

## SUPPORTING DOCUMENT CHECKLIST FOR PhD

Please upload all supporting documents in the GDA3 unless we request otherwise.

| S/N | Instruction(s)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Upload your document under this GDA3 Field | Mandatory                                                                                                                                                                 |
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| 1   | <p>A copy of <b>ONE</b> of the following:</p> <ul style="list-style-type: none"> <li>i. <b>Singapore Citizens:</b> Singapore NRIC (only the front)</li> <li>ii. <b>Singapore PRs:</b> Re-Entry Permit</li> <li>iii. <b>International Applicants:</b> Passport biodata page (clearly reflecting full name, photograph and date of birth)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | National ID                                | Yes                                                                                                                                                                       |
| 2   | <p><b>Curriculum Vitae (CV) or Resume</b></p> <p>The CV should list academic, professional and personal achievements, including significant appointments held. Each appointment should include the organization, the period it was held for and major responsibilities. Please also indicate the total duration or years of working experience.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Personal CV                                | Yes                                                                                                                                                                       |
| 3   | <p><b>Personal Statement</b></p> <p>Describe your personal, academic and professional history, including significant non-law activities and why you think you will be an asset to the NUS community.</p> <p>There is no fixed format but please keep the length to 750 words.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Personal Statement                         | Yes                                                                                                                                                                       |
| 4   | <p><b>Statement of Purpose (Motivational Letter)</b></p> <p>A statement of purpose articulating your reasons for applying, preparation, specific study and research interests, future career aspirations, and why NUS is the ideal place for your doctoral studies. There is no fixed length for this document, but applicants are advised to be concise.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Statement of Purpose (Motivational Letter) | Yes                                                                                                                                                                       |
| 5   | <p><b>Bachelor's or Master's Degree Transcripts</b></p> <ul style="list-style-type: none"> <li>i. In its original language and with English translation, where applicable.</li> <li>ii. Legible transcripts. (We regret to inform you that we will not be able to process your application if your transcripts are not legible.)</li> <li>iii. Key in the GPA as per your transcript. Only if GPA is not available, key in the weighted average. If no scoring is available, please compute some reasonable score and justify your workings.</li> </ul> <p><u>For successful applicants, i.e., to whom we offer admission to</u></p> <p>It will be stated in your offer letter to submit your official final transcripts. These are to be signed by your University's Registrar and/or its representative. The signed official transcripts are to be enclosed in a SEALED envelope with its flap bearing the security seal of the University. You can either submit the sealed envelope yourself or have your</p> | Academic Transcripts                       | <p>Yes.</p> <p>Please provide a maximum of three transcripts in order of relevance (e.g. LLB first); do not submit documents that do not meet the admission requireme</p> |

| S/N | Instruction(s)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Upload your document under this GDA3 Field | Mandatory                                                          |
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|     | <p>University submit it to the NUS Law Admissions unit. You may use the <a href="#">Transcript &amp; Degree Request Form</a> to request your University to do this. Please note whichever submission mode you choose, we will not provide any acknowledgement of receipt to you or your University.</p> <p><u>Applicants who are graduating in 2027</u><br/>Please provide your interim academic results or transcripts by the application deadline to be considered for admission on a provisional basis. The final official transcript(s) and <a href="#">degree certificate(s)</a> must reach us by 30 June 2027.</p> <p><b>Applicants with transcripts issued by Singapore Institutions</b> may request certified true copies of their official transcripts via <a href="#">My Skills Future website</a>. You will be prompted to log in with your Singpass, thereafter click Academic Qualifications.</p>                                                                                                                                                                                                                                                                                                       |                                            | nts.                                                               |
| 6   | <p>i. <b>Grading System</b>, if not available on the transcripts from <a href="#">item 5</a>.</p> <p>ii. <b>Cumulative Grade Point Average</b> (with maximum GPA indicated)</p> <p>iii. <b>Official Cohort Ranking</b> (this is not a mandatory document, and it is only applicable for candidates who have graduated)</p> <p>We regret to inform you that we will not be able to process your application if your documents are not legible.</p> <p>If any of the above documents are not available, please include an explanatory letter to help us better understand your transcripts.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Academic Transcripts                       | Yes                                                                |
| 7   | <p><b>Bachelor's or Master's Degree Certificate</b><br/>In its original language and with English translation, where applicable. For applicants who will be graduating, please provide an official letter from your School, confirming that you are a student at that School and with an estimated date of graduation. The letter must also state that your degree certificate will be submitted to the NUS Law PhD Admissions by <b>30 June 2027</b>.</p> <p><u>For successful applicants, i.e., to whom we offer admission to</u><br/>It will be stated in your offer letter to submit your official degree certificate(s). They must be signed by your University's Registrar and/or its representative. The signed degree certificate(s) are to be enclosed in a SEALED envelope with its flap bearing the security seal of the University. You can either submit the sealed envelope yourself or have your University submit it to the NUS Law Admissions unit. You may use the <a href="#">Transcript &amp; Degree Request Form</a> to request your University to do this. Please note whichever submission mode you choose, we will not provide any acknowledgement of receipt to you or your University.</p> | Degree Scroll                              | Yes, for applicants who have graduated before application in GDA3. |

| S/N | Instruction(s)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Upload your document under this GDA3 Field                                                                                                                | Mandatory                                                                                                                                                                                 |
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| 8   | <p><b>Official TOEFL or IELTS (Academic) Score report</b></p> <ol style="list-style-type: none"> <li>Only TOEFL iBT scores (including iBT Home Edition) from a single test date are accepted.</li> <li>Do not use MyBest scores.</li> </ol> <p>Even though IELTS/TOEFL scores and reports are stated as optional in the NUS application portal (GDA3), if your undergraduate degree is not from a Singapore Autonomous University or an institution from Australia, Canada, Ireland, New Zealand, the United Kingdom and the United States, you <b>must either</b>:</p> <ul style="list-style-type: none"> <li>Indicate an IELTS or TOEFL test score and upload the test report; <b>or</b></li> <li>Submit a waiver request letter together with supporting documents: <ol style="list-style-type: none"> <li>A letter from your university confirming the same; or</li> <li>The official transcript for your degree stating that English was the mode of instruction.</li> </ol> </li> </ul> <p>Your request will be considered on a case-by-case basis.</p> <p>Please note that failure to submit an IELTS or TOEFL test score or a waiver request will render your application as incomplete if your undergraduate degree is not from a Singapore Autonomous University or an institution from Australia, Canada, Ireland, New Zealand, the United Kingdom and the United States. The application will not be processed further.</p> | Go to the Test Scores field and key in your scores, and upload your soft copy score report or waiver request under the English Proficiency Score Reports. | For all applicants, except those with an undergraduate degree issued by an Institution from Australia, Canada, Ireland, New Zealand, Singapore, the United Kingdom and the United States. |
| 9   | <p><b>Two academic/professional referee reports</b></p> <p>At least one of them must be from an academic who has taught you.</p> <p>After you have submitted your application online, your assigned referees will each receive an email inviting them to submit their referee report online by the application deadline.</p> <p>Applicants can check from GDA3 whether the referees have submitted their report. Applicants can send reminders to their assigned referees via GDA3.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Referee Report(s)                                                                                                                                         | Yes. Please provide the institutional email addresses of your referees.                                                                                                                   |
| 10  | <p><b>Detailed Research Proposal and Preliminary Reading List</b></p> <p>Please attach a research proposal of 2,500 to 3,000 words, with a suggested thesis title of the particular area or topic you wish to work on. Your proposal must be sufficiently detailed to enable the Selection Committee to judge whether it will make a significant contribution to legal scholarship and to consider your application. A list of preliminary readings must also be submitted with the proposal.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Research Proposal                                                                                                                                         | Yes                                                                                                                                                                                       |

| S/N | Instruction(s)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Upload your document under this GDA3 Field | Mandatory          |
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|     | Please include the word count at the end of your research proposal. The reading list will not count towards this word count.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                            |                    |
| 11  | <p><b>Important notes</b></p> <p><b>1. Final versions of documents</b></p> <p>We will only consider the last version of documents that were uploaded before the application deadline. Any previous versions will be purged/ignored without prior notification. Any versions uploaded after the application deadline will be purged/ignored without prior notification.</p> <p><b>2. No reminders given for missing documents</b></p> <p>Applicants must upload all the documents listed in this document <b>before the application deadline</b>. There will not be any reminders sent to candidates if there are missing documents in their applications. Please note that incomplete applications will not be reviewed, even if the application fee was paid before the application deadline.</p> | Applicants to note                         | Applicants to note |