

## INSTRUCTIONS TO APPLICANTS FOR ADMISSION TO MASTER OF DENTAL SURGERY (MDS) RESIDENCY TRAINING PROGRAMMES

### Application Submission Requirements

Step 1: To combine the required documents listed below, in the **same order**, into **one** PDF File

Step 2: To name the PDF File with your FULL NAME

Step 3: To upload the file under the “Documents Upload” tab in your application

- 1) **Completed and Signed Application Form**
- 2) **Curriculum Vitae including Recent Photograph**
- 3) **Goal Statement (Optional)**
- 4) **Bachelor of Dental Surgery Certificate (Certified True Copy)**
- 5) **Bachelor of Dental Surgery Transcript**
- 6) **Additional Certificates (if any)**
- 7) **Letter of Employment**
- 8) **TOEFL scores/IELTS result**
- 9) **Proof of Financial Support**
- 10) **Front and Back of NRIC / Passport Copy (Certified True Copy)**

Please read the following thoroughly and ensure timely submission of the documents listed below –

### On-Line Application

Completed and signed Application form generated from the Graduate Admission System (GDA) online application portal and scanned certified true copies (by the issuing institution or organisation) of supporting documents to be submitted via the GDA Application portal at <https://inetapps.nus.edu.sg/GDA2/Home.aspx>.

The application form must be completed in English; and the supporting documents (e.g. dental degree certificates), if not in English, must be accompanied by copies of certified English translations.

Signed application form and all supporting documents should be submitted online through the Graduate Admission System online application portal, before the closing date on **15 October 2023**. We regret that incomplete applications as well as application forms submitted after the closing date will not be considered. Please note that shortlisted applicants will be notified and they will also be required to attend in person admissions interview/ sit for a practical test to be conducted in February/March.

### Curriculum Vitae

Recent photograph to be included in your CV.

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### **Goal Statement (Optional)**

You may indicate on what you intend to achieve from the programme, and how it may aid in your career pathway and any other additional points you deem necessary to add on to your Goal Statement.

### **Certificate**

Certified copy of Graduate Certificate of Dental Degree [*with English Translation, if applicable*]

### **Transcripts**

An official transcript of academic records is required from each university attended. You are responsible for requesting your transcript from the university concerned. Please use the attached transcript request form for this purpose. If you have attended more than one university, you should make photocopies of the transcript request form as required.

Please complete the relevant section of the *Transcript Request Form* and forward it to the Registrar (or relevant person-in-charge) of the University from which you are requesting your transcript.

Graduates from the National University of Singapore can apply for their transcripts online at the Registrar's Office website at <http://www.nus.edu.sg/registrar/student-records/transcripts>.

Digital copy of the official transcripts to be sent via email directly by the University to, Ms Priya Gunaseelan, at [denlg@nus.edu.sg](mailto:denlg@nus.edu.sg)

### **Letter of Employment**

Applicants are required to provide a letter of employment issued by the organisation showing proof of two years full-time clinical practice after graduation. The letter should indicate the duration of the employment (start date and end date).

### **TOEFL scores/IELTS result**

Applicants to note:

- (i) Complete the TOEFL or IELTS if the native tongue or medium of undergraduate instruction is not English.
- (ii) submit TOEFL/IELTS scoresheets certified by their universities with an original stamp through the Graduate Admission System online application portal.
- (iii) quote the Faculty of Dentistry's TOEFL institution code **9083** when requesting the ETS to send the TOEFL score sheets to the Faculty of Dentistry Graduate Studies, NUS.
- (iv) Test scores for the TOEFL and IELTS are valid for 2 years from the test date

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### **Proof of Financial Support**

**Self-Financed Applicants** to upload documentary evidence of financial support in the form of a bank statement / a copy of recent payslip.

**Sponsored Applicants** to upload a letter of confirmation from a sponsor or documentary evidence of scholarship or other award obtained.

It is mandatory for overseas applicants to submit documentary evidence of financial support in the form of a bank statement or documentary evidence of scholarship or other award obtained. If you are going to be supported by a sponsor, you will need a letter of confirmation from your sponsor together with a bank statement. The financial statement should indicate a total of **at least S\$15,000 per year for living expenses, in addition to the tuition and miscellaneous student fees** for the duration of the Programme.

### **Front and Back of NRIC / Passport Copy**

A copy of NRIC for Singapore citizens/PR or a copy of the Passport page for International applicants.

### **Academic Referee Report**

Recommendations from **three** academic referees who are dentists are required for each application. For overseas graduates, one of the academic referees must be from the Dean of the institute where the basic dental degree was conferred.

Referees are required to upload their reports online via the Graduate Admission System (GDA) online application portal. The deadline for referees to submit their report is within 14 days from the day of assigning them as a referee. As the closing date is 15 October 2023, the last date to assign referees on GDA is 1 October 2023. To duly inform all referees that their reports should be submitted by 15 October 2023.

For further enquiries or clarifications, please contact:

Officer in Charge (MDS Admissions)

Tel: +65 – 6772 5343

Email: [denbox2@nus.edu.sg](mailto:denbox2@nus.edu.sg)