NATIONAL UNIVERSITY OF SINGAPORE
LEE KONG CHIAN GRADUATE SCHOLARSHIP
TERMS AND CONDITIONS

1. Upon award of a Lee Kong Chian Graduate Scholarship ("Scholarship"), the student ("Scholar") will receive a monthly stipend and allowances as described in the Annex, and a tuition fee subsidy.

2. (i) The effective date of the Scholarship for incoming students will be the commencement date of the relevant semester or the actual date of registration, whichever is later. For existing students who are awarded the Scholarship during their candidature, the effective date of the Scholarship will be from the date as stipulated by the relevant faculty or school.

(ii) Notwithstanding the above, for students who are employed as at the time of the award of the Scholarship, the Scholarship will only take effect from the date immediately after he/she has ceased to draw a salary from the employer.

3. The Scholarship is tenable only at the National University of Singapore and the Scholar resides in Singapore for the duration of the Scholarship. As full-time students, Scholars are expected to report to their Department of study and/or supervisor at the University during the period of Scholarship, except during periods of approved leave.

4. The Scholarship is tenable for one (1) year in the first instance and thereafter may, subject to the Scholar’s satisfactory progress, be renewed each semester at the University’s discretion. The maximum period of the Scholarship is four (4) years.

5. The Scholar undertakes to devote his/her full time and energy to his/her studies and to the best of his/her ability, to apply himself/herself to the programme of study, to the satisfaction of the University.

6. The Scholar shall, if required by the Head of Department, assist in teaching/laboratory supervision/research duties and other developmental assignments (e.g. conducting tutorials/lab demonstration, preparing teaching materials or developing new experiments for teaching purposes, performing invigilation duties, etc.) up to six (6) hours per week without any remuneration.

If the Scholar wishes to perform teaching/laboratory supervision/research duties/other developmental assignments and departmental work on top of the hours required by the Head of Department, the Scholar has to note that:

(i) the total time spent on teaching/laboratory supervision/research duties and other developmental assignments shall not exceed 16 hours a week (Scholars who are Singaporeans or Singapore Permanent Residents may be allowed to work more than 16 hours a week, subject to prior written approval of the University).

(ii) the Scholar shall only be assigned teaching/laboratory supervision/research duties and other developmental assignments if the supervisor(s) and Department are satisfied with his/her progress.

7. Save as provided in Clause 6 above, the Scholar may not accept employment, whether or not he/she is remunerated, or hold concurrently any other scholarship, fellowship, allowance or other
award during the period of the Scholarship, without the prior written approval of the University. In addition, the Scholar cannot change to a programme of study different from that stated in his/her offer of admission letter or take up any additional course(s) without the prior written permission of the University.

8. The Scholarship will be renewed if the Scholar meets the following criteria:

(i) Minimum CAP (coursework component) of 4.00;

(ii) Pass the PhD Qualifying Examination within the period stipulated by the faculty/school; and

(iii) Minimum research progress rating of ‘Very Good’ in each semester. (Note: If the rating is ‘Good’ for any semester, the Scholar will be issued a warning; and if the Scholar again receives a rating of ‘Good’ for the immediately following semester, the Scholarship will then be terminated immediately without notice. Additionally, if the Scholar receives a rating below ‘Good’ for any semester, the Scholarship will be terminated immediately without notice.)

9. The Scholar will automatically cease to receive the monthly stipend, tuition fee subsidy and allowances under the Scholarship:

(i) upon the date of conversion of his/her candidature from full-time to part-time (the Scholar must obtain, by way of a written request submitted via the supervisor(s) and Head of Department, the written approval of the Vice Dean of Graduate Studies for such a conversion);

(ii) the Scholar transfers his/her candidature from a PhD to a Master’s degree programme;

(iii) where the Scholar submits his/her thesis for examination, upon the date of receipt of thesis examination form (completed and endorsed) by the Student Service Centre/Student Services@Bukit Timah Campus;

(iv) upon the expiry of the tenure of the Scholarship as described in clause 4 above;

(v) upon the withdrawal from or failure of the Scholar to complete his/her research programme of study for whatever reason; or

(vi) upon the termination of candidature of the Scholar at the University, for whatever reason.

10. The University reserves the right to reduce or withhold the stipend and/or the tuition fee subsidy, and/or suspend or terminate the Scholarship:

(a) immediately without notice if the Scholar:

(i) commits a criminal offence;

(ii) is found to have committed a disciplinary offence pursuant to the University’s Statutes and Regulations;

(iii) participates in activities or acts in a manner which is, or is likely to be, adverse to the interests of the University, or which cause, or is likely to cause, embarrassment to the University;
(iv) in the view of the University, conducts himself/herself in a manner unbecoming of a Scholar;

(v) in the view of the University, does not progress satisfactorily in his/her programme of study; or

(vi) breaches any of the terms and conditions herein;

(b) at any time by giving one month’s notice in writing to the Scholar without assigning any reason.

11. The Scholar may terminate the Scholarship by giving one month’s notice in writing.

12. If the Scholarship is suspended or terminated for any reason whatsoever, the Scholar shall only be entitled to a prorated amount of the monthly stipend up to the date of suspension or termination of the Scholarship, where the Scholarship ceases or terminates before the end of the month. If the full amount of the monthly stipend has already been paid to the Scholar, then he/she must immediately refund the excess amount to the University.

13. Miscellaneous Student Fees, if applicable, would be deducted from the Scholar’s monthly stipend at the beginning of each semester.

14. The Scholar will need to pay the fees for Transfer of Module Credits should the Scholar fail to complete the research programme and wish to transfer the module credits/grades earned during his/her period of Scholarship to a Master’s by coursework programme.

15. There is no bond or obligation for the Scholar to be employed by the University or in Singapore. The University also does not provide any additional assistance towards travel or living costs nor does it guarantee employment to the Scholar upon the successful completion of his/her degree.

16. No delay or forbearance on the part of the University to enforce any of its rights and remedies for any breach by the Scholar of any of these terms and conditions shall in any way affect or prejudice the University’s rights or remedies in respect of such breach, nor will the University’s rights and remedies in respect of any other or subsequent breach of these terms and conditions by the Scholar be affected or prejudiced.

17. The University may, at its discretion, add to or vary these terms and conditions, or issue additional guidelines with respect to the Scholarship from time to time with notice, and revise or amend such guidelines as it deems fit. All such guidelines shall be deemed to be part of the terms and conditions of the Scholarship. If the Scholar does not accept such variation, amendment or issuance, he/she is entitled to terminate the Scholarship in accordance with Clause 11 above. Where the Scholar continues to accept the monthly stipend, tuition fees and/or any other benefits payable under the Scholarship after such notification, he/she shall be deemed to have accepted such variation, amendment or issuance.
ANNEX

STIPEND AND ALLOWANCES FOR LEE KONG CHIAN GRADUATE SCHOLARSHIP

Scholars shall receive the following:

1. A monthly stipend of S$3,500* throughout the period of award;

2. Tuition and Miscellaneous Student Fees at the University;

3. An annual book allowance of S$500;

4. A one-off air travel allowance of S$3,000 (for International Students admitted from Semester 2, AY2015/2016); and

5. A one-off laptop allowance of S$1,500.

*Monthly stipend of this amount takes effect from 1 August 2015. In addition, Central Provident Fund (CPF) contributions shall be provided to Singapore Citizens at a rate pegged to the prevailing employer's contribution rate set by CPF, on top of the monthly stipend received.