

School of Mechanical & Aerospace Engineering

MAE Graduate Studies Office
50 Nanyang Avenue, Blk N3, Level 2a-29, Singapore 639798, Tel: 67904955 Fax: 67919690
Email: MAE.MSc@ntu.edu.sg



Application for Conversion of Candidature Status (Full/Part-Time)

- Note: 1) This form is to be completed if you would like to convert your Candidature Status (Full/Part-Time).
2) Maximum candidature for Full-time Students is two years. Maximum candidature for Part-time Students is four years.
3) Maximum number of courses for Full-time Students per semester is five (5). Maximum number of courses for Part-time Students per semester is three (3).
4) You are allowed to apply for conversion of Candidature Status only once in your entire candidature and reversal of decision after approval is not allowed.
5) All applications are subjected to approval.

☐ **Part Time to Full Time Study**

☐ **Full Time to Part Time Study**

For Official Use	
Max Candidature	:
Revised Max Candidature	:

Name of Student: _____ Nationality: _____ Matric No.: _____

Programme: _____ Contact No.: _____ Email Address: _____

Admission Date: _____ Max Candidature: _____ Status: Full Time / Part Time*

Option of Study: Coursework & Dissertation / Coursework Only* CGPA : _____ (# Please attach your overall result slip)

Reasons for Application for Conversion of MSc Candidature

Please explain and provide supporting documents (attach separate sheets if necessary) :

Please take note that conversion is based on semester, please indicate the academic year and semester for the conversion to take effect from:

Academic Year : _____

Semester : _____

☐ I confirm that this is my only conversion in the entire candidature.

Student's Signature & Date : _____

Part 1 : Programme Director

Recommended / Not Recommended*

Remarks :

Programme Director

Name

Signature & Date

Part 2 : Assistant Chair (Graduate Studies)

Supported / Not Supported*

Remarks :

Assistant Chair (Graduate Studies)

Name

Signature & Date

*Delete accordingly