APPLICATION CHECKLIST
MASTER OF CLINICAL MENTAL HEALTH AND PSYCHOTHERAPY

Name of Applicant: _____

S/N	DOCUMENTS	✓
1	**Copy of NRIC** (for local applicants) or **Passport** (for international applicants)	
2	**A Passport-Size Photo** (preferably in JPEG format)	
3	**Certified True Copy of Degree Certificate** (for applicants who have graduated from undergraduate studies) *OR* **Official Student Status Letter from University** (for applicants who have yet to graduate at time) *Graduates from local universities can upload the Opencerts file with their online application. Transcript(s) and degree scroll(s) must be certified true copies. Certification of the supporting documents may be made by a responsible person e.g., school principal, commanding officer, personnel manager, etc. If you are unable to obtain certified true copies of your supporting documents, notarised documents will be accepted. However, do note that you will have to pay for notarised documents.*	
4	**Certified True Copy of Official University Transcript** (applicants may submit the latest unofficial transcript if they have yet to graduate at time of application) *Applicants who are graduates of other universities must ensure that the university's grading scheme is included in the scanned copy that you upload to your online application.*	
5	**Curriculum Vitae (CV)** detailing relevant experience, skills, qualifications, and accomplishments	
6	**Personal Statement** Please include the following prompts in your personal statement: 1. Why do you wish to undertake this training programme? (300 - 400 words) 2. Explain how your experiences have made you ready to start this training programme now. (300 - 400 words) 3. Explain how you have managed to cope with a stressful interpersonal situation using your personal qualities/strengths. What did you learn from this? (300 - 400 words)	
7	**Recommendations** from two professional referees *Note: The recommendations from the two professional referees are to be submitted via the online admission system.*	

Note:
- **Supporting documents & supplementary forms are to be uploaded with online application.**
- **Applicants should ensure that all supporting documents are in English or accompanied by an official translation in English.**

S/N	D O C U M E N T S	✓
8	**Copy of TOEFL / IELTS Scoresheet** (for applicants whose native tongue or medium of undergraduate instruction is not English) *Applicable for all international applicants EXCEPT those whose undergraduate/graduate degrees are from Singapore autonomous universities or English-medium institutions in Australia, Canada, Ireland, New Zealand, the United Kingdom, and the United States. Applicants from other institutions may submit documentary proof that their degrees were taught entirely in English.* *IELTS: A min. overall band score of 7.0, with at least 7.0 in both Listening and Speaking components. OR* *TOEFL iBT: A min. total score of 94, with at least 24 in Listening, Speaking, and Writing sections.* *Note: All IELTS / TOEFL tests must have been taken not earlier than 2 years before the proposed date of admission.*	
9	**Documentary Proof of Financial Support** e.g. bank statement, recent payslip, certificate of deposit or original sponsor's letter. *Prospective international students are required to provide financial proof that certify your financial ability to make payment for tuition and miscellaneous student fees and living expenses of S$18,000 per year throughout the normal duration of the MCMHP programme.*	
10	**Copy of Professional / Specialist Certificate(s)** for the qualifications stated in the application form	
11	**Other Supporting Documents** (certificates/awards/prizes, membership of organisations etc)	

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