

## Document Submission Checklist – RSIS MSc Applications

To complete your online application, ensure you upload all required supporting documents listed in the table below or at this link: [www.rsis.edu.sg/gpo/admissions/how-to-apply](http://www.rsis.edu.sg/gpo/admissions/how-to-apply)

**Rolling admissions: round 1 and round 2 complete applications will be fast tracked. Round 3 applications may receive admission outcomes in Apr-May 2024.**

**Round 1:** Complete applications received 1 September-31 October

**Round 2:** Complete applications received 1-30 November

**Round 3:** Complete applications received 1-31 December

| No  | Required Application Supporting Documents   | Online Application Upload Section  | Document Uploaded?   |
|-----|---|--|--|
| 1.  | <b>Copy of undergraduate degree certificate</b> (in original language and accompanied by official English translation if the original language is not English).<br><b>Final Year Students:</b> submit a letter from your university stating your expected graduation date.  | EDUCATIONAL BACKGROUND section, DEGREE CERTIFICATES AND ACADEMIC TRANSCRIPTS | Yes <input type="checkbox"/> No <input type="checkbox"/><br>Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 2.  | <b>Copy of undergraduate Academic Transcript(s) stating your Grade Point Average (GPA)</b> (in original language and accompanied by official English translation if the original language is not in English).<br><b>Final Year Students:</b> submit your transcripts to date, including GPA to date.  | EDUCATIONAL BACKGROUND section, DEGREE CERTIFICATES AND ACADEMIC TRANSCRIPTS | Yes <input type="checkbox"/> No <input type="checkbox"/><br>Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 3.  | <b>Resume</b>   | EDUCATIONAL BACKGROUND section, DEGREE CERTIFICATES AND ACADEMIC TRANSCRIPTS | Yes <input type="checkbox"/> No <input type="checkbox"/>   |
| 4.  | <b>Statement of Purpose (600 Words):</b> discuss the professional, academic and personal experiences which contributed to your desire to study at RSIS, career aspirations upon graduation.<br><b>Scholarship Applicants (Full-Time candidates only):</b> must include <u>additional 300 Words in your statement of Purpose on why you should be considered for a Scholarship.</u>  | EDUCATIONAL BACKGROUND section, DEGREE CERTIFICATES AND ACADEMIC TRANSCRIPTS | Yes <input type="checkbox"/> No <input type="checkbox"/><br>Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 5.  | <b>Essay on an issue of national / international importance (600 words)</b>   | EDUCATIONAL BACKGROUND section, DEGREE CERTIFICATES AND ACADEMIC TRANSCRIPTS | Yes <input type="checkbox"/> No <input type="checkbox"/>   |
| 6.  | <b>Copy of TOEFL/IELTS* results</b> (compulsory for candidates who graduated from universities with non-English medium of instruction. Test dates must be within 2 years or less from the date of application).<br>- TOEFL: 600 Paper Based/ 250 computer based/100 Internet Based<br>- IELTS: 7.0<br><br>*The following tests are also accepted if taken no later than 31 December 2023: TOEFL iBT Special Home Edition; TOEFL ITP Plus for China students; IELTS Indicator; IELTS for UKVI<br><br>Candidates with undergraduate degrees taught entirely in English in a non-English speaking country: please submit an official letter from your university stating that English was the medium of instruction for your entire bachelor's degree to seek an IELTS/TOEFL waiver. | EDUCATIONAL BACKGROUND section, IELTS/TOEFL                                  | Yes <input type="checkbox"/> No <input type="checkbox"/><br>Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 7.  | <b>Copy of Identification documents:</b><br><b>International Students:</b> valid passport<br><b>Singaporeans:</b> NRIC front and back<br><b>SPR:</b> NRIC front and back, valid passport and re-entry permit<br><b>Employment Pass/ S Pass Holders:</b> employment pass and valid passport  | PERSONAL PARTICULARS section   | Yes <input type="checkbox"/> No <input type="checkbox"/>   |
| 8.  | <b>One passport-sized photograph</b> (electronic copy, jpeg format)   | PHOTO UPLOAD section   | Yes <input type="checkbox"/> No <input type="checkbox"/>   |
| 9.  | <b>Online Interviews and Written Assessment</b> (by invitation once candidates have submitted their complete application including all the supporting documents above)  | WORK EXPERIENCE section, WORK ASSIGNMENT                                     | Yes <input type="checkbox"/> No <input type="checkbox"/><br><input type="checkbox"/> Waiting for invitation          |
| 10. | <b>Submission of Two References</b> (must be emailed by your referees to <a href="mailto:RSISadmissions@ntu.edu.sg">RSISadmissions@ntu.edu.sg</a> , using the email title: 'Reference <candidate name> <application number>')<br>1. Reference one<br>2. Reference two   | NA<br>Email submission only  | Yes <input type="checkbox"/> No <input type="checkbox"/><br>Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 11. | <b>Payment of Application Fees</b> (non-refundable application fee of S\$50 per programme. Payment can be made online via credit or debit card once you have submitted the online application)  | NA   | Yes <input type="checkbox"/> No <input type="checkbox"/>   |