Saw Swee Hock School of Public Health

MASTER OF PUBLIC HEALTH 2019

APPLICATION INFORMATION BOOKLET
INTRODUCTION

**Public health** focuses on preventing disease and promoting health at the population level. In today's context, it is a field of work that seeks to identify the causes of ill-health as well as cost-effective measures to reduce their effects within the population.

**Why the NUS Master of Public Health programme?**

• **A living classroom**

As a country which has experienced rapid urbanisation and marked changes in population structure and healthcare needs, Singapore’s achievements in environmental health, infectious disease control, health promotion, and healthcare financing provide a “living classroom” for graduate students interested in a diverse range of public health topics.

• **A multi-disciplinary approach**

The MPH programme seeks to provide a rigorous and interdisciplinary approach to learning, with an emphasis on finding evidence-based, and innovative solutions to Asia’s current and future public health challenges. Within the university system, close links with the National University Hospital (NUH), the Lee Kuan Yew School of Public Policy, the NUS Business School, as well as the Faculties of Arts and Social Sciences ensure that research and teaching is both progressive and comprehensive.

• **A strong methodological focus**

The MPH programme stresses the importance of scientifically sound, rigorous methodology. At the same time, many modules include a practitioner-led component which is based on strong ties with the Ministry of Health and various healthcare institutions throughout the country.

**Where do our graduates go?**

Graduates are equipped to address both traditional and emerging public health issues. They assume leadership and administrative positions in health promotion and disease prevention, health administration, occupational and environmental health, and epidemiologic, clinical and health services research, and work in a wide variety of local and international settings.

Areas where our graduates have found employment include:

• Government and statutory boards such as the Ministry of Health, the National Environment Agency, the Health Promotion Board, the Communicable Disease Centre.

• Healthcare institutions including NUH, Tan Tock Seng, the Health Sciences Authority and the National Cancer Centre.

• Industry such as public health laboratories, research and development divisions within pharmaceutical companies, and occupational health and safety departments within the petroleum and chemical industry.

• Non-governmental organisations (NGOs) involved in medical and humanitarian work including Population Services International, Médecins Sans Frontières and international financial institutions like the World Bank.
## CURRICULUM STRUCTURE

The MPH programme is offered on both a full-time and part-time basis. Students complete five core modules, including a compulsory Practicum project. Students also read at least six elective modules and depending on their background, they may also choose to specialise in the area of Occupational Health, Epidemiology and Quantitative Methods, Global Health or Health Policy and Services. More details on the specialisation can be found at the MPH curriculum webpage.

### CORE MODULES

<table>
<thead>
<tr>
<th>Module Code</th>
<th>Module Title</th>
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</thead>
<tbody>
<tr>
<td>SPH5001</td>
<td>Foundations of Public Health (0MC, CS/CU)</td>
</tr>
<tr>
<td>SPH5002</td>
<td>Public Health Research Methods (8MC)</td>
</tr>
<tr>
<td>SPH5003</td>
<td>Health Behaviour and Communication (4MC)</td>
</tr>
</tbody>
</table>

**Elective Modules**

- SPH5004 Introduction to Health Policy and Policy Analysis (4MC)
- SPH5005 Practicum
- SPH5006 Contemporary Global Health Issues
- SPH5007 Programme Evaluation
- SPH5008 Public Health and Aging
- SPH5009 Qualitative Methods in Public Health
- SPH5010 Developing health proposals using DME skills & tools
- SPH5011 Information Technology in Healthcare
- SPH5012 Economics Methods in Health Technology Assessment
- SPH5013 Women’s, Children’s and Adolescents’ Health
- SPH5014 Informatics for Health

### ELECTIVE MODULES

- SPH501 Advanced Quantitative Methods I
- SPH502 Design, Conduct and Analysis of Clinical Trials
- SPH503 Collection, Management & Analysis of Quantitative Data
- SPH504 Healthcare Analytics
- SPH505 Control of Communicable Diseases
- SPH506 Control of Non-Communicable Diseases
- SPH507 Advanced Epidemiology I
- SPH508 Nutrition and Health
- SPH509 Urban Outbreak Management
- SPH510 Occupational Health Practice
- SPH511 Occupational Toxicology and Industrial Hygiene
- SPH512 Workplace Assessment
- SPH513 Occupational Ergonomics
- SPH514 Clinical Occupational Medicine (for medically qualified students)
- SPH515 Environmental Health
- SPH516 Principles of Workplace Health
- SPH517 Public Health Communication

### OTHER ELECTIVE MODULES

As part of their elective requirements, students can opt for the Independent Study Module (ISM) or Field Practice, which allows students to undertake internships, projects and other structured learning experiences with local or overseas institutions and health-related organisations. Students may also register for approved cross-faculty modules, subject to the acceptance by the relevant faculty/school.

<table>
<thead>
<tr>
<th>Programme Candidature</th>
<th>Full-Time</th>
<th>Part-Time</th>
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<tbody>
<tr>
<td><strong>Minimum Modular Credit (MC) Requirement</strong></td>
<td>MINIMUM 48 MCs</td>
<td>MINIMUM 48 MCs</td>
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<tr>
<td><strong>Minimum Period of Candidature</strong></td>
<td>12 MONTHS</td>
<td>24 MONTHS</td>
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<tr>
<td><strong>Maximum Period of Candidature</strong></td>
<td>24 MONTHS</td>
<td>48 MONTHS</td>
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</table>

Note: Modules are subject to availability and may change with each academic year.
APPLICATION INFORMATION

Please read the following information carefully for your application. For more information, please visit the school’s website at: www.sph.nus.edu.sg or email to: mph_admin@nus.edu.sg

All documents submitted for application will NOT be returned.

APPLICATION PROCEDURE

ONLINE Applications for the Master of Public Health (MPH) programme should be submitted via the NUS Graduate Admission System (URL: https://inetapps.nus.edu.sg/GDA2/Home.aspx)

In addition to the information submitted online, you must also forward a hardcopy application package that includes all of the following in order:

1. Application Checklist
2. 2 passport size photos
3. Printed copy of the Online Application Summary
4. Official transcripts and certificates [Transcript Request Form to be submitted to degree issuing institute]
5. Personal Statement
6. Curriculum vitae/ resume
7. Standardised test scores (if required)
8. Copy of passport and/ or identity card
9. Copies of all relevant supporting documents
10. Proof of payment of Application Fee
11. Documentary Proof of Financial Support
12. 2 Referee Reports [Submitted by your referees directly to us via hardcopy or email]

Please note the following:

- The application form must be completed in English.
- Non-English supporting documents must be accompanied by a notarised English translation.
- The originals of submitted documents must be furnished for verification at student registration.
- All supporting documents photocopied from originals are to be stamped “CERTIFIED TRUE COPY” & ENDORSED by a responsible person (e.g. school principal, commanding officer, personnel manager, etc.).
- Your full name, as written on page one of the application form, should appear on every document submitted. If any variation in your name appears on any material submitted, please highlight to us.
- Applicants should check and ensure their nominated referees have submitted their Referee Reports to the MPH Programme Administrator

All the above documents should be mailed to:

The Programme Administrator
Master of Public Health Programme
Saw Swee Hock School of Public Health
National University of Singapore
Tahir Foundation Building (MD1)
Level 10, 12 Science Drive 2
Singapore 117549

ADMISSION REQUIREMENTS

Medically Qualified Applicants

- MBBS or equivalent;
- One year of general clinical experience (excluding housemanship*);
  AND
- One year of experience in public health, health administration, occupational and environmental health or have entered clinical specialty training, OR
- Enrolled in the preventive medicine residency programme

* Applicable to Singapore-trained doctors only

Non-Medically Qualified Applicants

- A good Honours degree or equivalent; and
- Two years of experience in public health, health promotion, health administration, occupational and environmental health experience or clinical research.

Note: Meeting these minimum requirements does not imply automatic admission into the programme.
STANDARDISED TEST SCORES

English Proficiency for International Applicant

Test scores for the TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System) must be submitted for all international applicants EXCEPT those whose undergraduate or graduate degrees are from English-medium institutions in Australia, Canada, Ireland, New Zealand, the United Kingdom and the United States.

The minimum scores for the respective tests are required:
- 580 on the TOEFL paper-based test
- 237 on the TOEFL computer-based test
- 85 on the TOEFL internet-based test
- 6.0 on the IELTS test

Note: Scores for the TOEFL and IELTS are valid for 2 years. Please do not submit TOEFL or IELTS scores that are no longer valid.

- For TOEFL, please request the testing organization to send your scoresheet directly to Saw Swee Hock School of Public Health. Please quote 7897 for the TOEFL Institutional Code.
- For IELTS scores, applicants can submit a scanned copy of their IELTS scoresheet.

For more information about the TOEFL or IELTS, and for instructions on registering, please visit the websites www.toefl.org (for TOEFL) and www.ielts.org (for IELTS).

OFFICIAL TRANSCRIPTS AND CERTIFICATES

Official transcripts of academic work and degrees/diplomas/certificates from each college or university you have attended/attending must be submitted directly to the MPH Programme Administrator from your college or university registrar except for alumni of NUS. Present the “TRANSCRIPT REQUEST FORM” to your college or university registrar. If your institution does not provide official transcripts, please provide a certified true copy/notarised copy of your credentials and a list of courses taken and the grades/marks received. These documents should be signed by an official of the institution and mailed directly to the Master of Public Health programme in an envelope that is signed across the sealed flap. If the credentials are not in English, they must be accompanied by English translations that have been notarised.

CURRICULUM VITAE / RESUME

Please include your curriculum vitae (CV) listing your academic, professional, and personal achievements, including significant appointments that you have held. For each appointment, indicate the organisation, the period (include month and year) during which you held the appointment, your major responsibilities and the name and title of your supervisor. Please explain any gaps in your employment history.

PERSONAL STATEMENT

The Personal Statement is a crucial component of your application. Please elaborate on your goals and objectives of applying to the MPH programme. If additional pages are required, contents may be submitted on a blank sheet of paper. If you are currently not employed, please state the reason(s).

REFEREE REPORTS

You must provide 2 references in English from individuals who know you and your work, preferably one of which is your direct supervisor. It is important that you select referees who are able to comment on your abilities in the professional setting. All referees should complete the “REFEREE REPORT” and mail a signed hardcopy of their report directly to the MPH Programme Administrator. Alternatively, they may send a scanned copy of the signed report via email to mph_admin@nus.edu.sg.

Applicants should check and ensure their nominated referees have submitted their Referee Reports to the MPH Programme Administrator.
APPLICATION FEE

A non-refundable application fee of SGD50/- (inclusive of prevailing GST) is payable per application.

Payment may be made by any one of the following methods:

**Modes of Payment for LOCAL Students**

**ONLINE payment** by CREDIT/DEBIT CARD
- Payment is made through the Graduate Admission System
- Accepted Credit Cards - AMEX, VISA or MasterCard
- For Debit Cards, applicants must have an online banking account with either of the following banks - POSB/DBS, UOB or Citibank

**Modes of Payment for INTERNATIONAL Students**

**ONLINE PAYMENT**

a) By CREDIT/DEBIT CARD
- Payment is made through the Graduate Admission System
- Accepted Credit Cards - AMEX, VISA or MasterCard
- For Debit Cards, applicants must have an online banking account with either of the following banks - POSB/DBS, UOB or Citibank

Payment by telegraphic transfer WILL NOT BE accepted

**MANUAL PAYMENT**

b) By BANK DRAFT - Complete the relevant Application Fee Form and send it together with a bank draft (drawn on a bank in Singapore in Singapore dollar) made payable to "National University of Singapore". Please write your name, mailing address and programme applied for at the reverse side of the bank draft.

c) BY CASH - Cash payment will only be accepted if payment is made in person at the Master of Public Health (MPH) office. You may appoint a representative to pay on your behalf.

Please send your proof of payment together with your application package. Please note that an application without the application fee payment or with insufficient application fee amount will not be processed.
ADDITIONAL INFORMATION

Occupational Health Specialisation
Students who wish to specialise in Occupational Health should indicate this at the start of the first semester. The Occupational & Environmental Health specialisation will only be offered if there are a minimum of 6 full-time students wishing to opt for that specialisation in any one academic year. If there are insufficient numbers to run this specialisation, students should be prepared to stay on the General Public Health track.

Documentary Proof of Financial Support
International applicants must submit documentary evidence of their ability to support their study (e.g. a bank statement) indicating the availability of funding of at least S$18,000 or its equivalent in addition to the tuition and miscellaneous student fees. Applicants who are sponsored by an individual or organisation will need to submit a letter from the sponsor with details/documentary proof of the sponsorship. Those who are working in Singapore and applying for admission to our part-time programme may submit a copy of their recent pay slip.

The University has not engaged any external agencies to undertake graduate student recruitment on its behalf. Candidates interested in our graduate programmes are advised to apply directly to the University and not through any agents. Candidates who apply through agents will not have any added advantage in gaining admission and the University reserves the right to reject such applications without giving reasons.

ADDITIONAL INFORMATION FOR ONLINE APPLICATION

The Graduate Admission System enables candidates to apply for admission into the graduate coursework programmes offered by the National University of Singapore.

There is no limit to the number of applications you can submit. However, application for each programme must be submitted and accompanied by separate application form (which can be printed from the system after your submission), application fee and supporting documents sent to the respective department/faculty. Please refer to instructions and read the guide to the online application system before proceeding with your application.

IMPORTANT THINGS TO NOTE:
1) When submitting your application online, you will be asked to enter a valid and correct e-mail address and a 6-character Password. Your Email and Password are important and enable you to access the following online facilities related to your application:
   a. Online Application Status Enquiry*
   b. Online update of Personal Particulars and Contact Details

2) The Education Office will correspond with you primarily using e-mail during the application process to convey messages such as requesting for outstanding documents, interview notification etc.

   Hence, it is very important that you provide a valid and correct e-mail address and maintain your e-mail account regularly. The University will not be responsible for undeliverable e-mails and their consequences.

3) A 10-digit Application Number will also be generated for each application submitted. Please quote your Application Number when corresponding with the Education Office.
ONLINE APPLICATION PROCEDURE

1) **Accessing the NUS Graduate Admission System**

The Graduate Admission System (GDA2) is available at: https://inetapps.nus.edu.sg/GDA2/Home.aspx

2) **New Applicant – Create your account**

   a) New applicants must create an application account in the GDA2 system before they can start applying for courses in NUS. Click on “Create a new account”

   ![Graduate Admission System](https:// inetapps.nus.edu.sg/GDA2/Home.aspx)

   b) Enter required particulars on the “Create New Account” screen.

   ![Create New Account](https://inetapps.nus.edu.sg/GDA2/createNewAccount.aspx)

   *Important: Please ensure you enter a valid and correct e-mail address, date of birth and a 6-character Password. These details will enable you to check your application status, update your particulars and change your password. NUS and the Education Office will also correspond with you primarily using this email during the application process to convey messages such as requesting for outstanding documents, interview notification etc.*
3) **Existing Applicant – Login to your account**

   a) For existing applicants, login using your email and password.

   ![Login Page](image)

   **Important**
   1. It is mandatory for candidates to complete and submit the online applications personally.
   2. The University has not engaged any external agencies to undertake graduate student recruitment on its behalf. Candidates interested in our graduate programmes are advised to apply directly to the University and not through any agents. Candidates who apply through agents will not have any added advantage in gaining admission and the University reserves the right to reject such applications without giving reasons.

   **Browser Compatibility Issues**
   Please refrain from using Internet Explorer 11 (IE11) for the time being. The system is being upgraded for IE11 compatibility.

   We recommend that you use the following browsers:
   1) Internet Explorer 9, 10
   2) Firefox 31.0 and below,
   3) Chrome 39.0 and below,
   4) Safari 7.0 and below

4) **Start Course Application Process**

   a) Upon login, you will see the GDA2 HOME page. Click on **"Basic Programme Info"**.

   ![Course Application Process](image)
b) To apply for the MPH programme, click “Create New Application”.

c) Enter details as follows:

**Programme Type:** Coursework  
**Faculty:** SSH School of Public Health  
**Programme:** Master of Public Health (MPH)  
**Specialisation:** If you wish to specialise in Occupational and Environmental Health, select Occupational Health - SPN. Otherwise, leave this field blank (-- Select here --) to remain in the General Public Health track.

**Source of Finance:** Self Support/ Sponsorship/ Scholarship  
Note: Please select Sponsorship or Scholarship ONLY if you have secured the Sponsorship or Scholarship. Once you have secured the funding, please inform the Education Office to make the necessary changes for you for this application. If you intend to apply for Sponsorship or Scholarship, please select Self Support.
5) **View Instructions**

a) Before continuing with your application, click on “View Instructions” to see additional application instructions for the MPH Programme.

b) Proceed with your application by completing all required information listed on the left-hand side navigation bar.
6) **Personal Particulars**

Enter all relevant Personal Particulars. Fields denoted with the red asterisk * are compulsory fields.

a) International applicants who are residing or working in Singapore are required to fill in your **Pass Type** (dependent/employment/long term/student pass), **Pass Expiry Date** and **Pass Number**

b) Singapore PRs and International applicants are requested to fill in your passport details
7) **Contact Details**

a) You are required to enter your personal contact details as well as a next-of-kin’s details. A mailing address should be provided if different from your personal address.

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<table>
<thead>
<tr>
<th>Contact Information</th>
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<tbody>
<tr>
<td>Application: 2016064190 - Master of Public Health (MPH)</td>
</tr>
<tr>
<td>Instructions</td>
</tr>
<tr>
<td>- Please provide information on your Personal Contact and Next of Kin Contact (compulsory).</td>
</tr>
<tr>
<td>- Please also provide information on your Mailing Contact where applicable (optional).</td>
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<tr>
<td>Contact Type</td>
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<tr>
<td>Personal Contact</td>
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<tr>
<td>Mailing Contact</td>
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<tr>
<td>Next of Kin Contact</td>
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</table>

**Edit Personal Contact Information**

Please take note of the following information:

- The email address that you use to login to this system is the same as the primary email address on this page. If you change the email address here, please remember to use the new email address to login.
- Postal code is required if the country is Singapore.

*Denotes required field*

- **Primary Email Address**: sshph@gmail.com
- **Alternate Email Address**: 
- **Primary Phone Number**: 65-66012499
- **Primary Phone Type**: WORK
- **Alternate Phone Number**: 
- **Alternate Phone Type**: 
- **Address**: TAHRIR FOUNDATION BUI LEVEL 10, #10-01
- **Country**: Singapore
- **Postal Code**: 17549
- **Skype ID** (For interview if applicable):

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8) **Academic Qualifications**

a) Please provide your complete academic history including both completed and attempted programmes. Click ‘**Add**’ to insert an Academic programme.

b) Enter your academic history in reverse chronological order, **beginning with your current/most recently obtained academic qualification**.

c) Please state clearly if the programme was undertaken with subsidy from the Singapore Government or sponsored by a Singapore government agency (such as scholarships offered by the Ministries, Public Service Commission and Statutory Boards).
Test scores for the TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System) must be submitted for all international applicants **EXCEPT** those whose undergraduate or graduate degrees are from NUS, NTU, SMU, SUTD and English-medium institutions in Australia, Canada, Ireland, New Zealand, the United Kingdom and the United States. **You are required to send physical copies of supporting documents (original or certified true copy) of your test scores, together with your printed application summary.**
10) **Awards/Prizes**

a) Please provide information on your awards and prizes (if applicable). Click 'Add' to insert a new Award/Prize.

b) Select the type and complete the form.
11) **Languages**

a) Click ‘Add’ to insert new language ability

![Image of the NUS Graduate Admission System showing the option to add languages](image1)

b) Indicate your spoken and written ability for the language.

![Image of the NUS Graduate Admission System showing the fields for spoken and written language ability](image2)
12) **Employment History**

a) Click ‘Add’ to insert new employment history

b) Please provide details of employment since obtaining your 1st degree (Bachelor's) in reverse chronological order, starting with your current/ most recent employer. **If you are currently not employed, please state the reason in your personal statement.** Please leave this section blank if you do not have any Employment History.
Please answer a series of questions relating to (a) Funding (b) Application to NUS

a) Scholarships and Fellowships are applicable only to FULL-TIME students. You will be considered for relevant scholarships if you are deemed eligible for the available scholarships.

b) You can apply to be considered for both scholarship and Fellowship, if you are a full-time international student.
14) Disabilities and Special Needs

The University requires applicants to declare any disabilities or special needs that may require special assistance or facilities. Please provide details if ‘Yes’. Please note that this is not a guarantee of the provision of special assistance or facilities.
15) **Submitting the online application/ Application Completeness Check**

a) Ensure that your application is complete by going to “Application Completeness Check” and check that all the applicable sections have been completed.

b) Click “Next” and follow the steps to submit your application.
16) **Payment**

a) After your application has been submitted successfully, proceed to pay your application fee. Click “**Payment**” followed by “**Proceed to Pay**” and follow the on-screen instructions.
17) Links to forms for application

- Application check-list
- Transcript request form
- Referee report template
- Personal statement form
- Application fee form (if applicable)