

## APPLICATION CHECKLIST FOR PHD PROGRAMME IN OPERATIONS RESEARCH AND ANALYTICS

<p><b>Applicants must upload the following documents to the <u>Graduate Admission System</u>:</b></p>
<p><input type="checkbox"/> A copy of <b>Singapore NRIC or citizenship certificate</b> for <u>Singapore Citizens</u> OR <u>Singapore PRs</u></p>
<p><input type="checkbox"/> A copy of <b>Passport</b> page showing nationality and personal details for <u>International Applicants</u></p>
<p><input type="checkbox"/> A recent <b>passport-sized photograph</b></p>
<p><input type="checkbox"/> A copy of <b>CV</b></p>
<p><input type="checkbox"/> <b>Research proposal/ Personal Statement</b> of 1-2 pages.</p>
<p><input type="checkbox"/> A copy of <b>undergraduate and/or graduate degree scroll</b></p>
<p><input type="checkbox"/> A copy of <b>Undergraduate and/or graduate degree transcripts</b></p> <p><b>Note:</b> If any of the transcripts is not in English, it must be certified true copy with English translation.</p>
<p><input type="checkbox"/> Recommendations from <b>two referees</b></p> <p><b>Note:</b> The recommendations from the two referees are to be submitted directly via the online admission system (GDA2). The referee can come either from the academic sector or from the industry sector.</p> <p>Once the referee has been assigned, an automated email will be sent to the referee. The referee will have to complete a referee report form within a 14 days' timeline.</p>
<p><input type="checkbox"/> A copy of <b>TOEFL/ IELTS</b> score report</p> <p><b>Note:</b> Applicants whose medium of university instruction is not in English must submit Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) as evidence of their proficiency in the English Language.</p> <p>TOEFL/ IELTS score reports are only valid for 2 years after the test and the validity period should not expire before the application period for the relevant intake for which they are applying.</p> <p>Institution code for NUS Business School: TOEFL at 9082 and IELTS at 0677.</p>

- A copy of **GRE** score report

**Note:**

With effect from AY2023/2024 (August 2023) intake, all PhD applicants are required to submit GRE score reports.

Applicants must obtain an aggregate minimum score of 320 for the Verbal (V) and Quantitative (Q) sections and a minimum score of 3.5 for the Analytical (A) section.

Exemption from the GRE requirements will be given to:

- Graduates from NUS/ NTU/ SUTD/ SMU who have graduated with Honors (Highest Distinction) and
- Final year students from NUS/ NTU/ SUTD/ SMU who are expected to obtain Honors (Highest Distinction).

Please note that the GRE scores are valid for five (5) years from the test date.

Institution code for NUS Business School: GRE/ GMAT at 7219.

- Other supporting document(s)**, if any. (E.g. publications, awards received etc.)

- For self-finance applicants, please include documentary evidence of financial support in the form of a bank statement and/or letter of confirmation from a sponsor.

**NOTE:**

Applicants would be required to submit official copies of transcripts and degree scroll after they have been offered a place in the NUS PhD Programme.

Applicants may request official transcripts directly from their university/universities using the prescribed Transcript Request Form. The official transcript/transcripts must be enclosed in an official sealed envelope with its flap bearing the security seal of the university and the signature of the Registrar or his/her representative (with the designation indicated on the envelope). The envelope must be forwarded to the Department of the programme applied for, directly from the university/universities, unopened, together with the Transcript Request Form.

For mailing of documents, the mailing address is:

**PhD Programme in Operations Research and Analytics  
Institute of Operations Research and Analytics  
Innovation 4.0,  
3 Research Link, #04-01  
Singapore 117602  
Attn: Ms Eng Pui Leng**