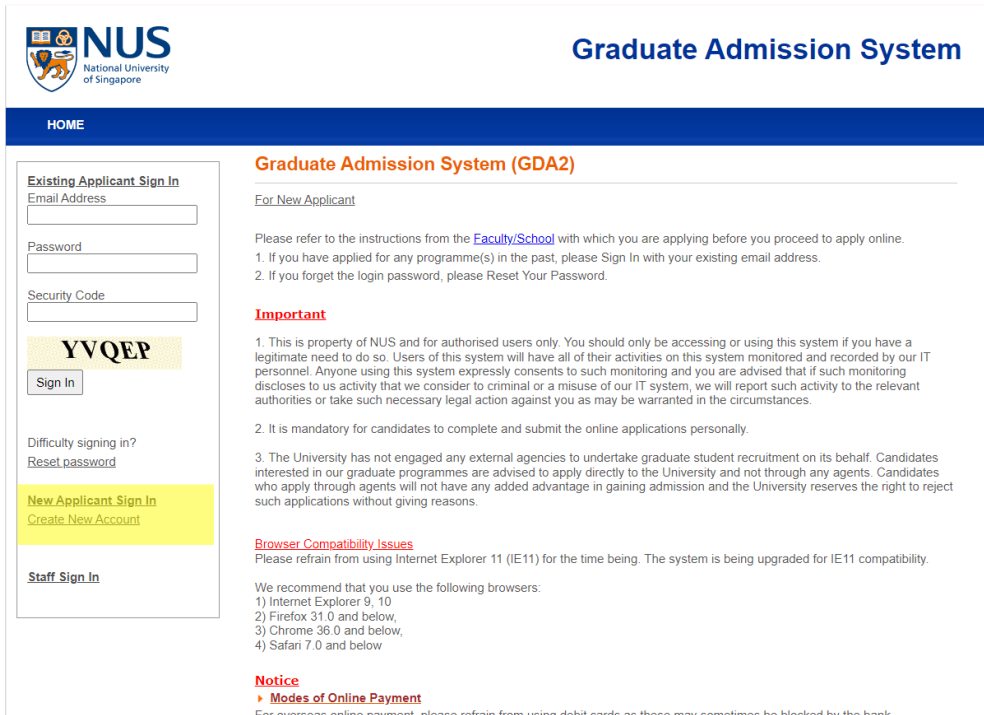


## Creating an Applicant Account

- Applicants can apply via the [NUS Graduate Admission System](#). To begin the application, you should click “*Create New Account*”. You may save your application and return to the application form to complete your submission at a later time once you have created it.



**NUS** National University of Singapore

**Graduate Admission System**

HOME

**Existing Applicant Sign In**  
 Email Address  
 Password  
 Security Code  
 YVQEP  
 Sign In  
 Difficulty signing in?  
[Reset password](#)

**New Applicant Sign In**  
[Create New Account](#)

[Staff Sign In](#)

**Graduate Admission System (GDA2)**

For New Applicant

Please refer to the instructions from the [Faculty/School](#) with which you are applying before you proceed to apply online.

- If you have applied for any programme(s) in the past, please Sign In with your existing email address.
- If you forget the login password, please Reset Your Password.

**Important**

- This is property of NUS and for authorised users only. You should only be accessing or using this system if you have a legitimate need to do so. Users of this system will have all of their activities on this system monitored and recorded by our IT personnel. Anyone using this system expressly consents to such monitoring and you are advised that if such monitoring discloses to us activity that we consider to criminal or a misuse of our IT system, we will report such activity to the relevant authorities or take such necessary legal action against you as may be warranted in the circumstances.
- It is mandatory for candidates to complete and submit the online applications personally.
- The University has not engaged any external agencies to undertake graduate student recruitment on its behalf. Candidates interested in our graduate programmes are advised to apply directly to the University and not through any agents. Candidates who apply through agents will not have any added advantage in gaining admission and the University reserves the right to reject such applications without giving reasons.

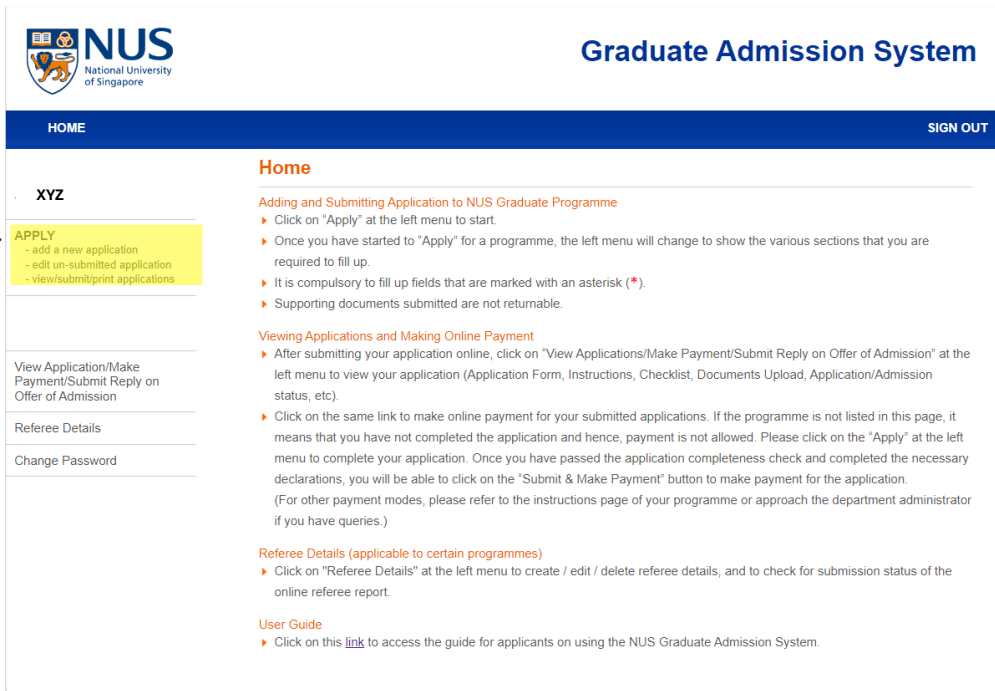
**Browser Compatibility Issues**  
 Please refrain from using Internet Explorer 11 (IE11) for the time being. The system is being upgraded for IE11 compatibility.

We recommend that you use the following browsers:

- Internet Explorer 9 - 10
- Firefox 31.0 and below,
- Chrome 36.0 and below,
- Safari 7.0 and below

**Notice**  
 ▶ [Modes of Online Payment](#)  
 For overseas online payment, please refrain from using debit cards as these may sometimes be blocked by the bank

- Click **APPLY**



**NUS** National University of Singapore

**Graduate Admission System**

HOME SIGN OUT

XYZ

**APPLY**  
 - add a new application  
 - edit un-submitted application  
 - view/submit/print applications

View Application/Make Payment/Submit Reply on Offer of Admission

Referee Details

Change Password

**Home**

**Adding and Submitting Application to NUS Graduate Programme**

- ▶ Click on “Apply” at the left menu to start.
- ▶ Once you have started to “Apply” for a programme, the left menu will change to show the various sections that you are required to fill up.
- ▶ It is compulsory to fill up fields that are marked with an asterisk (\*).
- ▶ Supporting documents submitted are not returnable.

**Viewing Applications and Making Online Payment**

- ▶ After submitting your application online, click on “View Applications/Make Payment/Submit Reply on Offer of Admission” at the left menu to view your application (Application Form, Instructions, Checklist, Documents Upload, Application/Admission status, etc).
- ▶ Click on the same link to make online payment for your submitted applications. If the programme is not listed in this page, it means that you have not completed the application and hence, payment is not allowed. Please click on the “Apply” at the left menu to complete your application. Once you have passed the application completeness check and completed the necessary declarations, you will be able to click on the “Submit & Make Payment” button to make payment for the application. (For other payment modes, please refer to the instructions page of your programme or approach the department administrator if you have queries.)

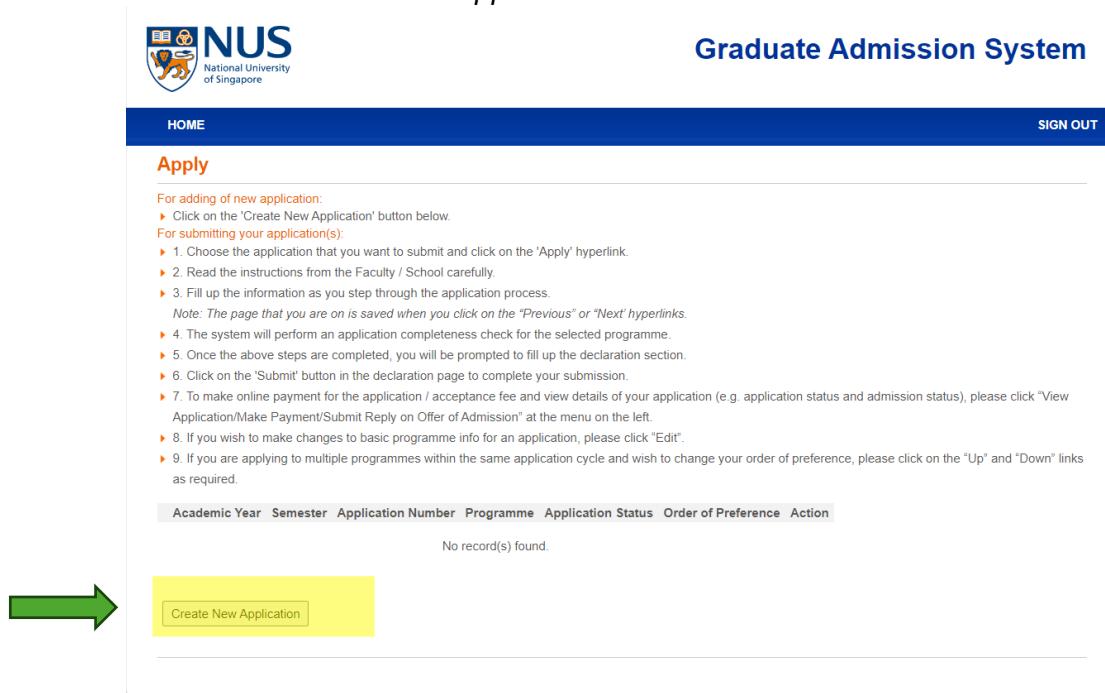
**Referee Details (applicable to certain programmes)**

- ▶ Click on “Referee Details” at the left menu to create / edit / delete referee details, and to check for submission status of the online referee report.

**User Guide**

- ▶ Click on this [link](#) to access the guide for applicants on using the NUS Graduate Admission System.

3. Click on the “Create New Application” button below.



4. Create an application for the Programme(s) in which you are interested to apply. For Master of Clinical Mental Health and Psychotherapy (MCMHP), please select the field below.

- a. Programme Type – **Coursework**
- b. Faculty: **Yong Loo Lin Sch of Medicine**
- c. Programme: **Master of Clinical Mental Health and Psychotherapy (MCMHP)**
- d. Source of Finance: Self Support / Other Financial Assistance
  - i. Applicants who are sponsored by organisations, please select “Other Financial Assistance” and specify which organisations are sponsoring.
  - ii. Applicants who would like to be considered for the philanthropic scholarships, please select “Self Support” and indicate if they would like to be considered for the full/partial scholarships at the *Questionnaire section*.
  - iii. *For International applicants:* It is compulsory to submit documentary evidence of financial support in the form of a letter of confirmation from a sponsor and a bank statement OR documentary evidence of scholarship OR other award obtained OR personal bank statement. The financial statement should reflect a minimum sum of \$60,000 and cost of living expenses in Singapore. You may refer to this guideline for the [cost of living in Singapore](#).
- e. Academic Load: Full-time/ Part-time

After you have checked that your inputs are correct, click on the “Save” button to complete the creation of your application.

**\* Denotes required field**

Programme Type \*  Coursework  Research

Faculty \*

Programme\*

Department

Specialisation / Area of Study

Attached to Research Institute/Centre

Source of Finance

For self-support students, it is mandatory to prepare financial documents such as a bank statement or a recent pay slip, or – for sponsored students – a letter of confirmation from your sponsor, together with the financial status proof. If you do not have such documents yet, you may like to check with the programme office whether

- they can be submitted only when you receive the admissions offer, OR
- it is compulsory to [upload the document](#) as part of the application submission.

Other Source of Finance, please specify

Academic Load\*  Full-Time  Part-Time

5. Click on *Apply* to begin the submission of your application. If you're applying to more than one programme or need help navigating the application portal, please refer to the [Applicant Guide to the Graduate Admission System \(GDA\)](#) for further instructions.

**Apply**

For adding of new application:  
 ▶ Click on the 'Create New Application' button below.

For submitting your application(s):

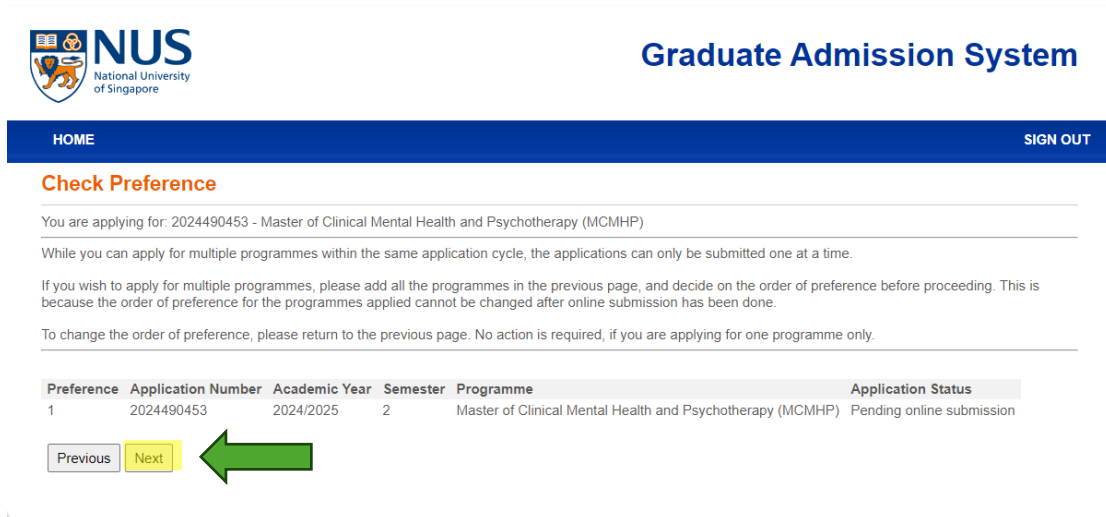
1. Choose the application that you want to submit and click on the 'Apply' hyperlink.
2. Read the instructions from the Faculty / School carefully.
3. Fill up the information as you step through the application process.

*Note: The page that you are on is saved when you click on the "Previous" or "Next" hyperlinks.*

4. The system will perform an application completeness check for the selected programme.
5. Once the above steps are completed, you will be prompted to fill up the declaration section.
6. Click on the 'Submit' button in the declaration page to complete your submission.
7. To make online payment for the application / acceptance fee and view details of your application (e.g. application status and admission status), please click "View Application/Make Payment/Submit Reply on Offer of Admission" at the menu on the left.
8. If you wish to make changes to basic programme info for an application, please click "Edit".
9. If you are applying to multiple programmes within the same application cycle and wish to change your order of preference, please click on the "Up" and "Down" links as required.

Academic Year	Semester	Application Number	Programme	Application Status	Order of Preference	Action
2024/2025	2	<a href="#">2024490453</a>	Master of Clinical Mental Health and Psychotherapy (MCMHP)	Pending online submission	1	<a href="#">Edit</a> <a href="#">Apply</a> <a href="#">Delete</a>

6. Click the “Next” button when you are ready to proceed to fill in the application.



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## Graduate Admission System

HOME SIGN OUT

### Check Preference


You are applying for: 2024490453 - Master of Clinical Mental Health and Psychotherapy (MCMHP)

While you can apply for multiple programmes within the same application cycle, the applications can only be submitted one at a time.

If you wish to apply for multiple programmes, please add all the programmes in the previous page, and decide on the order of preference before proceeding. This is because the order of preference for the programmes applied cannot be changed after online submission has been done.

To change the order of preference, please return to the previous page. No action is required, if you are applying for one programme only.

Preference	Application Number	Academic Year	Semester	Programme	Application Status
1	2024490453	2024/2025	2	Master of Clinical Mental Health and Psychotherapy (MCMHP)	Pending online submission

Previous **Next** 

7. Please ensure that all sections of the application form are completed and that you have uploaded all the required documents to complete the application.
  - a. Applicants should ensure that all supporting documents are in English or accompanied by an official translation in English. Translated copies of the documents must be **certified true copies**.
  - b. All transcript(s) and degree scroll(s) must be **certified true copies** by the issuing institution(s).
  - c. Shortlisted candidates will be informed of an interview date. Please bring along the **physical copies** of their original certificates and transcripts during the interview.

## 8. REFEREE SECTION

Your recommendations from **two** professional referees are to be submitted via the online admission system. The referees can be their academic mentors, current employers or previous employers. You should check with your referees and **obtain their institutional or professional work e-mail address**. *Please make sure that their email addresses are valid and correct. The University will not be responsible for undeliverable e-mails and their consequences.*

After your online application is submitted, an automated e-mail will be sent to your referees inviting them to complete their recommendations online. Your referee reports will be sent to us directly via the online application system so there is no need for you to send separate recommendations to us.

Referees will be given **14 days** to submit his/her referee report. You are advised to remind your referees to submit their reports when the deadline is approaching and the report status remains as "pending submission".

## 9. QUESTIONNAIRE SECTION

Applicants must respond to all questions with complete honesty. Providing inaccurate or false information, or omitting material details, will result in the invalidation of your application. Individuals admitted based on such misinformation may face expulsion, and there will be no reimbursement of application or tuition fees.

Please indicate if you would like to be considered for the full/partial scholarships. Kindly note that you would be required to submit additional documents should your application is shortlisted for the scholarship.

## 10. DOCUMENTS UPLOAD SECTION

Please refer to **Annex A** for the document checklist. All documents must be uploaded in PDF format.

Double-check that you have uploaded all necessary documents before submitting the application.

## 11. PERSONAL STATEMENT

Please include the following prompts in your personal statement:

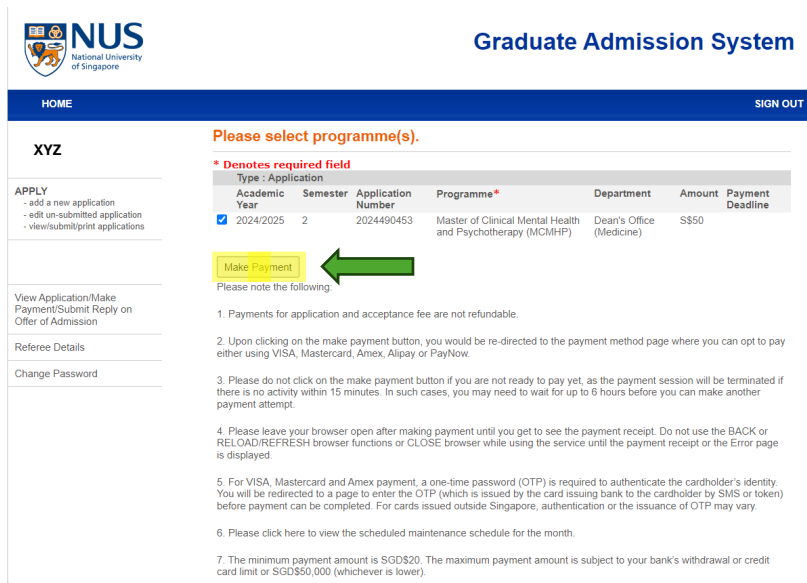
- a. Why do you wish to undertake this training program? (300-400 words)
- b. Explain how your experiences have made you ready to start this training program now. (300-400 words)
- c. Explain how you have managed to cope with a stressful interpersonal situation using your personal qualities/strengths. What did you learn from this? (300-400 words)

## 12. APPLICATION FEE

When you are ready to submit your application, you will be required to make an application fee payment of **SGD50.00**. Check the correct box to proceed to the payment page.

Follow the [instruction 7. On Making Payment for Fees & 8. Track Application, Admission, and Payment Status](#) page 24-27.

Do not click on the payment link if you are not ready to pay yet, as you may need to wait for up to 6 hours before you can make another payment attempt. **Keep the receipt for proof of payment.**



**HOME** **SIGN OUT**

**XYZ**

**Please select programme(s).**

**\* Denotes required field**

Type : Application						
Academic Year	Semester	Application Number	Programme *	Department	Amount	Payment Deadline
<input checked="" type="checkbox"/>	2024/2025	2	2024490453	Master of Clinical Mental Health and Psychotherapy (MCMHP)	Dean's Office (Medicine)	S\$50

**Make Payment** ←

Please note the following:

1. Payments for application and acceptance fee are not refundable.
2. Upon clicking on the make payment button, you would be re-directed to the payment method page where you can opt to pay either using VISA, Mastercard, Amex, Alipay or PayNow.
3. Please do not click on the make payment button if you are not ready to pay yet, as the payment session will be terminated if there is no activity within 15 minutes. In such cases, you may need to wait for up to 6 hours before you can make another payment attempt.
4. Please leave your browser open after making payment until you get to see the payment receipt. Do not use the BACK or RELOAD/REFRESH browser functions or CLOSE browser while using the service until the payment receipt or the Error page is displayed.
5. For VISA, Mastercard and Amex payment, a one-time password (OTP) is required to authenticate the cardholder's identity. You will be redirected to a page to enter the OTP (which is issued by the card issuing bank to the cardholder by SMS or token) before payment can be completed. For cards issued outside Singapore, authentication or the issuance of OTP may vary.
6. Please click here to view the scheduled maintenance schedule for the month.
7. The minimum payment amount is SGD\$20. The maximum payment amount is subject to your bank's withdrawal or credit card limit or SGD\$50,000 (whichever is lower).

**13.** The closing date for round 1 application submission will be on **1 May 2024**. Late submissions may be considered if there are still available slots in the master's programme after the first round of admissions. Please note that admissions are on a rolling basis so interested candidates are encouraged to apply to the programme by Round 2.

**14.** The course administrator will correspond with you primarily using e-mail during the application process to convey messages such as requesting for outstanding documents, interview notification, etc. Hence, you must provide a valid and correct e-mail address and maintain your e-mail account regularly. *The University will not be responsible for undeliverable e-mails and their consequences.*

**15. REJECTION OF APPLICATION**

Inaccurate or false information or omission of material information or no application fee payment will render your application invalid. The University has not engaged any external agencies to undertake graduate student recruitment on its behalf and it reserves the right to reject without giving reasons, applications submitted through any external agencies and applications that are incomplete or inaccurate. Persons admitted based on inaccurate or false information may be expelled. There will be no refunds of application fees.

For further inquiries, please contact **MSC Edu Team** at [msc\\_edu@nus.edu.sg](mailto:msc_edu@nus.edu.sg) (include your application number in the email subject line).

## **ANNEX A – Document Checklist**

- Applicants should ensure that all supporting documents are in **English** or accompanied by an official translation in English. 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.
- All documents must be uploaded in **PDF format**.

Documents (compulsory) to be submitted with your online application:

- 1a.** Scanned copy of **Singapore NRIC** for Singapore citizens OR scanned copy of **Re-entry permit** for Singapore PRs OR scanned copy of **Passport** page showing nationality and personal details for International applicants.

**1b.** Scanned copy of **Employment Pass** and **Letter of Approval** from employer for International applicants working in Singapore.

- 2. Certified True Copy of Bachelor's and/or Master's certificate or degree scroll** (with English translation, if applicable).

Graduates from local universities can upload the Opencerts file with their online application.

- 3. Certified True Copy of Bachelor's and/or Master's degree transcript** (with English translation, if applicable).

Graduates from local universities can upload the Opencerts file with their online application.

Applicants who are graduates of other universities can submit scanned copy of their result slip(s) or transcript(s) of their academic records with their online application. Please ensure that the university's grading scheme is included in the scanned copy that you upload to your online application.

*Applicants who are shortlisted for admission must bring along the original physical copy of the transcript, certificate or degree scroll (with English translation, if applicable) during the interview.*

- 4. Latest CV**

- 5. Personal statement**

Please refer to the instruction 11. Personal Statement for the prompts

- 6. Recommendations from two professional referees**

Note: The recommendations from the two professional referees are to be submitted via the online admission system.

Additional Documents to be submitted by **International Applicants**:

- 7. Documentary evidence of financial support** in the form of a letter of confirmation from a sponsor and a bank statement OR documentary evidence of scholarship OR other award obtained OR personal bank statement. The bank statement should reflect a **minimum sum of \$60,000 AND** cost of living expenses in Singapore.
  
- 8. TOEFL/IELTS score report.** Applicable for all international applicants EXCEPT those whose undergraduate or 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 provide documentary proof that their degrees were taught entirely in English.

The minimum TOEFL/IELTS score required is as follows:

- TOEFL Internet-Based Test (iBT): Minimum score of 94 (with minimum of 23 for the writing section)
- A minimum IELTS of 7.0