

Application Form for Clinical Attachment

This form may take you about 5 minutes to complete. You will need the following information to fill in the form:

- Your educational qualifications
- Your passport details

Please complete the Application Form and submit with supporting documents to:

Dean's Office, Faculty of Dentistry (Attn: Ms Doris Wong),
National University of Singapore,
11 Lower Kent Ridge Road, Singapore 119083
For enquiries, call 6772 4965 or fax 65-7796520.

The following fees (prices exclude 7% GST) will be applicable for the clinical attachment. Payment can be made by Cash or Cheque/ Bank Draft made out to "National University of Singapore". The Faculty reserves the right to revise the fees. Amount payable will be advised upon confirmation of acceptance.

Administrative Fee: (non-refundable)	S\$5.00 (for Singaporean/ Singapore Permanent Citizens) S\$100.00 (for International Students)
Attachment Fees:	S\$25.00 per day, charges will be based on actual attachment period.

DETAILS OF CLINICAL ATTACHMENT REQUESTED

Period of Clinical Attachment:

Attachment to Programme*: Endodontics / Orthodontics / Oral & Maxillofacial Surgery / Prosthodontics / Periodontology
(*Please choose only one.)

Have you been in contact with any staff member from the National University of Singapore? YES / NO
If yes, please state name:

PERSONAL DETAILS

Full Name as in Passport / Identity Card (underline Surname / Family Name):
Mr / Mrs / Mdm / Miss / Ms

Passport No.:	Date of Birth:	Nationality:
Date & Place of Issue:		
Date of Expiry:		

Address:

Contact Number(s) :
E-mail Address:

EDUCATION (*List qualifications attained in chronological order and attach copies of **relevant certificates***)

From	To	Schools / Institutions Attended	Country	QUALIFICATIONS ATTAINED

Please indicate briefly your clinical experience at the time of attachment with us:

DECLARATION

I declare that the particulars in this application are true to the best of my knowledge and belief, and I have not wilfully suppressed any material facts. Any misrepresentation or omission of information will be grounds for withdrawal of acceptance for the clinical attachment. I have also read and understood the guidelines stated overleaf.

Signature of applicant/ Date

For Official Use Only

Application Approved / Disapproved

Programme Director
Signature / Date _____

FACULTY OF DENTISTRY CLINICAL ATTACHMENT PROGRAMME

GUIDELINES FOR ATTACHMENT STUDENTS

About the programme

1. The period of attachment is up to a maximum of 3 weeks, unless otherwise specified.
2. Attachment is subject to Programme Director's approval and receipt of full payment of attachment fees upon confirmation of applicant's acceptance. Faculty will not be able to entertain requests during the Examination (in May) period and during term vacations. Dean's Office will inform applicant if request is successful.
3. There will be NO HANDS ON EXPERIENCE in the clinics. Successful applicants will only be allowed to observe. Attachment will only be conducted in the premises of the National University of Singapore and teaching clinics located at National University Hospital.
4. This is a voluntary programme and there will be no remuneration paid for the duration of attachment.

Guidelines for participants

All participants of the Clinical Attachment Programme must adhere to the following guidelines:

1. There will be NO HANDS ON EXPERIENCE in the clinics of the National University Hospital. While attached to the clinics, participants -
 - a. are not allowed to enter patient areas unsupervised.
 - b. must remain as silent observers in the presence of patients/patients' relatives.
 - c. must take leave if they recognize a patient.
 - d. must maintain full confidentiality regarding the patient(s) in National University Hospital.
2. Participants must have valid medical health insurance coverage during their period of attachment. Certificate (or certified true-copy) must be produced for our verification upon arrival.
3. The National University of Singapore and/or the National University Hospital will not be held responsible for any mishaps or loss of personal belongings during the period of attachment.
4. Participants must adhere to the Faculty of Dentistry's Dress Code while on campus.

Dress/Skirts:	Dresses and skirts should be of decent length.
Tops:	Male - Long/short sleeved shirts with collars. No T-shirts. Female- No T-shirts, skimpy tops e.g. tubes, halter necks, toga tops, spaghetti straps or short blouses e.g. crop tops.
Bottoms:	No jeans, shorts or bermudas.
Name Tags/ I.D	ID tags are to be worn at all times for identification purposes.
Shoes:	For safety reasons, covered shoes are to be worn during clinical sessions. Open toed sandals, slippers or backless shoes without straps are not permitted.
Jewellery:	Any jewellery worn must be simple and not interfere with work. All jewellery must comply with principles of asepsis and not cause injury to patients.
Hair:	Hair must be clean, well groomed, neatly arranged and secured to prevent it from falling into the sterile/ working field. Male students must keep beards and moustaches clean and neatly trimmed or be clean-shaven.

5. Confidential information which may have been acquired during the course of attachment with the University shall not, during or after the termination of attachment, be used or disclosed to any third party.

Sep 2010 / dw

CLINICAL ATTACHMENT PROGRAMME

For Postgraduate Programmes

The following fees (inclusive GST) will be applicable for the clinical attachment: -

Administrative Fees: (non-refundable)	S\$5.35 (for Singaporean/ Singapore Permanent Citizens) S\$107.00 (for International Students)
Attachment Fees:	S\$26.75 per day, charges will be based on actual attachment period.

GL/WBS: 530131/C221-000-001 (for internal reference)

PAYMENT OPTIONS

Credit Card Payment

Card Type

Visa

Master

Card Number

Expiry Date

____ / ____

Card Holder Name

Payment Amount

S\$ _____

Date: _____ Signature: _____

Cheque / Bank Draft

Payment by post can be made by either a **cheque or bank draft** drawn on a bank in Singapore and made payable to '**National University of Singapore**'. The cheque or bank draft should have the **sender's name and programme applied for written on the reverse side.**

Personal cheques (should be crossed) are accepted only from applicants in Singapore. International applicants are requested to send bank draft and not personal cheques. Please DO NOT send cash by post.

All interested applicants are to complete the "Application Form for Clinical Attachment" and submit with supporting documents together with payment to the following address:

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Singapore 119083