**

Please read the following information carefully.

### **1. Students on Single Degree Programme**

**Students who intend to graduate by the end of Semester 1, AY2016/17 must file for graduation online during the period of Online Module Registration (21 – 29 July 2016).**

Before filing for graduation, you must ensure that you have:

- i. Fulfilled all graduation requirements (such as English Skills modules, ULR, etc), **and**
- ii. Not exceeded the limit on the number of Level-1000 modules to be counted towards fulfilment of graduation requirements, which is 60 MCs for both 120MC and 160MC programmes, **and**
- iii. Declared your major(s) and/or minor(s), if any, correctly.

**You are reminded to update your declaration of major(s) and/or minor(s), and remove those that you no longer want.** Otherwise, the FFG check will indicate that you do not satisfy the requirements of the major(s) and/or minor(s) declared and you may not be allowed to graduate at the end of Semester 1, AY2016/17.

**Students who do not file for graduation online by 29 July 2016 may have to delay their graduation till Semester 2, AY2016/17.**

Students are strongly advised to refer to the graduation requirements available at Faculty of Science Website and the Bulletin. Their URLs are below for your quick reference.

- Faculty of Science Website: <http://www.science.nus.edu.sg/>
- Bulletin: <http://www.nus.edu.sg/registrar/nusbuletin/>
- NUS Student Portal: <https://myportal.nus.edu.sg/studentportal/academics/ug/>

Should you have any enquiries on the requirements of majors and minors, please contact the departments offering the majors and minors directly.

## 2. Students on Double Degree Programme (DDP)

**Students who intend to graduate by the end of Semester 1, AY2016/17 must file for graduation online during the period of Online Module Registration (21 – 29 July 2016).**

Please note that the 60MC limit on Level 1000 modules is applicable to the modules counted towards each degree in the DDP. You must also ensure that you have fulfilled all graduation requirements and have declared your major(s) and minor(s) correctly.

### ***File for Graduation with Single Honours***

DDP students who wish to graduate with a Bachelor with Honours only in their primary degree should file for Single Honours graduation.

### ***File for Graduation with Double Honours***

DDP students who wish to graduate with Bachelor with Honours in both their primary and secondary degrees should file for Double Honours graduation.

If you need further clarifications on FFG matters, please email to Science Dean's Office at [sciffg@nus.edu.sg](mailto:sciffg@nus.edu.sg).

## **ACADEMIC WARNING, PROBATION & DISMISSAL**

For any semester in which the student's CAP falls below 2.00 (but  $\geq 1.50$ ), that student will be issued an academic warning. If, in the following semester, the student's CAP again falls below 2.00, s/he will be placed on probation. If the student's CAP remains below 2.00 for the third consecutive semester, the student will be issued a letter of dismissal by the Registrar and denied re-admission.

For students whose CAP falls below 1.50 for two consecutive semesters, they will be placed on probation for the first semester, followed by dismissal in the second semester.

Such a student may appeal the dismissal if there are extenuating circumstances. However, each student is only allowed to appeal **once** during his/her candidature.

The Table below summarizes the abovementioned rules on Academic Warning, Probation and Dismissal.

Academic Status	CAP
Academic Warning	$1.50 \leq \text{CAP} < 2.00$ for the first time
Probation	CAP $< 1.50$ for the first time OR CAP $< 2.00$ in subsequent semester for students with $1.50 \leq \text{CAP} < 2.00$ in the previous semester OR $1.50 \leq \text{CAP} < 2.00$ in subsequent semester for students with CAP $< 1.50$ in the previous semester
Dismissal	CAP $< 1.50$ for 2 consecutive semesters CAP $< 2.00$ for 3 consecutive semesters

Students who face difficulties in coping with their studies are encouraged to approach their academic mentors for guidance and support. The respective mentors will be able to guide and advise students of the various avenues where help is available. More information on the Science Academic Mentorship scheme is provided at <http://www.science.nus.edu.sg/students/ams>.

### **FEE REBATE POLICY (FOR STUDENTS MATRICULATED IN AY2014/15 AND BEYOND)**

With effect from AY2014/15, a rebate in tuition fees paid in excess of the total fees for the stipulated candidature period may be granted to eligible students who graduate on time within the stipulated candidature period.

A student is eligible for tuition fee rebate if s/he meets all of the following conditions:

- i. Admitted into an undergraduate degree under the modular system in NUS from AY2014/2015;
- ii. Completed NUS modules during the following period(s):
  - prior to the undergraduate candidature (e.g. NUS iBLOC, NUS H3 subjects, NUS modules taken as NUS High School students, and NUS modules taken under the Polytechnic Advanced Placement Programmes); and/or
  - during Special Terms within the undergraduate candidature;
- iii. Paid tuition fees in excess of the fees for completing the undergraduate degree programme on time in the candidature period applicable for fee rebate (as defined in the table below).

S/N	Degree Type	Candidature Period for Fee Rebate <sup>#</sup>
1	Single Degree/ Joint Degree Programme (120 MC)	6 consecutive semesters
2	Single Degree/ Joint Degree Programme (160 MC)	8 consecutive semesters
3	Double Degree Programme (DDP)	9 consecutive semesters

<sup>#</sup> Include all approved Leave of Absence (LOA) periods, except those given for medical reasons.

Please refer to the link for more details: <https://share.nus.edu.sg/registrar/student/info/FAQ-on-Fee-Rebate-Policy.pdf>.

### **PROGRAMMES OF INTEREST**

#### **1. Second Majors offered by FoS**

Science students who wish to enhance and broaden their undergraduate studies may opt for a second major. Please refer to the following website for more information:

<http://www.science.nus.edu.sg/undergraduate-studies/ugprog/second-majors>.

#### **2. Study Abroad Programmes**

FoS aims to cultivate a generation of undergraduates who are enterprising and global in outlook. To achieve this, we encourage students to go for overseas study trips through a host of programmes, which includes the Student Exchange Programme (SEP) and the Summer Programmes. Students participating in SEP will be able to spend a semester studying at a reputable foreign university, while students on Summer Programmes will spend a shorter but equally enriching period of several weeks studying overseas. More information is available at the following website:

<http://www.science.nus.edu.sg/undergraduate-studies/ugsap/ugsap-out>

### **IMPORTANT REMINDER**

Important information will be transmitted to students through the Faculty of Science Website (<http://www.science.nus.edu.sg/>) or via electronic mail.

***Please note that it is your responsibility to check these channels regularly for latest updates.***  
You are also reminded to clear your NUS Email Account regularly so that important emails can be delivered to you.



We wish you success in your studies.

Yours sincerely,

A/Prof Chua Tin Chiu  
Associate Dean  
Science Dean's Office

cc Dean, Vice Deans, Associate Deans & Assistant Deans, Faculty of Science  
Registrar  
Dean, Office of Student Affairs  
Director, Centre for English Language Communications  
Director of Programme, Quantitative Finance  
Director of Programme, Special Programme in Science  
Director of Programme, Food Science & Technology  
Director of Programme, Computational Biology Programme  
Heads of Departments of Biological Sciences, Chemistry, Mathematics, Statistics & Applied  
Probability, Pharmacy, and Physics, Faculty of Science  
Heads of Departments of Anatomy, Biochemistry, Microbiology, Pathology, Pharmacology, and  
Physiology, Yong Loo Lin School of Medicine  
Director, IT Unit  
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Presidents, Science Club & Science CBLC