Frequently Asked Questions (FAQs)

1. What is the application process?
   
   Submission of nomination form by team +
   Endorsement by president of nominated student organisation +
   Nominator's endorsement

2. Who can be a nominee?
   
   All student organisations under the purview of Student Affairs Office (SAO), as long as they meet the required eligibility criteria.

3. Who can be a nominator?
   
   NTU staff, faculty and student leaders are eligible to be nominators. However, student leaders cannot nominate their own student organisation.

4. Can a student organisation endorse more than one initiative?
   
   Yes, there is no limit to the number of projects endorsed. If the student organisation has multiple initiatives that qualify for the award, distinct nomination forms should be submitted for each initiative.

5. Can a nominator nominate more than one student initiative?
   
   Yes.

6. Why is the assessment period from September 2016 to August 2017?
   
   For most student organisations, newly-elected student leaders are appointed in September and will step down in August the following year.

7. Are collaborative initiatives involving more than one student organisation eligible for nomination?
   
   Yes, nominations for collaborative initiatives are welcomed and the prize will be split among the student organisations.

8. Are overseas initiatives eligible for nomination?
   
   Yes, nominations can be for both local as well as overseas initiatives, as long as the initiative can demonstrate the required accomplishments.

9. Our project team is graduating, can we still apply for this Award?
   
   Yes, as long as the initiative meets the eligibility criteria.
10. Are Final Year Projects eligible for nomination?

No, only student organisations under the purview of SAO are eligible to be considered for this Award.

11. What happens to my application after it has been submitted?

Your application will be reviewed for completeness, eligibility and adherence to the application guidelines. Incomplete and/or ineligible applications will be rejected. Complete applications that meet the eligibility criteria will be reviewed by the Award Committee. Award recipients will be notified in September 2017.

12. How will we know if our application has been received?

All applicants will receive an email confirmation once all the required documents for their application have been received. If you have submitted all your documents but have not received a confirmation email, you can write to the Secretariat at saosd@ntu.edu.sg.

Do note that the Secretariat will not provide status updates regarding submitted applications.

13. How may the cash award be used?

50% of the cash award ($1,000) for the student organisation may be used at the student organisation’s discretion; and the balance 50% of the cash award may be used at the discretion of the team members whose names are listed on the nomination form.

The additional $3,000 may be used for future initiatives (new or existing) related to the areas in which they have been awarded within two years from the date of the award. Any unclaimed amount will be forfeited after the stipulated period.

14. When will the cash award be disbursed?

Award recipients may expect to receive the disbursement by October 2017, subject to timely provision of bank details to the Secretariat.

15. Is attendance at the Award Ceremony compulsory for recipients?

Yes, awarded student organisations are required to be represented at the Award Ceremony. The Secretariat reserves the rights to the use of images and videos taken during the Award Ceremony for publicity purposes.

16. Whom should I contact if I have further questions?

If you have any further questions pertaining to the nomination process you may email the Secretariat at saosd@ntu.edu.sg.