
INFORMATION FOR PHARMACY FRESHMEN

12 July 2023

To: All Pharmacy students matriculating in July 2023

Welcome to the Faculty of Science. You have made the right choice! The integrated curriculum is designed such that your learning is holistic and integrated across basic, clinical and systems sciences. You will make connections and apply concepts learnt in the classroom to solve real-world patient problems alongside practicing pharmacists and other healthcare professionals, ensuring that you are well prepared for your future practice. For a start, we are pleased to provide you with the dates of key events and a series of useful and relevant information for your attention.

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IMPORTANT INFORMATION WITH REGARDS TO COVID-19

Courses offered within Science for Semester 1, AY2023/2024

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](#). We look forward to welcoming you back in the new academic year.

Advisory on use of masks

Mask-wearing remains mandatory in the following settings:

- i. In our healthcare facilities e.g. University Health Centre (UHC), University Counselling Services, clinics, in-patient and patient-facing sessions and environments.

Student Life Matters

Our Student Life Team is dedicated to ensuring that all Science students are well-supported at all times. 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.

Circulars for updates

Do note that the information provided is accurate as of the latest circular, please refer to <https://emergency.nus.edu.sg/> for updates regarding COVID-19.

REGISTRATION EXERCISE AY2023/2024

The Registration Exercise for all Pharmacy freshmen will be held in 2 parts and both parts are compulsory. You should have received an email from the Registrar's Office (RO) detailing the registration procedures by now. You may refer to the following links for important details on the Registration Exercise.

Registrar's Office Registration Information:

<http://www.nus.edu.sg/registrar/academic-activities/registration>

Registration Guide:

<https://sway.office.com/VqCZXg1DzWsdCop>

Registration (Part One)

All freshmen regardless of citizenship should have completed registration (Part One) and obtained your Student ID, PIN, NUSNET ID & NUSNET Password by now. These are personal and confidential information which should not be shared with anyone else. You will need to use the NUSNET ID and NUSNET password to access the various online systems in NUS. Freshmen under the age of 18 years at the point of completion of registration (Part One) may refer to the Registration Guide for other instructions.

Registration (Part Two)

Students are advised to read the Registration Guide for detailed instructions on this process. Briefly, the Part Two registration process will differ according to the freshmen's age and citizenship as follows:

- Singapore Citizens & Permanent Residents with valid Singapore mailing address
The student card will be delivered by post to your Singapore mailing address declared at the point of admission.
- International Students and Singaporeans without Singapore mailing address.
You will be informed by email on the collection of your student card in person.

Please activate your student card via the NUS Education Records System when you have collected your Student Card so that you can access and complete the Academic Plan Declaration within the NUS Education Records System to participate in CourseReg.

Should you encounter difficulty in completing the above-mentioned registration processes, please write to UGRegistration@nus.edu.sg or call them at 6601 2749 (From 9.00am – 12.30pm and 2.00pm – 5.30pm, Mondays to Fridays, except Public Holidays).

STUDENT'S PASS REQUIREMENTS FOR INTERNATIONAL STUDENTS

It is the University's requirement that every full-time international student must have a valid Student's Pass (STP) when term starts. If they do not have a valid student's pass by the stipulated deadline, a warning letter will be issued. Failure to comply with the instructions in the warning letter will lead to termination of their candidature. For more information, please refer to <https://www.nus.edu.sg/registrar/academic-activities/registration/administrative-matters> > Student's Pass Matters.

PRE-ADMISSION MEDICAL EXAMINATION (PAME)

It is the University's policy that as an admission condition, all incoming students (excluding non-graduating students and continuing & professional education students) are required to undergo a medical examination. Please refer to <https://www.nus.edu.sg/registrar/academic-activities/registration/administrative-matters> > Medical Examination).

A Negative Service Indicator (NSI) will be imposed if students do not complete the PAME. The NSI has the following effect:

- Unable to view exam results / enroll for any courses
- Unable to obtain official / unofficial result transcripts
- Student status / conferment letter will be withheld
- Degree scroll will be withheld

The Pre-Admission Medical Examination (PAME) is considered incomplete:

- a. If the student has not undergone the PAME.
- b. The student has completed the PAME but did not submit the completed PAME form
- c. The student has completed the PAME but have outstanding tests/ the test result is unsatisfactory. This tends to be outstanding urine tests which the student could close the loop by going back to the clinic to complete the tests, or submit the outstanding medical report from specialist.
- d. Students have submitted a medical report (e.g. health screening medical report) that does not meet the University's medical examination requirements. Student can close the loop by submitting the needful report as required by UHC.

Students can complete the PAME via these options:

- a. Walk-in to UHC on Tue, Wed, Thu (8.30am to 10.30am, 1.30pm to 3.30pm);
- b. Outside clinic whereby they would be required to submit the completed PAME form to UHC.
- c. International students - They can do the PAME at the clinics in their home countries and submit the forms to UHC.

The forms could be found at UHC's webpage <https://www.nus.edu.sg/uhc/general-health/medical-examination/pre-admission/pre-admission-medical-exam>. Students using option (b) and (c) should email the completed forms to preadm_med@nus.edu.sg.

NUS BULLETIN AY2023/2024

The NUS Bulletin for AY2023/2024 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 APPLICATION AND DECLARATION

Academic Plan **Declaration** allows you to declare your major, 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. Pharmacy students are allowed to read a maximum of 1 Major Programme only. Please refer to the online user guide on how to proceed with the Academic Plan Declaration;

[http://www.nus.edu.sg/ModReg/docs/User-Guide-\(Std\) AcadPlan Decln.pdf](http://www.nus.edu.sg/ModReg/docs/User-Guide-(Std) AcadPlan Decln.pdf)

Note: Students are required to submit your declaration in the Academic Plan Declaration system BEFORE you are allowed to access CourseReg (Course Registration). Only **one** attempt is allowed per semester, and no changes are allowed after the declaration is submitted.

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 AY2023/2024 Semester 1 is as follows:

Course Registration period	26 Jul – 8 Aug 2023
Tutorial Registration period	15 Aug – 17 Aug 2023
Lectures begin	14 Aug 2023
Tutorials begin	21 Aug 2023 (GE% & Writing courses) 28 Aug 2023 (all other tutorials)
Drop with 'W' grade	28 Aug 0000hrs – 01 Oct 2023 2359hrs
Drop with 'F' grade	02 Oct 2023, 0000hrs onwards

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

Select Courses Rounds

Do note that Round 0 and 1 are the protected rounds, where students will be able to select courses that can be used towards:

- Programme (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 are able to select all courses (including General Education courses) they wish to read for the semester.

Workload

All Single Degree students can select up to a maximum of 23 Units from Select Courses Round 0 to Round 2. From Round 3 onwards, the workload allowance shall be in accordance with the student's GPA.

For freshmen, all Single Degree students can select up to a maximum of 23 Units while Double Degree students and students involved in Special Programmes can select up to a maximum of 27 Units in their

first semester. Students may only apply to read beyond the maximum workload allowed from their second semester of study onwards by application during the CourseReg period.

GPA	Round	Max Workload	Remark
0.00 – 5.00	0 – 2	23	
0.00	3	26	Freshman (if all subjects are S/U-ed)
0.00 – 1.99	3	23	Probation
2.00 – 3.19	3	26	
3.20 – 5.00	3	32	

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 write to SCI CourseReg Enquiry, scicr@nus.edu.sg. For general enquiries, you can contact 6516 8471.

COURSE AND EXAMINATION TIMETABLE

The class and examination timetables for AY2023/2024 Semester 1 can be found at the following URL: <https://nusmods.com/courses>

The onus is on the student to map out the study plan and avoid registering for courses with clashes in class or examination timetable. **Faculty of Science is not supportive of timetable clash waivers.** Appeals are only considered if students require the course to fulfil their graduation requirement in their graduating semester, without which might lead to a delay in graduation. Students may use the NUSMODS timetable builder to generate a personalized timetable: <https://nusmods.com/timetable>

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' 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)

All incoming Faculty of Science students (both local and international) would have been informed by the Registrar's Office to take their QET during the 1st Round. Students will be notified by the Centre for English Language Communications (CELC) of their QET results.

- 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. Please refer to the CELC website for more information: <http://www.nus.edu.sg/celc/programmes/qet.html>

COMMON CURRICULUM FOR HEALTHCARE PROFESSIONALS

Pharmacy students admitted from AY2023/24 onwards will experience a new Common Curriculum for Healthcare Professionals whose learning outcomes are aligned with the future vision of healthcare with focus on preventive healthcare, facilitating ageing in place by using technology and analytics to deliver healthcare services to people wherever they may be located. The new curriculum features the following five pillars:

- i. Social and Behavioural Determinants of Health
- ii. Professional Practice 1: The Foundations of Health Professionalism
- iii. Professional Practice 2: Basic Skills in Health Professionalism
- iv. Data Literacy for Healthcare
- v. Digital Literacy for Healthcare

GENERAL EDUCATION (GE) CURRICULUM

Students admitted from AY2021/22 onwards (except students from Law, Medicine, Dentistry) will experience a new curriculum introduced by the GE Reform, which aims to ensure that the GE curriculum continues to provide a unique and relevant learning experience for students to thrive in today's rapidly-changing world. The new curriculum features the following six pillars:

- vi. Cultures and Connections
- vii. Critique and Expression
- viii. Data Literacy
- ix. Digital Literacy
- x. Singapore Studies
- xi. Communities and Engagement

Students are required to read one course from each pillar to fulfil their GE requirements. Pharmacy students are exempted from the Communities and Engagement pillar, and the remaining 5 pillars are embedded within the Common Curriculum for Healthcare Professionals. Hence, Pharmacy students will satisfy the GE requirements upon completion of the Common Curriculum for Healthcare Professionals.

DEGREE REQUIREMENTS

Minimum Unit Requirements

- i. At least 160 Units total
- ii. Minimum Units that must be earned from NUS courses
<https://www.nus.edu.sg/registrar/academic-information-policies/undergraduate-students/continuation-and-graduation-requirements#MinUnitRequirements>
- iii. At most 60 Units of Level-1000 courses; any excess does not count towards the total Units graduation requirements. The following courses do not count toward the 60 Units limit:
 - a. CFG1010
 - b. CFG1002 (AY16/17 enrolment onward)
 - c. Courses under the Design-Your-Own-Course (DYOC) initiative
 - d. ES1103
 - e. Polytechnic UEM APCs
 - f. HS1301 (AY21/22 enrolment onward)
<http://www.nus.edu.sg/registrar/academic-information-policies/undergraduate-students/degree-requirements>

Please refer to <https://myportal.nus.edu.sg/studentportal/academics/ug/aa-afg.html> for more information on 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 that you have not completed and passed. These two reports act as guides to assist you with graduation checks.

The onus is on the student 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.

S/U OPTION ENTITLEMENT

With the launch of Enhanced Grade-free Scheme with effect from AY2016/17 Semester 1, students may exercise the S/U option for up to 32 Units in the first two regular semesters. 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)	Year 1 st Special	Beyond 1 st Year Special Term (if unutilized)
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 credits 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 Units are obtained only if a student attains a Satisfactory 'S' grade for the courses.
- A Satisfactory 'S' grade is an equivalent of a 'C' grade and above.
- 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.
- For the latest updates on S/U options, 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>

CONTINUATION, PROBATION AND DISMISSAL

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 Registrar's Office and denied re-admission. 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.

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.

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

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-subsidized fees, culminating in full non-subsidized 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-subsidized semestral fees. To mitigate the impact of higher fees, the University undertakes to charge affected students only a proportion of the full non-subsidized 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 subsidized semestral fees respectively.

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

Student Type	Semester Normal Candidature Period	after	Revised fee pro-rated based on students' semester workload of x-Unit
Single Degree Student	1st		'Full [^] semestral [#] fees X Workload% ^{*1} capped at Subsidised semestral [#] fees X 120%'
	2nd		'Full [^] semestral [#] fees X Workload% ^{*1} capped at Subsidised semestral [#] fees X 150%'
	3 rd onwards		Full [^] semestral [#] fees X Workload% [*]
Double Degree Student	1st		'Full [^] semestral [#] fees X Workload% ^{*1} capped at Subsidised semestral [#] fees X 120%'
	2nd		'Full [^] semestral [#] fees X Workload% ^{*1} 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 20Units and xUnit/20Unit if otherwise, for fee computation purposes, i.e., tuition fee is pro-rated for workload < 20Units.

^{*}9th semester for DDP (single honours) and 10th semester for DDP (double honours) (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 [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.

IMPORTANT REMINDER

Important information will be transmitted to students through the Faculty of Science Website <https://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,

Dr Ng Kah Loon
Associate Dean
Science Dean's Office

Cc Dean, Vice Deans, Associate Deans & Assistant Deans, Faculty of Science
Registrar
Dean, Office of Student Affairs
Director, Centre for English Language Communications
Director of Programme, Quantitative Finance
Director of Programme, Special Programme in Science
Director of Programme, Computational Biology
Director of Programme, Bachelor of Environmental Studies
Heads of Departments of Biological Sciences, Chemistry, Mathematics, Statistics and Data Science, Pharmacy, Food Science & Technology and Physics, Faculty of Science
Heads of Departments of Anatomy, Biochemistry, Microbiology and Immunology, Pathology, Pharmacology, and Physiology, Yong Loo Lin School of Medicine