

## 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 June 2025.**

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

**Round 2:** 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). <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"/> 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). <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"/> 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. <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"/> Yes <input type="checkbox"/> No <input type="checkbox"/>
5.	<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). - TOEFL: 600 Paper Based/ 250 computer based/100 Internet Based - IELTS: 7.0 *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 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"/> Yes <input type="checkbox"/> No <input type="checkbox"/>
6.	<b>Copy of Identification documents:</b> <b>International Students:</b> valid passport <b>Singaporeans:</b> NRIC front and back <b>SPR:</b> NRIC front and back, valid passport and re-entry permit <b>Employment Pass/ S Pass Holders:</b> employment pass and valid passport	PERSONAL PARTICULARS section	Yes <input type="checkbox"/> No <input type="checkbox"/>
7.	<b>One passport-sized photograph</b> (electronic copy, jpeg format)	PHOTO UPLOAD section	Yes <input type="checkbox"/> No <input type="checkbox"/>
8.	<b>Online Interviews</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"/> <input type="checkbox"/> Waiting for invitation
9.	<b>Submission of One Reference</b> (must be emailed by your referee to <a href="mailto:RSISadmissions@ntu.edu.sg">RSISadmissions@ntu.edu.sg</a> , using the email title: 'Reference <candidate name> <application number>') 1. Reference	NA Email submission only	Yes <input type="checkbox"/> No <input type="checkbox"/>
10.	<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"/>