Master of Public Health
Student Handbook 2021/2022

NUS
National University
of Singapore

Saw Swee Hock
School of Public Health

Contents

WELCOME

Welcome to the National University of Singapore and the Saw Swee Hock School of Public Health (SSHSPH).

As professionals already working within the field of public health, we trust that you bring with you a wealth of knowledge and experience, as well as a passion to improve the health of populations both within Singapore and beyond its borders.

Structured to promote self-directed learning, the Master of Public Health (MPH) programme is designed to both build and expand upon your existing skill set. As you go through the programme, we encourage you to carefully consider your professional needs, and to take the time to tailor your MPH experience to those needs.

The coursework for the MPH is multidisciplinary in nature and demands high levels of participation and academic rigor. Ultimately, your experience in the MPH programme is, to a large extent, determined by the amount of time and effort you put into it. Rest assured that your academic advisors are here to guide you in curriculum planning, practicum project development, as well as act as a mentor throughout your candidacy.

As public health practitioners, we are committed to preventing disease and promoting health; however, the means through which we affect change are continuously evolving. Therefore, as future leaders in public health, we must strive to not only keep abreast of these changes, but try and stay ahead of the curve. It is equally important to maintain an open mind as you pursue the MPH, for many public health issues can only be holistically addressed when experts from multiple disciplines, including the analytics and social sciences, come together.

In closing, on behalf of SSHSPH faculty and staff, I welcome you again to the Public Health family, and wish you a successful and productive MPH candidacy.

Teo Yik Ying
Professor and Dean
Saw Swee Hock School of Public Health

Section A

General Information

MPH PROGRAMME ADMINISTRATION

Education Office

Mailing Address:	Saw Swee Hock School of Public Health National University of Singapore Tahir Foundation Building, 12 Science Drive 2, #10-01 Singapore 117549
Programme Administrators:	Mr Teo Mou De (IC) 6601 5101 (t) mdteo@nus.edu.sg (e) Ms Leng Nur Ashikin 6601 1240 (t) ephlnabm@nus.edu.sg (e)
Student Support:	Mrs Diane Lai 6516 6914 (t) diane@nus.edu.sg (e) Ms Leng Nur Ashikin 6601 1240 (t) ephlnabm@nus.edu.sg (e)

Programme Management Committee

Chairperson:	Dr Liow Chee Hsiang Vice Dean (Education) & Programme Director (MPH)
Members:	Assoc Prof Jeannette Lee (Vice Dean (Academic Affairs)) Dr Salome A Rebello (Specialisation Lead for Epidemiology and Quantitative Methods) Assoc Prof Sri Chander (Specialisation Lead for Global Health) Assoc Prof Jason Yap (Specialisation Lead for Health Policy and Services) Assoc Prof Wong Mee Lian (Specialisation Lead for Health Promotion) Assoc Prof Wee Hwee Lin (Specialisation Lead for Health Technology Assessment) Assoc Prof Ng Wee Tong (Specialisation Lead for Occupational Health)

ACADEMIC CALENDAR AY2021/2022

ACADEMIC CALENDAR
AY2021/2022

SEMESTER 1

Regular Semester	Mini Semester		Week	Dates			Public Holidays
		Orientation	0	Mon, 2 Aug 2021	~	Sat, 7 Aug 2021	The following dates will be observed as University holidays during the academic year:
Regular Semester: 18 weeks	Mini Sem 1A: 8 weeks	Instructional Period (6 weeks)	1	Mon, 9 Aug 2021	~	Fri, 13 Aug 2021	
			2	Mon, 16 Aug 2021	~	Fri, 20 Aug 2021	(a) Hari Raya Haji 20 Jul 2021 (Tue) [subject to change]**
		Instructional Period (6 weeks)	3	Mon, 23 Aug 2021	~	Fri, 27 Aug 2021	
			4	Mon, 30 Aug 2021	~	Fri, 3 Sep 2021	
			5	Mon, 6 Sep 2021	~	Fri, 10 Sep 2021	(b) National Day 9 Aug 2021 (Mon)
			6	Mon, 13 Sep 2021	~	Fri, 17 Sep 2021	
	Recess	Reading		Sat, 18 Sep 2021	~	Sun, 26 Sep 2021	
		Examination	7	Mon, 27 Sep 2021	~	Sat, 2 Oct 2021	(c) Deepavali 4 Nov 2021(Thu)
	Mini Sem 1B: 9 weeks		8	Mon, 4 Oct 2021	~	Fri, 8 Oct 2021	
		Instructional Period (7 weeks)	9	Mon, 11 Oct 2021	~	Fri, 15 Oct 2021	(d) Christmas Day 25 Dec 2021(Sat)
		Instructional Period (6 weeks)	10	Mon, 18 Oct 2021	~	Fri, 22 Oct 2021	
			11	Mon, 25 Oct 2021	~	Fri, 29 Oct 2021	(e) New Year's Day 1 Jan 2022 (Sat)
			12	Mon, 1 Nov 2021	~	Fri, 5 Nov 2021	
			13	Mon, 8 Nov 2021	~	Fri, 12 Nov 2021	(f) Chinese New Year (TBC)**
	Reading	Reading		Sat, 13 Nov 2021	~	Fri, 19 Nov 2021	
	Examination	Examination (2 weeks)		Sat, 20 Nov 2021	~	Sat, 4 Dec 2021	
	Vacation: 5 weeks			Sun, 5 Dec 2021	~	Sun, 9 Jan 2022	

SEMESTER 2

Regular Semester	Mini Semester		Week	Dates			Public Holidays
Regular Semester: 17 weeks	Mini Sem 2A: 8 weeks	Instructional Period (6 weeks)	1	Mon, 10 Jan 2022	~	Fri, 14 Jan 2022	(g) Good Friday (TBC)**
			2	Mon, 17 Jan 2022	~	Fri, 21 Jan 2022	
		Instructional Period (6 weeks)	3	Mon, 24 Jan 2022	~	Fri, 28 Jan 2022	(h) Labour Day 1 May 2022 (Sun)*
			4	Mon, 31 Jan 2022	~	Fri, 4 Feb 2022	
			5	Mon, 7 Feb 2022	~	Fri, 11 Feb 2022	(i) Vesak Day (TBC)**
			6	Mon, 14 Feb 2022	~	Fri, 18 Feb 2022	
	Recess	Reading		Sat, 19 Feb 2022	~	Sun, 27 Feb 2022	(j) Hari Raya Puasa (TBC)**
		Examination	7	Mon, 28 Feb 2022	~	Sat, 5 Mar 2022	
	Mini Sem 2B: 9 weeks		8	Mon, 7 Mar 2022	~	Fri, 11 Mar 2022	* The following Monday will be a public holiday.
		Instructional Period (7 weeks)	9	Mon, 14 Mar 2022	~	Fri, 18 Mar 2022	
		Instructional Period (6 weeks)	10	Mon, 21 Mar 2022	~	Fri, 25 Mar 2022	Please note that the official end time for classes on Chinese New Year eve (Mon-Fri) is 2pm. There will be no classes on public holidays.
			11	Mon, 28 Mar 2022	~	Fri, 1 Apr 2022	
			12	Mon, 4 Apr 2022	~	Fri, 8 Apr 2022	
			13	Mon, 11 Apr 2022	~	Fri, 15 Apr 2022	
	Reading	Reading		Sat, 16 Apr 2022	~	Fri, 22 Apr 2022	The module instructor(s) will advise on make up classes, if any.
	Examination (2 weeks)	Examination (2 weeks)		Sat, 23 Apr 2022	~	Sat, 7 May 2022	
	Vacation: 12 weeks			Sun, 8 May 2022	~	Sun, 31 Jul 2022	**For an up-to-date listing of public holidays in Singapore, please check the Ministry of Manpower website.

SPECIAL TERM

Special Term (Part 1): 6 weeks	Special Term (Part 2): 6 weeks
Mon, 9 May 2022 ~ Sat, 18 Jun 2022	Mon, 20 Jun 2022 ~ Sat, 30 Jul 2022

For more information on the NUS Academic Calendar, please visit:
http://www.nus.edu.sg/registrar/calendar

ACADEMIC ADVISING

The MPH programme is structured to promote self-directed learning and to allow students to tailor their learning experience to one that best suits their professional needs. To aid in this process, each student enrolled in the programme will be assigned an academic advisor.

The academic advisor will guide students in planning their curriculum, and act as a mentor throughout the period of their candidature. In most cases, the advisor will also serve as the practicum supervisor.

The **Academic Advisor's role** is to:

1. Assist the student in designing an academic programme that meets his/her educational goals, within the requirements of the University.

2. Oversee the student's overall progress and provide support or appropriate referral for academic or other difficulties.

3. Supervise the Practicum project, attend and provide feedback on the oral presentation and endorse the final report.

   If the advisor is not able to supervise the Practicum project, arrangement should be made in advance for an alternative supervisor after discussion with the Practicum module coordinator.

The **Advisee's role** is to:

1. Be familiar with registration and administrative deadlines and comply with these.

2. Arrange to meet with your advisor at the beginning of the programme, and at least once a semester. Review your curriculum plan together to ensure that you are on track.

3. Obtain your advisor's approval on course registrations, add/drop/change, grading options.

4. Initiate discussions early on the practicum proposal; keep your advisor informed of the progress of your project and any unexpected difficulties encountered.

To fulfil these roles, the advisor and advisee will need to:

1. Meet regularly to (i) identify professional goals and educational objectives and draw up a curriculum plan, (ii) evaluate and discuss term grades and review curriculum plan, (iii) elicit or provide feedback on any aspect of the course.

2. Identify a mechanism for maintaining contact when required, e.g. through e-mail, or during extended periods of travelling.

Section B

Programme Overview

PROGRAMME OBJECTIVE AND COMPETENCIES

OBJECTIVE

To equip public health professionals to use systems and evidence-based approaches to identify and solve public health problems to improve the health of communities.

COMPETENCIES

Epidemiology

Estimate the burden, and identify patterns and determinants of disease and ill-health in communities

Qualitative and Quantitative Methods

Apply appropriate research methods and analytic tools to identify solutions to address community health and healthcare related problems

Health Policy and Systems

Apply knowledge of health systems, policy and financing, health economics and key global health issues to evaluate and inform development of public health policies, programmes and services

Social and Behavioural Sciences

Apply concepts and methods in social and behavioural sciences to evaluate and inform development of health promotion policies, programmes and services

CROSS-CUTTING COMPETENCIES

Ethics and Professionalism

Take into consideration ethical and legal principles in public health practice and policy

Leadership and Teamwork

Understand own professional strengths and personal skills to lead and work collaboratively in a public health team

Communication

Communicate public health research evidence effectively to different audiences

DEGREE REQUIREMENTS AND STUDY PLAN

All students are required to complete 24 MCs of core modules and 24 MCs of elective modules. The minimum CAP for fulfilment of the degree requirements for award of Master of Public Health is 3.0.

Core Modules:

SPH5001 Foundations of Public Health (0MCs)
SPH5002 Public Health Research Methods (8MCs)
SPH5003 Health Behaviour and Communication (4MCs)
SPH5007 Implementing Public Health Programmes and Policies (4MCs)
SPH5008 Ethics in Public Health Practice (0MCs) *(Pending)*
SPH5005 Practicum (8MCs)

Elective Modules:

Students may choose to complete 24 MCs of elective modules of their choice, of which up to 24 MCs may be used towards a specialisation (please see the requirements for the specialisations).

Please refer to this link for more information on study plans
https://sph.nus.edu.sg/wp-content/uploads/2020/07/MPH-Study-Plans.pdf

MAXIMUM AND NORMAL CANDIDATURE

For students enrolled in government-subsidised graduate coursework degree programmes: The normal candidature period refers to the normal duration that students are expected to take to complete a programme of study, excluding all approved Leave of Absence (LOA) periods.

Do note that students who are unable to complete the programme within the normal candidature are **liable to pay unsubsidised fees (no subsidy from MOE) for semesters beyond the normal candidature***.

Student Status	Duration of Studies
Full-Time	Students are expected to complete the programme within 12 months/ 1 year (**Normal Candidature**). Students who are unable to do so and requires reading additional semesters, may have to pay full fees (no subsidy from MOE) for semesters beyond the first year. Students may take up to 24 months/ 2 years to complete the programme (**Maximum Candidature**), failing which they will be terminated by the University (candidature has lapsed).

Part-Time	Students are expected to complete the programme within 24 months/ 2 years (**Normal Candidature**). Students who are unable to do so and requires to read additional semesters, may have to pay full fees (no subsidy from MOE) for semesters beyond the second year. Students may take up to 48 months/ 4 years to complete the programme (**Maximum Candidature**), failing which they will be terminated by the University (candidature has lapsed).
More Information at:	**URL**
Graduate Programmes Residency Requirement, Maximum and Normal Candidature	http://www.nus.edu.sg/registrar/academic-information-policies/graduate/graduate-continuation-and-graduation-requirements
Termination of Candidature	http://www.nus.edu.sg/registrar/academic-information-policies/graduate/candidature-matters

LEAVE OF ABSENCE

For graduate students in the coursework programmes, up to one year of leave of absence may be excluded from the count against their maximum candidature. More information is available:http://www.nus.edu.sg/registrar/administrative-policies-procedures/graduate/leave-of-absence

If you have any queries, speak to one of the programme administrators.

CURRICULUM

The MPH offers a curriculum that encourages interdisciplinary thinking, recognises the value of partnerships to promote health, and incorporates a definition of health that spans its physical, mental, and social dimensions.

While core disciplinary knowledge and expertise remains foundational to the training of any public health professional, the ability to integrate different disciplines and skills to develop and implement programmes and policies will give our graduates a head start to deal with the complexity of future public health challenges.

Further, a student may choose to complete one specialisation during their candidature, to reflect their area of interest and expertise. This is optional and the specialisation will be noted only in the student's transcript. The following specialisations are offered:

1. Epidemiology and Quantitative Methods

2. Global Health

3. Health Policy and Services

4. Health Promotion

5. Health Technology Assessment

6. Occupational Health

Students who intend to specialise are advised to plan ahead of time so as to secure the necessary elective module requirements before the application for specialisation in Special Term 2 (see "Section C").

SPECIALISATION: EPIDEMIOLOGY AND QUANTITATIVE METHODS (EQM)

COMPETENCIES

(a) Demonstrate a well-developed understanding of the role of epidemiological methodologies in public health research

(b) Be able to critically evaluate epidemiological investigations including the research question, study design, statistical analyses, results and interpretation of observational and experimental research studies relevant to public health research and practice.

(c) Formulate meaningful public health research questions and develop an appropriate study protocol for grant applications.

(d) Be familiar with methods of data collection and management of data in epidemiologic studies.

(e) Apply appropriate biostatistics methods, using software packages (e.g., STATA or R) to perform data analysis with interpretation and application of findings.

SPECIALISATION CORE MODULES (12 MCS)

1. SPH5101 Advanced Quantitative Methods I **OR** SPH6002 Advanced Quantitative Methods II
2. SPH5103 Collection, Management and Analysis of Quantitative Data
3. SPH5203 Advanced Epidemiology I **OR** SPH6001 Advanced Epidemiology II

SPECIALISATION ELECTIVE MODULES (Choose any 8 MCS from the list below)

- SPH5102 Design, Conduct and Analysis of Clinical Trials
- SPH5104 Analytics for Better Health
- SPH5201 Control of Communicable Diseases
- SPH5202 Control of Non-Communicable Diseases
- SPH5204 Nutrition and Health – Fundamentals and Applications
- SPH5205 Urban Outbreak Management
- SPH5405 Introduction to Health Services Research
- SPH5407 Programme Evaluation
- SPH5408 Public Health and Aging
- SPH6003 Nutritional Epidemiology
- SPH6004 Advanced Biostatistics

SPECIALISATION REQUIREMENTS FOR SPH5005 PRACTICUM

For students taking this specialisation, their SPH5005 Practicum should be on an epidemiological study focused on an exposure, condition or disease of interest to students. Students could conduct primary research; collecting data to answer their research question or utilise secondary data (faculty datasets, school cohort study datasets, public data) to perform data-analysis and interpretation. Other projects could include a systematic review, programme evaluation, or a disease modelling study.

SPECIALISATION: GLOBAL HEALTH (GH)

COMPETENCIES

(a) Analyse health needs of populations, health care systems and policies across different settings.

(b) Design, monitor and evaluate sustainable and effective health programmes at local, national and international levels.

(c) Demonstrate ethical reasoning and professional integrity in the application of principles of health equity and social justice.

(d) Demonstrate skills in advocacy, collaboration, negotiations and marketing.

SPECIALISATION CORE MODULES (12 MCS)

1. SPH5406 Contemporary Global Health Issues
2. SPH5407 Programme Evaluation
3. SPH5410 Developing Health Programme Proposals using DME Skills and Tools

SPECIALISATION ELECTIVE MODULES (Choose any 8 MCS from the list below)

• SPH5409 Qualitative Methods in Public Health
• SPH5403 Medical and Humanitarian Emergencies
• SPH5413 Women's, Children's and Adolescents' Health
• SPH5801 Field Practice Module*
• SPH5890G Independent Study Module (Global Health)*
• PP5266 Global Health Policy and Issues (offering by LKY School of Public Policy)

* If the student's practicum project is not based overseas, the student is required to complete SPH5801 or SPH5890G as a substitute for the overseas project placement.

SPECIALISATION REQUIREMENTS FOR SPH5005 PRACTICUM

For students taking this specialisation, their SPH5005 Practicum should examine a global health issue with exploration of the needs of particular underserved group and/or examining the impact of social determinants such as gender, culture, religion, economics and politics utilising appropriate research methods and skills acquired through the core global health modules such as design, monitoring and evaluation, programme management and leadership management as well as demonstrate cultural sensitivity and acquiring good partnerships and collaboration skills. Practicum projects can also be an evaluation of a health program in an overseas setting. Global health issues and research questions may also be examined by utilising secondary data, systematic review, or policy analysis and may lead to developing health training or advocacy materials and information kits, or documenting best practices. Ideally the project should be combined with an overseas field experience. However, the student may examine a global health issue within Singapore, for example migrant health but will then need to complete the overseas field experience via SPH5801 or SPH5890G.

SPECIALISATION: HEALTH POLICY AND SERVICES (HPS)

COMPETENCIES

(a) Understand the intricate relationship between health, the healthcare environment and ecology.

(b) Understand the roles and complexity of health policies and services and delivery within the healthcare system.

(c) Demonstrate business and management skills in planning, implementing and evaluating health services delivery.

(d) Apply health services research methods to evaluate quality of health and healthcare in order to make recommendations for improvement.

SPECIALISATION CORE MODULES (12 MCS)

Compulsory (4MCS)

1. SPH5402 Management of Healthcare Organisations

Choose any 8MCS

1. SPH5404 Measuring and Managing Quality of Care
2. SPH5405 Introduction to Health Services Research
3. SPH5415 Healthcare Operations & Performance
4. SPH5416 Introduction to Integrated Care

Note: If students read more than 8MCS from this basket, the extra modules will be counted as electives for specialisation.

SPECIALISATION ELECTIVE MODULES (Choose any 8 MCS from the list below)

- SPH5104 Analytics for Better Health
- SPH5201 Control of Communicable Diseases
- SPH5202 Control of Non-Communicable Diseases
- SPH5401 Health Economics and Financing
- SPH5407 Programme Evaluation
- SPH5408 Public Health and Ageing
- SPH5409 Qualitative Methods in Public Health
- SPH5411 Information Technology in Healthcare
- SPH5412 Economic Methods in Health Technology Assessment
- SPH5414 Informatics for Health
- SPH5501 Public Health Communication
- GMS6951 Dynamic Modelling of Healthcare Services and Systems (offered by Duke-NUS Medical School)

SPECIALISATION REQUIREMENTS FOR SPH5005 PRACTICUM

For students taking this specialisation, their SPH5005 Practicum should focus on the delivery of health and social care services, either within a healthcare facility or in the community. Students may complete an original study, or utilise secondary data (for example, operational data from a healthcare facility) to perform data analysis and interpretation. Other projects could include health policy analysis, systematic review, programme evaluation, or a care delivery process modelling study.

SPECIALISATION: HEALTH PROMOTION (HP)

COMPETENCIES

(a) Apply social, behavioural change and communication theories/models and strategies found by evidence to be successful in improving health behaviours for a variety of populations.
(b) Analyse health needs of populations, health care systems and policies to design health promotion interventions for the general public as well as at-risk populations.
(c) Plan, implement, evaluate, and communicate sustainable and effective programmes targeted at health promotion and/or disease prevention for the public.
(d) Advocate for improvements in social practices, policy and law that will provide supportive and enabling environments for the promotion and improvement of public health.
(e) Use existing structures and mobilise resources of organisations, governments and communities to create health-promoting environments.
(f) Demonstrate skills in advocacy, collaboration, negotiations and social marketing.
(g) Demonstrate ethical reasoning and professional integrity in the application of principles of health equity and social justice.

SPECIALISATION CORE MODULES (12 MCS)

1. SPH5501 Public Health Communication
2. SPH5407 Programme Evaluation
3. SPH5409 Qualitative Methods in Public Health

SPECIALISATION ELECTIVE MODULES (Choose any 8 MCS from the list below)

• SPH5101 Advanced Quantitative Methods I
• SPH5103 Collection, Management and Analysis of Quantitative data
• SPH5201 Control of Communicable Diseases
• SPH5202 Control of Non-Communicable Diseases
• SPH5204 Nutrition and Health – Fundamentals and Applications
• SPH5205 Urban Outbreak Management
• SPH5206 Urban Field Epidemiology
• SPH5406 Contemporary Global Health Issues
• SPH5408 Public Health and Ageing
• SPH5413 Women's, Children's and Adolescents' Health

SPECIALISATION REQUIREMENTS FOR SPH5005 PRACTICUM

For students taking this specialisation, their SPH5005 Practicum has to examine a public health issue with identification of the educational needs and behavioural risk, of the general population (public) or other sub-populations in the workplace, school or health care setting and/or assessment of its impact using social ecological approaches,

appropriate research methods, and skills acquired through the health promotion specialisation module. Practicum projects can also be an evaluation of a health promotion or behavioural intervention programme in a local or overseas setting. Students may undertake an original research project or utilise secondary data (for example, operational data from a workplace or healthcare facility) to perform data analysis and interpretation.

SPECIALISATION: HEALTH TECHNOLOGY ASSESSMENT (HTA)

COMPETENCIES

(a) Analyse key/ emergent concepts of health systems reform, including universal health coverage, integrated care, value-based care, and people-centred care.
(b) Demonstrate an understanding of the role of HTA in informing healthcare decision making
(c) Develop search strategies that are appropriate for the various types of clinical questions
(d) Conduct systematic reviews and meta-analysis to synthesize evidence for HTA
(e) Construct a basic computer simulation model to address a policy or research question related to HTA
(f) Apply econometric methods to the analysis of person level data to generate effectiveness and cost estimates for HTA
(g) Apply methods to minimize confounding when analysing observational data

SPECIALISATION MODULES (24MCS)

1. SPH5401 Health Economics and Financing
2. SPH5412 Economic Methods in Health Technology Assessment
3. SPH5420 Evidence Synthesis in HTA
4. SPH5421 Modelling Techniques in Health Technology Assessment
5. SPH5422 Applied Health Econometrics for Health Technology Assessment
6. SPH5423 Simulation for Health Technology Assessment

SPECIALISATION REQUIREMENTS FOR SPH5005 PRACTICUM

For students taking this specialisation, the practicum SPH5005 must involve the health technology assessment of a public health intervention and may include cost-effectiveness analysis, qualitative research (e.g. understanding the social value of a new technology), systematic review (e.g. ethical considerations pertaining to the introduction of a new technology). Health technology is not confined to drugs, and would include medical devices, diagnostics, screening tests, procedures, support systems (e.g. electronic medical records), organization systems (e.g. clinical pathway), etc. In addition, students may develop and validate a new computer simulation model. Furthermore, students may develop a new theoretical framework for evaluating health technology.

SPECIALISATION: OCCUPATIONAL HEALTH (OH)

COMPETENCIES

(a) Identify, assess and influence the factors at the workplace, in behaviour, and the environment that impact health, promote health or contribute to ill health;

(b) Recommend preventive and remedial actions for workplace hazards

(c) Design evidence-based and effective interventions programmes to control health risks at the workplace as well as lifestyle risk factors

(d) Design policies and processes for a company health management

(e) Medical professionals: Diagnose and manage work-related diseases

SPECIALISATION CORE MODULES (24 MCS)

1. SPH5311 Workplace Safety and Health
2. SPH5312 Assessment and Control of Occupational Hazards (8MCs)
3. SPH5313 Principles of Occupational Medicine
4. SPH5314 Enterprise Occupational Health Practice
5. SPH5407 Programme Evaluation

SPECIALISATION REQUIREMENTS FOR SPH5005 PRACTICUM

For students taking this specialisation, their SPH5005 Practicum should examine issues related to Occupational Health. Students could conduct primary research; collecting data to answer their research question or utilise secondary data (faculty datasets, school cohort study datasets, public data) to perform data-analysis and interpretation.

MODULES OFFERED IN AY2021/2022

Please refer to: https://sph.nus.edu.sg/education/mph/student-resources/ for the Academic Calendar for 2021/2022.

SUGGESTED CROSS FACULTY MODULES

You may search for the modules information, and which semester they are offered from:
https://nusmods.com/modules?sem[0]=1&sem[1]=2&sem[2]=3&sem[3]=4

BL5102 Environmental Science

Offered by Department of Architecture, School of Design and Environment
Modular Credits: 4

The module introduces the scientific basis for environmental management. It discusses the earth's environmental dimensions of air, water and land, and the interaction between living and non-living components. Earth is considered as a system through which materials are continuously cycled. Impacts caused by natural or human influences affect the state of balance, leading to environmental problems, with human impacts causing more serious consequences to the environment and human society. The module covers the properties of air, water and land, ecosystems, biogeochemical cycles, ecosystem integrity and environmental capacity, pollution pathways and impacts, conservation science, integrated management approaches. The emphasis is to provide a sound understanding of the scientific basis for better environmental decision-making.

DE5106 Environmental Management and Assessment

Modular Credits: 4
Offered by School of Design and Environment

This module is an introduction to the systems and approaches used to meet the challenges of natural resource protection and conservation and the contributions that can be made to the sustainability development agenda. It provides an insight into the prediction of development impacts using assessment procedures designed to meet mandatory legal requirements. The course will include assessment methodologies used in predicting impacts and in the design of mitigation measures, and monitoring and audit processes. It will compare environmental management and assessment systems used in practice through case study research.

LX5103 Environmental Law

Offered by School of Design and Environment
Modular Credits: 4

This course is aimed at giving students an overview of environmental law and its development, including the legal and administrative structures for their implementation, from the international, regional and national perspectives. It will focus on basic pollution laws relating to air, water, waste, hazardous substances and noise; nature conservation laws and laws governing environmental impact assessments. Singapore's laws and the laws of selected ASEAN countries will be examined.

NM4219 New Media in Health Communication
Offered by Department of Communications and New Media, Faculty of Arts and Social Science
Modular Credits: 5

This module examines the impact of new media content in health communication, particularly theories and concepts about health behavior outcomes, and strategic use of media channels for interventions in an environment of user-generated media and blogs. It examines the implications for public health of profound changes in the media marketplace, including the shift from unidirectional, expert-controlled communication to consumer-initiated and interactive communication; the growth of social networking, and the proliferation of media sources. It focuses on how new media can be leveraged to build grassroots engagement, promote policy advocacy, and build environments that are supportive of healthy behavior change.

PP5266 Global Health Policy and Issues
Offered by Lee Kuan Yew School of Public Policy
Modular Credits: 4

The changing social, economic, technological and political conditions across the diverse countries and populations of Asia, and the world mean that there is a need for policy professionals to have an overview of global health policies and associated issues. To do that, this module examines the roles and relationships among major players at the global level, and different approaches taken by various international organisations and national governments in tackling health and related problems in the context of the post-2015, post-MDG development agenda. The module will also compare and contrast global health policies with international policy instruments in other areas related to health. The module will examine global health trends and issues using a macro policy framework. Significant challenges in the organisation of global health programmes and the complexities involved in international cooperation and the implementation of international policy instruments will be analysed through selected case-studies. Topics on current issues will include: role of international health organisations, international aid and development assistance, emerging epidemics and disasters, non-communicable diseases (including tobacco use), health impacts of climate change, cross-border health issues (e.g. food security), migration of health human resources (brain drain), international trade in health services, global health diplomacy, international health law and the future of global health.

GMS6951 Dynamic Modelling of Healthcare Services and Systems
Offered by Duke-NUS
Modular Credits: 4

Healthcare is a complex system of interacting entities. Achieving effective and sustainable behavior requires more than a reactive approach. System dynamics is a robust way to evaluate potential solutions to complex system problems. This module is relevant to individuals with a wide range of backgrounds including biology, business, engineering, public policy. Students develop expertise in identifying system structures such as accumulations, feedbacks, and time delays that generate and perpetuate particular system behaviors. The module covers qualitative methods for representing complex

causal relationships as well as simulation model construction to gain quantitative insights into system behaviors and suggest effective, sustainable solutions.

GUIDELINES FOR THE MPH PRACTICUM

SPH5005 PRACTICUM
Please refer to: https://sph.nus.edu.sg/education/mph/student-resources/ for the
Practicum coursebook and forms related to the MPH Practicum project SPH5005.

GUIDELINES FOR SPH5890 INDEPENDENT STUDY MODULE

The Independent Study Module (ISM) is designed to provide opportunities for students to pursue interests and areas of study not addressed in existing modules. Students may elect to focus on any one of the pre-approved areas of study. Specific learning objectives will be defined by the student in consultation with a supervisor, who should be an NUS academic staff member. Modes of learning may include content-based /didactic activities, practical work related to health program development or evaluation, or research in an area relevant to the chosen specialisation. The overall objective is to allow candidates to further tailor their learning experience according to their needs.

The following areas of study, and their corresponding codes, are offered:

SPH5890A	Epidemiology and Disease Control
SPH5890B	Quantitative Methods
SPH5890C	Environmental / Occupational Health
SPH5890D	Health Policy and Systems
SPH5890E	Health Services Research
SPH5890F	Health Promotion
SPH5890G	Global Health

APPLYING FOR AN ISM

Duration
It is envisaged that learning will take place via tutorials, discussions, practical work, fieldwork, preparation of reports or written assignments. The workload (including self-study and preparation) should justify the number of credits to be earned (4MCs = 10 hours/week over one semester).

ISM proposal *(Mandatory) (Maximum 5,000 words)*
The student must have a well-defined area of interest to pursue within the framework of the ISM and submit a detailed ISM proposal with the following sections:

a) Details of the faculty member supervising the student;
b) Overall learning objective(s) of the ISM - specify relevance to the core competencies of the MPH programme and the area of study identified under ISM
c) Specific area of study and/or project to be undertaken during ISM
   i) ISM title
   ii) Background summary of the issue/topics that are the focus of the course, including their importance within the context of public health
   iii) ISM objectives – objectives should be specific, measurable, achievable, relevant and time-bound (SMART), and should link to the learning objective(s)
   iv) Description of the final product envisioned for the independent study
   v) If the independent study involves research, provide a description of the hypotheses to be evaluated and an overview of the methods.
d) Detailed description of the work plan to achieve objectives identified in (b.)
   i) specify frequency/duration of face-to-face contact with faculty;

ii) specify total effort in hours;

iii) include bibliography – annotated.

Final report *(Maximum 5,000 words, excluding references)*

This is to be based on mutual agreement between supervisor and student, depending on the nature and topic of study. Typically, ISM final products are similar in format to the final practicum report. Report submission date will be assigned when application is approved.

Modes of Learning

It is envisaged that learning will take place via discussions, practical work, and fieldwork, preparation of reports or written assignments. The workload (including self-study and preparation) should justify the number of credits to be earned (4MCs = 10 hours/week over one semester).

Assessment

The final report will be graded by the academic supervisor as well as the MPH Programme Director.

GUIDELINES FOR SPH5801 FIELD PRACTICE

Students who intend to undertake field placements with outside organisations for academic credit will need to fulfil the following criteria. This module SPH5801 will be graded on a "Completed Satisfactory/Completed Unsatisfactory" (CS/CU) basis.

Pre-requisites
Students are expected to complete at least 20 MCs of modules within the MPH programme before signing up for SPH5801 Field Practice

Field practice duration
The student is expected to spend a minimum 130 hours working with the organisation. This may be full-time or part-time work spread over the academic semester, but must be completed within one academic semester. A full time field placement with an organisation is expected to be of at least 3 weeks duration, but may be greater depending on organisational need and student commitment. The hours and duration should be agreed with the organisation in writing prior to the start of the internship, and submitted as supporting document to the field practice proposal.

Field practice proposal *(weightage - 20%) (Maximum 5,000 words)*
The student must have a well-defined project to pursue within the framework of the attachment and the organisation. This can be an on-going project of the organisation itself; however, the student will be required to demonstrate that he/she can produce tangible outcomes within the field practice time period.

Any student desirous of seeking academic credit must submit a detailed project proposal with the following sections:

a) Details of the organisation where field practice is proposed to be undertaken (name, place, public health area of work)
b) Details of the organisational mentor (name, designation, qualifications/ area of expertise)
c) Overall learning objective(s) of the field practice, specify relevance to the core competencies of the MPH programme
d) Specific project to be undertaken during the field practice
   i) Project title
   ii) Project objectives – objectives should be specific, measurable, achievable, relevant and time-bound (SMART), and should link to the learning objective(s)
   iii) Public health relevance of proposed project
   iv) Detailed description of the work proposed to achieve objectives identified in (b.) with estimated timelines – please be as specific as possible (e.g. data collection for attitudes to breast feeding, survey in a rural community in XYZ, using a questionnaire already developed by organisation, to complete 200 questionnaire interviews in two weeks)
   v) Terms of reference of field practice as agreed with the organisation (a brief description of acceptable responsibilities and duties within the organisation, student and organisation liabilities)

Mid-term report *(weightage - 20%) (Maximum 5,000 words)*
This should include a detailed description of the progress so far in terms of the work and timelines stated in the proposal, a discussion of difficulties or issues encountered which may necessitate change(s) to project objectives, activities and/or timelines, and the changes proposed. The mid-term report should be based on student discussions with organisational mentor and academic supervisor and should include their feedback as well. Report submission date will be assigned when application is approved.

Final report with detailed discussion of achievements in term of identified objectives *(weightage - 50%) (Maximum 10,000 words, including references)*
The final report should be in a format similar to the project proposal, with detailed description of the actual work undertaken and objectives achieved including problems encountered and solutions, discussion of the relevance and utility of the project for the student, organisation and public health, and a discussion of the strengths and limitations of the work undertaken. Report submission date will be assigned when application is approved.

Student performance during field practice *(weightage - 10%)*
Mere completion of the requisite duration will not qualify the student for a "Completed Satisfactory" grading. Evaluation will be by the academic supervisor with feedback and inputs from the organisational mentor.

Assessment
Grading will be determined by the initial proposal, mid-term report and final report and student performance. Award of CS/CU will be endorsed by the module coordinator.

Guidance and facilitation during field placement
Each student will be assigned an academic supervisor with expertise in the area relevant to the proposed field placement. This supervisor may be different from the pre-assigned academic advisor of the student. The student will also be expected to identify an organisational mentor at the organisation where the field placement will take place. Students are expected to communicate on a regular basis with both academic supervisor and organisational mentor from the time of proposal development till completion. Students should feel free to seek feedback, support and advice on project related issues from their supervisor, mentor or module coordinator. Any appropriate mode of communication may be used, depending on field placement location.

Roles and responsibilities of Organisational Mentors
Organisational Mentors should provide interns the following

- Orientation to the organisation, including vision, mission, key areas of work and work ethos
- Assignment to project(s)/ activity(ies) which will allow fulfilment of project objectives identified for the internship within the time lines stated
- Access to relevant organisational resources, e.g. work station, data systems, stationery etc.

- Opportunities for regular communication to discuss and monitor progress and facilitate student sharing
- Explanation of expectations from student in terms of punctuality, behaviour, dress code and other work policies
- Guidance, assessment and feedback to enhance student competencies

Organisational Mentors are also expected to provide evaluation and feedback to the Academic Mentors on

- the student's performance during the internship, and
- evaluation of the project – initial proposal, mid-term and final

GRADUATE CONTINUATION AND GRADUATION REQUIREMENTS

CAP FOR CONTINUATION AND GRADUATION

The programme uses the Cumulative Average Point (CAP) as a criterion for continuation and graduation. A student pursuing a Master's degree by coursework must achieve a *minimum CAP of 3.00* to be eligible for graduation.

To continue in a Master's programme, a student may not have:

CAP below 3.00 (but $\geqslant$ 2.50) for three consecutive semesters; or
CAP below 2.50 for two consecutive semesters.

ACADEMIC WARNING, PROBATION & DISMISSAL

For any semester in which the student's CAP falls below 3.00 (but $\geqslant$ 2.50), that student will be issued an academic warning. If, in the following semester, the student's CAP again falls below 3.00, s/he will be placed on probation. If the student's CAP remains below 3.00 for the third consecutive semester, the student will be issued a letter of dismissal by the Registrar and denied re-admission.

For students whose CAP falls below 2.50 for two consecutive semesters, they will be placed on probation for the first semester, followed by dismissal in the second semester.

Such a student may appeal the dismissal if there are extenuating circumstances. The appeal must be submitted to the relevant Faculty/Department within two calendar weeks of the last day of the release of each semester's examination results. Generally, a student is allowed only one such appeal per candidature. If the appeal is rejected, the student will not be readmitted. If the outcome of the appeal is positive, the student will be given one semester in which to achieve the minimum CAP required for continuation and graduation.

Appeals submitted after the two calendar week period, due to extenuating reasons, will be considered on a case-by-case basis and are not guaranteed. In such cases an administrative fee of S$250 will be charged for each successful appeal for readmission.

Students may also use the Average Grade Simulator to simulate number of MCs and grades required to achieve a certain CAP, available at:
https://inetapps.nus.edu.sg/capcalc/avg_grd_simulator.aspx

More information at: http://www.nus.edu.sg/registrar/academic-information-policies/graduate/graduate-continuation-and-graduation-requirements

GRADE POINTS

Students receive letter grades for each module taken, except for the cases listed below. Each grade corresponds to a grade point as shown below:

Grade	Grade Point
A+	5.0
A	
A-	4.5
B+	4.0
B	3.5
B-	3.0
C+	2.5
C	2.0
D+	1.5
D	1.0
F	0

As the above table indicates, a plus (+) or minus (-) suffix added to a grade raises or lowers the grade point value, except in the case of A+, which carries the same grade points as the A grade.

CUMULATIVE AVERAGE POINT (CAP)

Academic progress is tracked by the CAP, which is the weighted average grade point of all modules taken by the student. Therefore, a student's CAP is the sum of the module grade points multiplied by the number of MCs for the corresponding module, divided by the total number of Modular Credits (MCs). This is represented as follows:

$$\text{CAP} = \frac{\text{sum (module grade point x MCs assigned to module)}}{\text{sum (MCs assigned to all modules used in calculating the numerator)}}$$

Modules with no assigned grade points and associated MCs are excluded from the calculation of CAP.

An online CAP calculator is available at:
https://inetapps.nus.edu.sg/capcalc/cap_calculator.aspx
The CAP simulation is based on the entries made by you for individual module grades. As such, the University will not be held responsible for any misuse, mistakes or wrong decisions made arising from the use of this Online CAP Calculator.

EXAMINATION RULES & INSTRUCTION

Every semester, students are responsible for confirming the examination timetable on their own. In addition, students are expected to be familiar with the Examination Rules, a breach of any of which will render a student liable to disciplinary action which may result in the student's expulsion from the University. More details are available at:
https://myportal.nus.edu.sg/studentportal/academics/all/examination-directory.html

If there are any circumstances, academic or otherwise, which have adversely affected a student's academic performance during the course of semester or examination, the student can submit the form, Application for Special Consideration together with supporting documents, if any, within the stipulated deadline. Please approach the programme administrators if you are unsure.

If candidates fail a module, they are permitted to retake the modules in accordance with the prevailing regulations under the modular system.

Section C

Administrative Matters and Forms

MODULE REGISTRATION

Students will select modules through the Module Registration at Education Records System (ModReg@EduRec). Information on the ModReg@EduRec can be located here.

Students may refer to the **MPH Student Resources** page on our website (https://sph.nus.edu.sg/education/mph/student-resources/) for the following information:

a)   Module Calendar for AY2021/2022
b)   Exam Dates

DROPPING OF MODULES

Students may add/ drop course modules within the relevant deadlines:

- **Semestral Modules**: Students may drop modules without any penalty **before** the 'W' grade week takes effect. Please refer to the following schedule: http://www.nus.edu.sg/ModReg/modreg_schedule_graduate.html

- **Intensive Modules**: Students must inform the Education Office **by 5:00pm on the 1st day of the intensive module** to avoid any penalty.

CREDIT/AUDIT

Please note that students *cannot audit* the following MPH core modules:

(1) SPH5001 Foundations of Public Health
(2) SPH5002 Public Health Research Methods
(3) SPH5003 Health Behaviour and Communication
(4) SPH5007 Implementing Public Health Programmes and Policies
(5) SPH5008 Ethics in Public Health Practice *(Pending)*
(6) SPH5005 Practicum

It is advised that students consult with their academic advisors first before choosing to audit an elective module. A limit may be imposed on the number of audit registrants subject to class size constraints; Priority will be given to MPH students reading the modules on credit basis.

In choosing to audit a module, the following guidelines apply:
- Student will only attend lectures and will not be permitted to sit for assessments;
- Participation in other practical components, including tutorials, laboratory work, fieldwork, will be at the discretion of the respective faculty/department;
- Students who audit a module will not receive a final grade;
Audited modules **will not** appear on the student's transcript/ result slip. No record of attendance will be issued to auditing students of a module.

All students are responsible for their own class schedules. Consultation with your academic advisor is strongly encouraged before enrolling in any modules.

PART-TIME STUDENTS READING ADDITIONAL MODULES

The maximum workload for a part-time student is 12 MCs of study per semester. However, a student may, subject to the approval of the MPH programme director, request to read an additional module. Approval will normally be granted on a case-by-case basis, provided the module forms an important component of the student's curriculum plan and cannot be read at any other time during his/her candidature.

Note that part-time students may only request to read additional modules *up to a max of 2 times* during their entire candidature period.

 The student will have to submit an appeal via the Module Registration system to request to take additional modules beyond the maximum workload.

REGISTRATION FOR CROSS-FACULTY MODULES

Please seek your academic advisor's approval first before applying for cross-faculty modules via the Module Registration system.
Please also take note of the exam schedule and ensure that there are no time-table or exam clashes. There will be <u>NO</u> change in exam dates.

APPLICATION FOR SPECIALISATION

APPLICATION FOR OH SPECIALISATION
- Inform Education Office by end of SPH5001

APPLICATION FOR HPS, EQM, GH, HP & HTA SPECIALISATIONS:
- For Full-Time students, apply in Special Term Part 2 of study (in July)
- For Part-Time students, apply in 2nd year Special Term Part 2 of study (in July)

Students are advised to meet with their academic advisor to discuss the potential application for specialisation in advance so that the students may:
1) Assess their eligibility for the specialisation,
2) Explore the rationale behind the proposed change and,
3) Modify their curriculum plan accordingly.

Students should complete the ***Request to Add/Remove Specialisation form***, and submit it to both their academic advisor and specialisation coordinator(s) for approval. Once both the academic advisor and the specialisation coordinator(s) have signed the form, students are to submit the endorsed documents to the Education Office.

Students may contact the following specialisation coordinators for advice:
- EQM Specialisation: Dr Salome Rebello (ephsar@nus.edu.sg)
- GH Specialisation: A/Prof Sri Chander (sri_chander@nus.edu.sg)
- HPS Specialisation: A/Prof Jason Yap (jasonyap@nus.edu.sg)
- HP Specialisation: A/Prof Wong Mee Lian (ephwml@nus.edu.sg)
- HTA Specialisation: Dr Wee Hwee Lin (weehweelin@nus.edu.sg)
- OH Specialisation: A/Prof Ng Wee Tong (ephngwt@nus.edu.sg)

Please note all requests to apply for specialisation are subject to approval by the specialisation coordinator(s).

You can locate the form at: https://sph.nus.edu.sg/education/mph/student-resources/

CONVERSION OF STATUS (FULL-TIME/ PART-TIME)

All students who would like to convert between full-time and part-time status (or vice versa) must seek approval. Approval for the conversion of a student's status is granted on a case-by-case basis.

Conversion of Status

Students must submit the ***Request to Change Candidature*** form to the Education Office. In the form the student must state their reasons for the proposed conversion as well as provide supporting documentation for the number of modular credits (MCs) completed to date. The form will be submitted to the MPH curriculum committee who will then submit their recommendation to the MPH Programme Director.

For foreign students, the student pass will be cancelled once the application to convert to part-time candidature has been approved. It is then the student's responsibility to ensure that they stay in Singapore on a valid pass. In addition, for foreign students whose spouse are here on a social visit pass sponsored by the University, the pass will also be cancelled once the application for conversion to part-time candidature has been approved.

You can locate the form at: https://sph.nus.edu.sg/education/mph/student-resources/

GOING OVERSEAS

The following checklist has been devised in order to help you plan for international travel in regards to MPH related matters.
Students are advised to plan at least 4-6 months ahead.

Check List for MPH Students Travelling Abroad
- Please take care to review the following checklist and take the corresponding actions before leaving for overseas travel.
- Vaccinations and necessary insurance coverage (e.g. personal health, malpractice, travel insurance)
- Check if VISA is required
- Check that passport is valid for period of trip
- Exit permit (for Singaporean male students only)
- Register your personal particulars at the Diplomatic Mission of your nationality (e.g. Singaporeans may contact the Singapore Diplomatic Mission is in a capital city, or register on-line at http://www.mfa.gov.sg)
- To check Ministry of Foreign Affairs (MFA) and World Health Organisation (WHO) websites for the latest updates, especially a few days before the departure date.
- Please also read the useful information provided by the NUS Global Relations Office: https://share.nus.edu.sg/goabroad/SEP/Pre-Departure_Guide.pdf

Release of Liability Letter
Students who participate in overseas field trips as part of their MPH should complete the Release of Liability letter and submit it to Education Office before going on their trips. You can locate the form at: https://sph.nus.edu.sg/education/mph/student-resources/

NUS Blanket Insurance
The University has purchased a blanket travel insurance policy to cover all students travelling overseas for activities or purposes approved, endorsed, organised, sponsored or authorised by NUS. Students are encouraged to purchase additional insurance if they deem the coverage as insufficient.

More Information at:
https://myportal.nus.edu.sg/studentportal/student-insurance/all/

Section D

Student Information

UNIVERSITY RULES AND REGULATIONS

At all times, students are responsible for understanding and complying with the policies and procedures established by the Senate and the University administration.

- Responsibility for Notices/Circulars and Updates of Personal Particulars
- Acceptance Record
- Full-time Students and Employment
- Leave of Absence
- Grading Policy & Examination Process
- Transcripts and Records
- Graduation
- Discipline
- Ethics Review of Student Research
- Non-Discrimination Statement
- NUS Statutes and Regulations

For more information, please visit: http://www.nus.edu.sg/registrar/administrative-policies-procedures/graduate

RESPONSIBILITY FOR NOTICES/ CIRCULARS AND UPDATES OF PERSONAL PARTICULARS

Extracted from: http://www.nus.edu.sg/registrar/administrative-policies-procedures/graduate/responsibility-for-notices-circulars-and-updates-of-personal-particulars

All students will have an email account at NUS that will be their official point of contact. Most communications from the University to students will be via the official email account. As such, students are expected to check this account regularly. Students are also expected to be aware of the latest notices/circulars that may be posted on myPortal@NUS.

Throughout their candidature, students are responsible for keeping their personal particulars (including citizenship, official/legal name*, identity card/passport details, permanent and correspondence contact details, and next-of-kin details) updated in the University's records in a timely manner. This means that students must notify the University within 5 working days of the effective date of change of the affected personal particulars. The University will not be accountable for delayed or lost mail due to incorrect or obsolete students' addresses and contacts. Students may check their particulars or amend their contact details via the University's student information system.

ACCEPTANCE RECORD

Extracted from: http://www.nus.edu.sg/registrar/administrative-policies-procedures/graduate/acceptance-record

As a condition of admission, students are required to:
Expressly declare having read, understood, and agreed to abide by the following policies which form their **Acceptance Record**; and

- NUS Student Data Protection Policy
- NUS Code of Student Conduct
- NUS Acceptable Use Policy for IT Resources
- NUS Intellectual Property Policy
- NUS Do-Not-Call Policy
- NUS Student Confidentiality Agreement

NUS CODE OF STUDENT CONDUCT

Extracted from: http://www.nus.edu.sg/registrar/administrative-policies-procedures/graduate/acceptance-record#NUSCodeofStudentConduct

All students share the responsibility for upholding the academic standards and reputation of the University. Academic honesty is a prerequisite condition in the pursuit and acquisition of knowledge.

Academic dishonesty is any misrepresentation with the intent to deceive or failure to acknowledge the source or falsification of information or inaccuracy of statements or cheating at examinations/tests or inappropriate use of resources.
(extracted from https://www.nus.edu.sg/celc/programmes/plagiarism.html)

A student may not knowingly intend to plagiarise, but that should not be used as an excuse for plagiarism. Students should seek clarification from their instructors or supervisors if they are unsure whether or not they are plagiarising the work of another person.

The NUS Library has compiled a series of infographics for students' easier understanding of what is deemed as plagiarism. The original infographics are available at:
https://libguides.nus.edu.sg/c.php?g=916984&p=6831854

UPHOLDING ACADEMIC INTEGRITY

& avoiding academic dishonesty

AS A MEMBER OF THE NUS COMMUNITY, YOU ARE REQUIRED TO UPHOLD ACADEMIC HONESTY IN THE PURSUIT AND ACQUISITION OF KNOWLEDGE.

ACADEMIC DISHONESTY IS...

"...any misrepresentation with the intent to deceive or

failure to acknowledge the source or falsification of information or

inaccuracy of statements or

cheating at examinations/tests or

inappropriate use of resources."

Source: https://www.nus.edu.sg/celc/programmes/plagiarism.html

COMMON FORMS OF ACADEMIC DISHONESTY

Hiring ghostwriters or others to do your work

Copying homework or lab results

Colluding with classmates in tests, assignments or take-home exams

Cheating at exams/tests

Buying, selling, or distributing teaching materials online

Fabricating information, data, sources or citations

Plagiarism in any form

Learn more ▶

Copyright Infringement in any form

Learn more ▶

Inappropriate use of library e-resources

Learn more ▶

POSSIBLE CONSEQUENCES OF ACADEMIC DISHONESTY
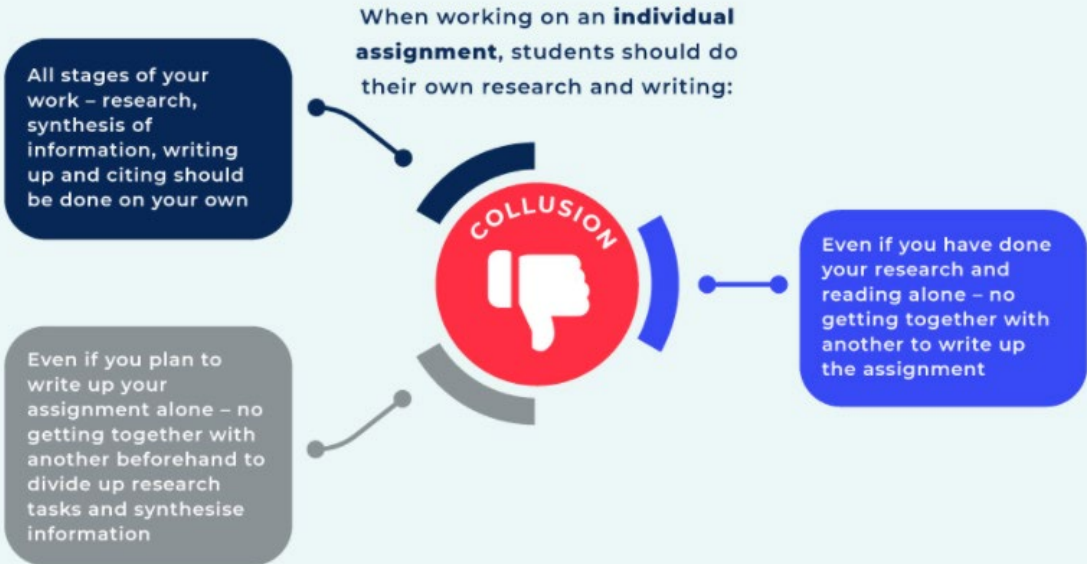
Reduced grades with no S/U option

or

Failure of modules / assignments

or

Expulsion from NUS

CO-OPERATION VS. COLLUSION

When co-operating for a **group assignment**, tasks might be divided up as follows:

– Brainstorming and deciding on topics

– Searching and retrieving relevant articles, reports and statistics on topics

– Summarising contents of retrieved documents

CO-OPERATION

– Synthesising findings and writing up report

– Compiling and formatting write-up into a report with citations and bibliography

– Proofreading and finalising assignments for submission

When working on an **individual assignment**, students should do their own research and writing:

All stages of your work – research, synthesis of information, writing up and citing should be done on your own

COLLUSION

Even if you have done your research and reading alone – no getting together with another to write up the assignment

Even if you plan to write up your assignment alone – no getting together with another beforehand to divide up research tasks and synthesise information

Collusion may result in similarity between your work and another's which might result in disciplinary action. Avoid this risk altogether by working honestly!

BUYING, SELLING OR DISTRIBUTING OF NUS TEACHING MATERIALS

NUS teaching materials (e.g. slides, worksheets and materials in any other formats) are protected by copyright

They are for your personal study only

▶

You should not be buying/selling /exchanging/ distributing NUS teaching materials

Or encouraging anyone else to do the above

▶

This is a violation of the NUS Student Code of Conduct and NUS IP Policy

It is considered severe academic misconduct which may result in disciplinary action

IF IN DOUBT, PLEASE CONTACT

askalib@nus.edu.sg