

Application to MMed (IM)/PACES Examination Quick & Easy Guide for Applicants

Before anything else 👁️

- Please read the full instructions on the DGMS website which will be updated upon commencement of application:

👉 <https://medicine.nus.edu.sg/dgms/master-of-medicine/internal-medicine/>

- Need help with GDA3?

👉 Applicant Guide: <https://medicine.nus.edu.sg/dgms/help/guides/>

Pro tip: Get *all* your documents ready before you start. It'll save you time (and emails).

Application (Please Read This Carefully) ⏰

Your application is only considered complete when **all of the following are done:**

- Application fully submitted in **GDA3** (https://gradapp.nus.edu.sg/portal/app_manage)
 - All required documents uploaded
 - Application fee paid
- **Additional Information** Form submitted on <https://forms.office.com/r/Dbf0rJKn0P>

⚠️ Important reminders:

- **Late submissions will not be accepted**
- Applicants who are **non-responsive** to follow-up emails/calls may face delays, even with an early submission timestamp
- This is to be fair to applicants who completed everything properly upfront
- Final decisions are at the discretion of **DGMS Administration Office**

📁 What are the the Supporting Documents You Need to Submit?

Supporting Document	Remarks
<ul style="list-style-type: none"> • MBBS Degree Certificate 📄 	<ul style="list-style-type: none"> • Upload a colour scan • Include a simple Certified True Copy (CTC) by: <ol style="list-style-type: none"> Supervisor, MOHH, department secretary, or Residency Faculty / Programme Coordinator • NUS Medicine graduates: <ol style="list-style-type: none"> CTC is optional Colour scan still required
<ul style="list-style-type: none"> • MRCP Part 1 & Part 2A Results 📄 	<ul style="list-style-type: none"> • Upload one of the following: <ol style="list-style-type: none"> Official results letter (preferred), or Screenshot from your myMRCP account <ol style="list-style-type: none"> Screenshot must show your name and email • Other notes <ol style="list-style-type: none"> No CTC needed • Upload under “Other Documents” in GDA3
<ul style="list-style-type: none"> • Official Identification Documents 📄 	<ul style="list-style-type: none"> • Singaporeans & PRs: <ol style="list-style-type: none"> Colour scan or photo of physical NRIC (front), or Photo of digital NRIC from SingPass (all details visible) • Foreign residents in SG: <ol style="list-style-type: none"> Colour scan or photo of bio-data page of Passport, and Colour scan or photo of Employment pass (front) • Foreign residents outside SG: <ol style="list-style-type: none"> Colour scan or photo of bio-data page of Passport only • No CTC needed for all of the above
<ul style="list-style-type: none"> • Additional Information Form 📄 	<ul style="list-style-type: none"> • Must be submitted online via https://forms.office.com/r/vmJwJ3bTDt • Link is updated on https://medicine.nus.edu.sg/dgms/master-of-medicine/internal-medicine/ upon commencement of application
<ul style="list-style-type: none"> • Endorsement Form from PD/APD/CFS 📄 	<ul style="list-style-type: none"> • Upload under “Other Documents” in GDA3
<ul style="list-style-type: none"> • Passport-Sized Photo 📄 	<ul style="list-style-type: none"> • Optional but preferred during application stage. • Mandatory upon Offer Acceptance
<ul style="list-style-type: none"> • Result Letter for MMed (IM) Written Exam (OPTIONAL) 📄 	<ul style="list-style-type: none"> • Only if you passed the conjoint written exam(s) before 2022, where you may have the Pass Letter for <ul style="list-style-type: none"> ○ Primary MMed (IM)/MRCP Part 1 Written Exam, and/or ○ Final MMed (IM)/Part 2a Written Exam

📞 Contacts

OIC (for Exam and Overall Matters): Joanne Tan (joannetan@nus.edu.sg)

For applications and troubleshooting: Rachel Seow (rachelseow@visitor.nus.edu.sg) or Jason Low (jasonlow@visitor.nus.edu.sg)

Common Questions & Fixes

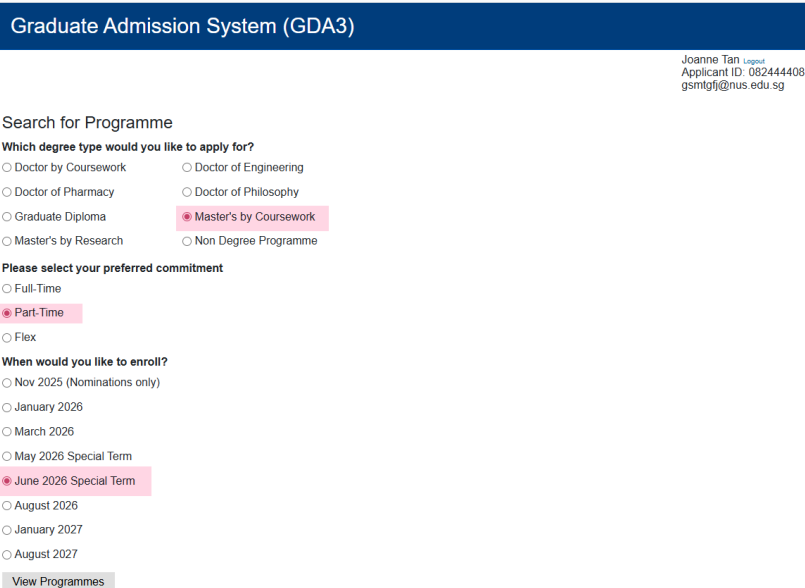
? “Why is the status for MRCP Part 1 or 2a on GDA3 still showing as ‘Awaiting’ despite successful upload?”

- DGMS may still be verifying documents under “**Other Documents**”
- This is normal and takes time to refresh (system limitation)

✓ This does not affect your timestamp as long as the correct document was uploaded

? “I’m not sure what to fill in when adding a new application on GDA3”

- Refer to the announcement and instructions on <https://medicine.nus.edu.sg/dgms/master-of-medicine/internal-medicine/>



- A sample for June/July 2026 diet is shown →

? Accidentally submitted the Additional Info Form more than once?

- Send **Rachel**: rachelseow@visitor.nus.edu.sg an email if you made multiple submissions
- Gentle reminder to **read all instructions carefully and input your answers accurately before submitting the form.**

? GDA3 errors, login problems, or upload issues

- Try refreshing the page if the prompt to upload documents does not appear. It may take about 2-3 minutes for the system to be updated. If it doesn't work:
- Take a **screenshot of the error**
- Email **Jason** (jasonlow@visitor.nus.edu.sg) with the screenshot
- If the issue was beyond your control during the application period:
 - Your application and timestamp may be reviewed under special circumstances **with proof of error emailed to Jason to capture a valid timestamp.**

⚠ Reminder:

Uncooperative or unresponsive applicants may experience delays despite early submission. Late submissions after the deadline will **not** be entertained.