

## HASS INTERNATIONAL PHD SCHOLARSHIP (HIPS)

### HIPS Document #3a: Application Form for HIPS (PhD)

(Please submit your completed application form, together with all required materials, to HIPS Office, HASS, before the application deadline.)

Updated: 12 September 2018

<b>PART I – To Be Completed by Applicant</b>			
<b>A. Applicant's Particulars</b>			
(*Appointment and contract details need not be completed for non-NTU staff.)			
Name (Pls underline Surname / Family Name)		Are you serving any outstanding bond? If yes, pls specify bond duration, the approx. outstanding period & organisation that you are bonded to.	
Date of Birth	Gender	Marital Status	
Country of Birth (You must be a Singapore citizen at the point of application)		Singapore NRIC No.:  Date NRIC issued:	
School and Disciplinary Area Applying To			
Email Addresses		Telephone Numbers Home Mobile	
Present Appointment*		Period of Present Contract* From To	
<b>B. Proposed Programme of Study</b>			
(Pls list the institutions in which you propose to undertake the above course, <u>in order of preference</u> , and indicate the status of your applications.)			
Institution (Pls indicate City & Country)	Programme	Application Status	
<b>C. Financial Assistance from Other Sources</b>			
Financial assistance received from outside NTU for the programme of study: <input type="checkbox"/> Yes (To give details below and attach copies of relevant correspondence) <input type="checkbox"/> No			
Source(s)	Breakdown of Items & Amount	Application Status	

<b>D. Reasons for Applying for the HASS International PhD Scholarship</b> (Please attach additional paper if necessary)	
<b>E. Checklist of Application Materials</b> (Please tick accordingly, and indicate if not available)	
1. Your latest curriculum vitae and publication list (if applicable)	<input type="checkbox"/>
2. An abstract of any thesis previously written	<input type="checkbox"/>
3. Copies of 2 or 3 pieces of research/design work that the applicant considers to be his/her most significant works	<input type="checkbox"/>
4. A proposal of at least 2 research topics which you intend to pursue, with a minimum of a half-page write-up on the details of each proposed topic	<input type="checkbox"/>
5. A copy of your NRIC	<input type="checkbox"/>
6. A copy each of your detailed results/transcripts of the GCE 'O' & 'A' Levels / School & Higher School Examinations, and University degree(s)	<input type="checkbox"/>
7. A copy each of your certificates of the GCE 'O' & 'A' Levels / School & Higher School Examinations, and University degree(s)	<input type="checkbox"/>
8. A copy of your Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE) score sheet, if applicable	<input type="checkbox"/>
9. A copy of the letter(s) of offer from each university applied to for admission to graduate programme;	<input type="checkbox"/>
10. A copy of the letter(s) of offer for other scholarships and/or awards applied for and the outcome of these applications	<input type="checkbox"/>
11. A minimum of 2 confidential referees' reports	<input type="checkbox"/>
<b>F. Declaration</b>	
I hereby certify that the statements and information in this application form are true and correct to the best of my knowledge and belief, and I authorise the Nanyang Technological University to investigate all statements or other information contained in this application form and any attachments submitted with it, unless I have stated in writing to the contrary.	
Signature of Applicant	Date

**PART II – To Be Completed by Head of Subject (for official use only)****A. Application is supported**

- Yes  
 No

**B. Reasons/Comments**, which should include the following if application is supported:

- (i) *the Division/Programme's staffing plans/needs (in relation to the applicant);*
- (ii) *the Division/Programme's current and future strategic/focus areas of teaching and research;*
- (iii) *how the candidate who is being recommended for the Scholarship and the proposed doctoral programme will fit into the Division/Programme's plans and future direction; and*
- (iv) *recommendation of an appropriate senior faculty member in the Division/Programme who will act as a mentor (i.e. NTU Advisor), together with the Head*

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**Name and Signature of Head**


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**Date**

**PART III – To Be Completed by Chair of School (for official use only)**

**A. Application is supported**

- Yes
- No

**B. Reasons/Comments**

\_\_\_\_\_  
**Name and Signature of Chair**

\_\_\_\_\_  
**Date**

**To submit your application**

1. Please send, via post, a hardcopy of your application materials to the following address:

**HIPS Office**

College of Humanities, Arts, and Social Sciences  
Nanyang Technological University  
Office of the Dean, Level 5  
14 Nanyang Drive, Singapore 637332 (on or before 31 October 2018)  
48 Nanyang Avenue, Singapore 639818 (after 31 October 2018)  
Email: [hips@ntu.edu.sg](mailto:hips@ntu.edu.sg)

2. Do clearly indicate on the envelope that it is regarding “Application for HASS International PhD Scholarship (HIPS) 2019”.
3. In addition to the hardcopy, please email the softcopy of your application materials to [hips@ntu.edu.sg](mailto:hips@ntu.edu.sg).
4. Please note that the closing date for applications is 30 November 2018.

**For your referees to send their confidential reports**

1. Please ask your referees to send their confidential reports either in hardcopy or through email to the following mailing / email address:

Hardcopy

HIPS Office  
College of Humanities, Arts, and Social Sciences  
Nanyang Technological University  
Office of the Dean, Level 5  
14 Nanyang Drive, Singapore 637332 (on or before 31 October 2018)  
48 Nanyang Avenue, Singapore 639818 (after 31 October 2018)

Email

[hips@ntu.edu.sg](mailto:hips@ntu.edu.sg)

2. Do clearly indicate on the envelope or email subject that it is regarding “HASS International PhD Scholarship (HIPS) 2019: Referee Letter for <Name of Applicant>”
3. Please note that the HIPS Office must receive all referee reports by the application deadline on 30 November 2018.