
12 December 2024

To: All Returning Students of the Faculty of Science (Cohorts AY2020/2021 and before)

This letter contains important information on the Online Course Registration through Course Registration at Education Records System (CourseReg@EduRec) and filing procedures for Graduation and Honours Project for AY2024/2025 Semester 2. **Do read this letter carefully.**

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IMPORTANT INFORMATION

Courses offered within Science for Semester 2, AY2024/2025

Under the current guidelines, all our teaching venues will be operating at their full capacities. Do note that some large classes will adopt blended learning for their lectures, but tutorials and seminars may still be conducted in-person. Hence, please check the details from [NUSMods](#) and [Canvas](#)

Courses and Exam Timetable

To ensure that you are referring to the timetable for the correct Academic Year/Semester, please kindly check the header on NUSMods. Please note that although the timetable for Semester 2, AY2024-2025 is updated on NUSMods, departments might make some changes to the timetable for some courses. For the latest updates in NUSMods, please refer to it regularly.

The onus is on the student to map out the study plan and avoid registering for courses with clashes in class or examination timetable. **The Faculty of Science is not supportive of timetable clash waivers.** Students may use the NUSModS timetable builder to generate a personalised timetable: <https://nusmods.com/timetable>

Student Life Matters

Our Student Life Team is dedicated to ensuring that all Science students are always well-supported. We will be here to extend a helping hand to students in need and will provide a listening ear when they are in distress. We also manage financial aids for financially challenged Science students. For more details, please refer to: <https://www.science.nus.edu.sg/student-life-and-services/wellness-academic-financial-support/> or write to scisupport@nus.edu.sg.

NUS BULLETIN AY2024/2025

The NUS Bulletin for AY2024/2025 can be found in this [weblink](#). Please note that the contents of the bulletin are accurate as of the date of publishing. Students are strongly advised to refer to the Faculty of Science website and individual Department websites for the latest updates: <http://www.science.nus.edu.sg/>.

ACADEMIC PLAN DECLARATION

Academic Plan **Declaration** allows you to declare your major, Honours, specialisations, minors (open), and second majors (open) during the main semesters. Please note that you will not be allowed to register for courses unless the Academic Plan has been declared. You are also only allowed to make one declaration per semester. The minimum requirement of your candidature is to read 1 Major Programme and the maximum allowance is 2 Major Programmes with 3 Minor Programmes (Pharmacy students are allowed to read a maximum of 1 Major Programme only). Do select the Programmes according to your ability. No amendment is allowed beyond the fifth semester of study. Please refer to the online user guide on how to proceed with the Academic Plan Declaration; [http://www.nus.edu.sg/course/reg/docs/User-Guide-\(Std\) AcadPlan Decln.pdf](http://www.nus.edu.sg/course/reg/docs/User-Guide-(Std) AcadPlan Decln.pdf)

Academic Plan **Application**, on the other hand, involves the application for closed and restricted minors and second majors. The application period is in April and November, respectively for the following Academic Year Semester 1 and Semester 2. Please look out for the email sent by the Office of the University Registrar (OUR) on Academic Plan Application.

For more information, please refer to this [website](#).

Note: Students are required to submit your major/minor declaration in the Academic Plan Declaration system **at least 24 hours BEFORE** you are allowed to access and participate in the CourseReg (Course Registration) exercise. Only **one** attempt is allowed per semester, and no changes are allowed after the declaration is submitted. Students may add new Specialisation and/or drop their Second Major/Minor/Specialisation beyond their fifth semester of study. However, students are not allowed to change or opt for a new Second Major or Minor after their fifth semester's Academic Plan Declaration exercise.

COURSE REGISTRATION AT EDUCATION RECORDS SYSTEM (CourseReg@EduRec)

Course Registration at Education Records System (CourseReg@EduRec) is the University's consolidated course registration platform. The schedule for CourseReg@EduRec for AY2024/2025 Semester 2 is as follows:

Course Registration Period	2 Jan – 10 Jan 2025
Tutorial Registration Period	14 & 16 Jan 2025
Lectures begin	13 Jan 2025
Tutorials begin	20 Jan 2025 (GE% & Writing courses) 27 Jan 2025 (all other tutorials)
Drop with 'W' grade	27 Jan, 000hrs – 2 Mar 2025, 2359hrs
Drop with 'F' grade	3 Mar 2025, 0000hrs onwards

Please refer to the CourseReg@EduRec's [website](#) for more information on the schedule as well as step-by-step video and user guides to aid you in this course registration process.

Select Courses Rounds

Do note that Round 1 is a protected round, where students will be able to select courses that can be used towards:

- Programme (Faculty, Major, Specialisation) requirements
- Second Major requirements
- Direct admission/ Restricted Minor requirements
- Prescribed English requirements (i.e., courses offered by CELC)

Round 2 and Round 3 are open rounds where students will be able to select all courses* (including General Education courses) that they wish to read for the semester.

*Do note that certain courses might have course restrictions that limit the selection in CourseReg to certain groups of students.

Workload

All Single Degree students can select up to a maximum of 23 Units from Select Courses Rounds 1 to Round 2. From Round 3 onwards, the workload allowance shall be in accordance with the students' GPA.

GPA	Round	Max Workload	Remark
0.00 – 5.00	1 & 2	23	Nil
0.00 – 1.99	3	23	Academic Warning / Probation
2.00 – 2.99	3	24	Nil
3.00 – 3.99	3	26	Nil
4.00 – 4.49	3	30	Nil
4.50 – 5.00	3	32	Nil

Do note that the stipulated **minimum workload** that each student should have is **18 Units per semester**. Students are only allowed to underload in their graduating semester, or if they are doing credit-bearing internship.

Assistance

Should you require any assistance for FoS related courses, please contact Science Dean's Office via the [Online Query Form](#). For general enquiries, you can contact 6516 8471.

NUS DATA PROTECTION POLICY AND PERSONAL DATA PROTECTION ACT (PDPA) GUIDELINES

Recently, Singapore has seen multiple cases of data breaches and attacks on our IT infrastructure. Understanding that the University is not immune to these incidents and threats, we have taken direction from the Singapore Personal Data Protection Commission (PDPC) to roll out an e-training course DP1001 NUS Data Protection Policy and Personal Data Protection Act (PDPA) Guidelines to all undergraduates.

All students are required to complete the e-training course, "E-Training Package on Student Essentials" via [Canvas](#).

If you have questions related to NUS's collection, use and disclosure of your personal data, you may contact NUS Data Protection Office at +65 6776 2835 or dpo@nus.edu.sg.

QUALIFYING ENGLISH TEST (QET)

Students who have yet to take their QET will be notified by the Office of the University Registrar (OUR). The Centre for English Language Communications (CELC) will notify the student of their results after they have taken QET.

- Students who obtain Band 1 will have to take ES1000 followed by ES1103
- Students who obtain Band 2 will have to take ES1103
- Students who obtain Band 3 are exempted from these English courses

Students are strongly advised to complete the required course(s) within the first year of study. Students who are required to read both ES1000 and ES1103 may read ES1000 in the first semester of study and ES1103 in the second semester of study. ES1000 has 0 units and does not count towards the minimum workload. Please refer to the [CELC website](#) for more information.

COMPULSORY COMMUNICATION COURSE

CELC and FoS co-developed SP1541 Communication Practices in Popular Science, a compulsory course for all Science students (except for Pharmacy and Environmental Studies students, and students in Special Programmes such as SPS, USP and UTown residential Programme, and students residing in RVRC) matriculated in AY2015/2016 and beyond.

NEW!

Starting AY2024/2025, students reading SP1541 Communication Practices in Popular Science will learn about how science is communicated to non-specialist audiences in various mediums such as science news magazines, TED talks, and digital media. In addition, through collaboration with the Singapore Science Centre (SSC), students will experience communicating science to diverse audiences through introducing and explaining specific exhibits to visitors at the SSC. Those who choose to read SP1541X will engage different audiences in a Southeast Asian country, on a seven-day trip which includes field trips to places practising environmental and sustainability efforts. Vacancies for SP1541X is capped at 36 through CourseReg.

For more information, you may refer to the SP1541 and SP1541X [webpages](#); or email course coordinators, Dr Hah Sixian (SP1541) at sxhah@nus.edu.sg or Ms Hoong Shao Ting (SP1541X) at shaoting@nus.edu.sg.

GENERAL EDUCATION (GE) CURRICULUM

As part of Graduation Requirements, all students admitted from AY2015/2016 (except students from Law, Medicine, Dentistry and Nursing) are required to read one General Education Course from each of the five pillars to satisfy the University Level Requirements (ULR). The five pillars are:

- i. Human Cultures
- ii. Asking Questions¹
- iii. Quantitative Reasoning²
- iv. Singapore Studies
- v. Thinking and Expression

¹ GEQ1000 Asking Questions is the only course offered under the pillar. With effect from AY2021/2022 Semester 2, GEQ1000 Asking Questions will no longer be offered. To fulfil graduation requirements, students from cohorts AY2016/17 - AY2020/21 who have yet to pass GEQ1000 Asking Questions course are required to read and pass DTK1234 Design Thinking. Ridge View Residential College (RVRC) students may read GEQ1917 Understanding and Critiquing Sustainability to fulfil the Asking Questions pillar.

² GER1000/GEA1000 Quantitative Reasoning is the only course offered under the pillar. University Scholars Programme (USP) and University Town College Programme (UTCP) students admitted from AY2016/2017 are required to read GER1000/GEA1000. The rest of the GE requirements are fulfilled by USP/UTCP courses.

Students are strongly encouraged to complete the GE courses within the **first 2 years** of your candidature.

COMPUTATIONAL THINKING (CT)

To remain relevant in the workplace of tomorrow, undergraduates should acquire basic computational skills i.e. computational thinking (CT).

For FoS Students admitted from AY2017/2018 to AY2020/2021, the options to fulfil the CT requirement, by the respective Major Programmes are described below:

Majors	Options to fulfil Computational Thinking requirement
Computational Biology, Data Science & Analytics, Mathematics & Applied Maths, Quantitative Finance, Statistics	<p>These Majors will continue to acquire higher-order computational and programming skills in the form of CS1010S Programming Methodology (or its variants) (within the Major's core requirement)</p> <p>Where the major allows CS1101S Programming Methodology to be read in place of CS1010S (or its variants), CS1101S will also fulfil the higher-order computational and programming skills requirement for the student from that major.</p>
Life Sciences, Pharmaceutical Science, Physics	<p>Option 1: COS1000 or COS2000 – Computational Thinking for Scientists or Option 2: CS1010S (or its variants) – Programming Methodology or CS1101S Programming Methodology or Option 3: LSM2302 Computational Thinking for Life Sciences or Option 4: CS50 Introduction to Computer Science DYOM edX MOOCs</p>
Chemistry, Food Science & Technology	<p>Option 1: COS1000 or COS2000 – Computational Thinking for Scientists or Option 2: CM3267 – Computational Thinking and Programming in Chemistry* or Option 3: CS1010S (or its variants) – Programming Methodology or CS1101S Programming Methodology or Option 4: LSM2302 Computational Thinking for Life Sciences or Option 5: CS50 Introduction to Computer Science DYOM edX MOOCs</p>
Pharmacy	<p>For Cohort AY2018/2019 to AY2020/2021, to read one of the following as an Unrestricted Elective course: Option 1: COS1000 or COS2000 – Computational Thinking for Scientists or Option 2: CS1010S (or its variants) – Programming Methodology or CS1101S Programming Methodology or Option 3: LSM2302 Computational Thinking for Life Sciences or Option 4: CS50's Introduction to Computer Science DYOC edX MOOCs</p>

Bachelor of Environmental Studies (BES)	All undergraduates (from FASS and FoS, in BES, inclusive of BES students in the UTCP or USP programme), will be required to do GET1050 Computational Reasoning. Students may also choose to take the courses below as an alternative to fulfil the CT requirement: NM2207 Computational Media Literacy PH2213 Computation and Philosophy EC3305 Programming Tools for Economists BES students doing the UTCP at Residential College 4 (RC4) and have read a Junior Seminar course (i.e., UTC1702%) are exempted from GET1050 as the RC4 programme encourages explicit use of representing thinking, using computer models.
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Note: As CS50 Introduction to Computer Science from EdX is not equivalent to CS1010S (or its variant), CS50 will not serve as pre-requisite for higher computing courses. Also, there is a one-way preclusion in place, where students who have read CS50 will be precluded from reading CS1010S. Students who are required to read CS1010S (or its variant) as part of their majors/second majors/minors are to take CS1010S (or its variant) instead of CS50. For students who have taken CS50 but requires reading CS1010S (or its variant) as part of their majors/minors, please write in to SOC to be allowed to take CS1010S (or its variant) and credit will be recognised only for CS1010S (or its variant) but not CS50. Please also note that the number of credits transferred for CS50 is subjected to the maximum 8 Units allowed for DYOM. For example, if a student has already completed 5 Units worth of edX MOOCs, only 3 Units (and not 5 Units) can be counted for CS50.

More information on CT requirements is available on <https://www.science.nus.edu.sg/undergraduates/general-academic-requirements-and-policies/#computational>

FACULTY REQUIREMENTS

For more information on Faculty Level Requirements, please refer to <https://www.science.nus.edu.sg/undergraduates/general-academic-requirements-and-policies/#faculty>

OVERLAPPING AND PRECLUDED COURSES

Some courses offered may overlap substantially in content with each other. Students are discouraged from reading overlapping courses unless both are essential and are required for attaining a double major/minor.

Students are expected to exercise personal responsibility to check if they are reading overlapping and/or precluded courses. When in doubt, students should consult the course coordinator or academic advisor.

S/U OPTION ENTITLEMENT

FOR COHORTS MATRICULATED IN AY2016/2017 AND AFTER

With the launch of Enhanced Grade-free Scheme with effect from AY2016/2017 Semester 1, students may exercise the S/U option for up to 32 Units in the first year, including the first two regular semesters and first year special term. If this is not fully utilised, the S/U option may be exercised in subsequent semesters, for up to 12 Units.

Variations on the limit of S/U options that can be exercised apply for specific groups of students:

- i. Students without prior university experience but are granted 20 or more Advanced Placement Credits (APCs) at the point of admission to NUS may exercise the S/U option for up to 20 Units in the first year; if this is not fully utilised, the S/U option may still be exercised in subsequent semesters, for up to 12 Units.
- ii. Students with some prior university experience (which are being recognised towards the NUS degree) may exercise the S/U option for up to 12 Units anytime during their candidature, including the first year.
- iii. Students with a prior university degree are not eligible for the grade-free scheme.

Student Type		S/U Options Available	
		1 st Year (including 1 st Year Special Term)	Beyond 1 st Year Special Term (if unutilised)
Newly admitted students without prior university experience. This includes students with: - Clean slate transfer from another University or Faculty - Re-admitted into NUS on a clean slate	<20 APCs	32 Units	12 Units
	≥ 20 APCs	20 Units	12 Units
Students with some prior University experience. This includes: - Transfer from another University with Units - From partner Universities whose first year of study is not at NUS - Enrolled in DDP where Law is one of the partner faculties and hence spent their first year in Law		12 Units	12 Units
Students with a prior University degree		0 Units	0 Units

Key Points to Note

- Both the 'S' and 'U' grade count towards the total S/U Option entitlement.
- For courses read on an S/U basis, the Unit credit is obtained only if a student attains a Satisfactory 'S' grade for the course.
- All courses read on S/U basis are excluded from the computation of the GPA.
- S/U option, once exercised, is irrevocable. Students may not later request for a conversion to a letter grade.
- Please refer to <https://www.nus.edu.sg/registrar/academic-information-policies/undergraduate-students/continuation-and-graduation-requirements#SU> and <https://myportal.nus.edu.sg/studentportal/academics/ug/su-homepage.html> for the latest updates on S/U options.

APPLY FOR GRADUATION (AFG)

Please read the following information carefully.

Students on Single Degree Programme

Students who intend to graduate by the end of Semester 2 AY2024/2025 must apply for graduation online. You may go to "Apply for Graduation" via myEduRec from **0000hrs, 30 December 2024 to 2359hrs, 10 January 2025** to indicate your intention.

Please refer to <https://myportal.nus.edu.sg/studentportal/academics/ug/aa-afg.html> for more information on AFG and My Graduation Audit Report & My What-If Report.

Please also note that My Graduation Audit Report & My What-If Report do not take into account the courses you have not completed and passed. These two reports act as guides to assist you with graduation checks.

The onus is on the students to check their fulfillment of Graduation Requirements based on these two reports. You are strongly advised to refer to the graduation requirements available on the Faculty of Science website and the Bulletin based on your cohort.

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

- i. At least 120 Units total for non-Honours students and 160 Units total for Honours students
- ii. At most 60 Units of Level-1000 courses; any excess does not count toward the total Units graduation requirements. For courses that do not count toward the 60 Units limit, please refer to [link](#).
- iii. Ensure that you meet the minimum Units that must be earned from NUS courses <http://www.nus.edu.sg/registrar/academic-information-policies/undergraduate-students/continuation-and-graduation-requirements#MinMCRequirements>
- iv. Fulfilled all graduation requirements (such as English Skills courses, ULR, Science Faculty requirement, Computational Thinking etc.), **and**
- v. For Honours students only – If you intend to graduate with a specialisation, please check and ensure that you have declared it correctly.
- vi. For Honours and non-Honours students – please check and ensure that you have declared the right minor(s)/second major, if any
- vii. Please ensure that you do not violate double counting policy:
<http://www.nus.edu.sg/registrar/academic-information-policies/undergraduate-students/special-programmes/double-major-programmes>
and
<http://www.nus.edu.sg/registrar/academic-information-policies/undergraduate-students/special-programmes/minor-programmes>
- viii. For major-major, major-minor and minor-minor
 - a. GE courses cannot be used to fulfil both minor and ULR requirements
 - b. Double counted courses can be used to fulfil faculty requirements if they are within the primary major
 - c. No triple counting is allowed
 - d. Even with double counting, Units will only be counted once toward the minimum Units graduation requirements.
 - e. For more information, please refer to "Double Counting of Courses" at <https://www.science.nus.edu.sg/undergraduates/curriculum/faqs/>

You are reminded to update your declaration of major(s), specialisation and/or minor(s), and remove those that you no longer want. Otherwise, the AFG check will indicate that you do not satisfy the requirements of the major(s), specialisation and/or minor(s) declared, and you may not be allowed to graduate at the end of Semester 2, AY2024/2025.

It is important that students apply for graduation via myEduRec. Students who do not apply for graduation online by the stipulated deadline may have to delay their graduation till Semester 1, AY2025/2026.

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

- [Faculty of Science Website](#)
- [Bulletin](#)
- [NUS Student Portal](#)
- [Science Faculty requirements](#)

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

Students on Double Degree Programme (DDP)

Students who intend to graduate by the end of Semester 2, AY2024/2025 **must** apply for graduation online. "Apply for Graduation" via EduRec will commence from **0000hrs, 30 December 2024 to 2359hrs, 10 January 2025**.

Please note that the 60 Units limit on Level 1000 courses is applicable to all courses counted towards DDP. You must also ensure that you have fulfilled all graduation requirements and have declared your major(s), specialisation(s) and minor(s), if any, correctly.

Please submit a query under the category EXAM > Apply for Graduation via the MS Form [here](#) if you need further clarifications on AFG matters.

ACADEMIC CONTINUATION, PROBATION & DISMISSAL

FOR COHORT MATRICULATED IN AY2016/2017 AND AFTER

To remain in good academic standing, and to continue in an undergraduate programme of study, a student may not have GPA below 2.00 for two consecutive semesters. For any semester in which the student's GPA falls below 2.00, s/he will be placed on probation. If the student's GPA remains below 2.00 for the second consecutive semester, the student will be issued a letter of dismissal by the Office of the University Registrar (OUR) and denied re-admission.

With the launch of Enhanced Grade-free Scheme:

- For students eligible to exercise ≥ 20 Units of S/U options, the above continuation rules are applied from the third semester onwards.
- For students eligible to exercise ≤ 12 Units of S/U options, the above continuation rules are applied from the first semester onwards.

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

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 <https://www.science.nus.edu.sg/student-life-and-services/wellness-academic-financial-support/student-academic-support/>.

FEE POLICIES

Fee Rebate Policy

For more information, please refer to the [FAQ](#) which is available at:

<http://www.nus.edu.sg/registrar/administrative-policies-procedures/undergraduate/undergraduate-fees>

Tuition Fee Beyond Normal Candidature

With effect from the admission cohort of AY2016/2017, students admitted into an undergraduate degree under the modular system in NUS and who take longer than the normal candidature period to complete their degree requirements will have to pay partial non-subsidised fees, culminating in full non-subsidised fees, during the extended semesters.

In view that the Ministry of Education provides a Tuition Grant to subsidize a student's tuition fees up to the normal candidature period, the tuition fee payable beyond that would be the full non-subsidised semestral fees. To mitigate the impact of higher fees, the University undertakes to charge affected students only a proportion of the full non-subsidised semestral fees pro-rated based on the Units read in the extended semesters. In addition, the pro-rated full fees payable in the first and second semester beyond normal candidature will be capped at 120% and 150% of the subsidised semestral fees respectively.

The fees payable beyond normal candidature period are summarised in the following table:

Student Type	Semester after Normal Candidature Period	Revised fee pro-rated based on students' semester workload of x-UNIT
Single Degree Student	1 st	'Full [^] semestral [#] fees X Workload% ^{*†} capped at 'Subsidised semestral [#] fees X 120%'
	2 nd	'Full [^] semestral [#] fees X Workload% ^{*†} capped at 'Subsidised semestral [#] fees X 150%'
	3 rd onwards	Full [^] semestral [#] fees X Workload% [*]
Double Degree Student	1 st	'Full [^] semestral [#] fees X Workload% ^{*†} capped at 'Subsidised semestral [#] fees X 120%'
	2 nd	'Full [^] semestral [#] fees X Workload% ^{*†} capped at 'Subsidised semestral [#] fees X 150%'
	3 rd onwards	Full [^] semestral [#] fees X Workload% [*]

[^]Full (non-subsidised) fees are set out under the column "Fees payable by students not in receipt of MOE Tuition Grant" in the undergraduate fees table (refer [here](#)).

[#]Semestral fees refer to half of annual tuition fees set out in the undergraduate fees table (refer [here](#)).

^{*}Given that the student reads x-Unit of courses in the semester concerned, the 'Workload%' is capped at 100% if x exceeds 20 Units and x Unit/20 Units if otherwise, for fee computation purposes, i.e., tuition fee is pro-rated for workload < 20 Units.

[†] For Normal Candidature Period for DDP (single or double Honours) – refer [here](#) and related fee structure for DDP programmes refer [here](#).

Students who register for course(s) in the Special Term immediately following the expiry of their normal candidature period will continue to pay subsidised fees on a per course basis. However, for the Special

Terms beyond that, the Special Term fees payable will be the full non-subsidised semestral fees pro-rated based on the number of Units read.

Please refer to the links for more details: [FAQ](#) which is available at

- i. <http://www.nus.edu.sg/registrar/administrative-policies-procedures/undergraduate/undergraduate-fees>
- ii. <http://www.nus.edu.sg/registrar/academic-information-policies/undergraduate-students/continuation-and-graduation-requirements#ResidencyRequirement>

Refund Policy

Students who apply for Leave of Absence (LOA) or leave the University, either through withdrawal of their own accord or termination of candidature by the University, after Instructional Week 2 of the semester will be liable to pay fees for the entire semester. Requests for refund will generally not be considered.

PROGRAMMES OF INTEREST

Second Majors and Minors Offered by the Faculty of Science

- Science students who wish to enhance and broaden their undergraduate studies may opt for a second major or apply for minors. Please refer [here](#) for more information.

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,
Associate Professor NG Kah Loon
Associate Dean
Science Dean's Office