

**School of Mechanical & Aerospace Engineering**

MAE Graduate Studies Office  
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**Application for Conversion of Option of Study**

- Note: 1) Students selecting **Coursework and Dissertation** must complete eight courses prescribed by the programme and submit a dissertation on an approved project. Students selecting **Coursework Only** must complete ten courses prescribed by the programme.
- 2) You are allowed to apply for conversion of Option of Study only once in your entire candidature and reversal of decision after approval is not allowed.
- 3) Students enrolled from AY25-26 Semester 2 intakes onward are required to deliver a 30 minute presentation of their Dissertation to the Examiners. It can be held online or in-person, depending on both examiners' preference and availability.
- 4) All applications are subjected to approval.
- 5) You must forward us your DR-NTU: Submission Approved and Archived email to [mae.msc@ntu.edu.sg](mailto:mae.msc@ntu.edu.sg) before maximum candidature date.

☐ Convert Option of Study : From “Coursework Only” to “Coursework & Dissertation”

☐ Convert Option of Study : From “Coursework & Dissertation” to “Coursework Only”

Name of Student: \_\_\_\_\_ Matric No. : \_\_\_\_\_

MSc Programme: AVA/ME/PM/SCE/SM<sup>#</sup> Contact No.: \_\_\_\_\_ Email Address: \_\_\_\_\_

Admission Date: \_\_\_\_\_ Max Candidature Date: \_\_\_\_\_ Status: Full Time / Part Time<sup>#</sup>

**# Delete if not applicable**

**Reasons for Application for Conversion of Option of Study**

Reasons (attach separate sheets if necessary) :

For student opting for “Coursework and Dissertation” option, please confirm your dissertation title and supervisor before submitting the request to change your option of study.

*\* Note: Please consult your supervisor and programme director if you deviate from the registered project scope and title during your research.*

<b>Dissertation Title *</b>			
<b>Dissertation Supervisor</b>			
	<b>Name of Supervisor</b>	<b>Signature</b>	<b>Date</b>
<b>Dissertation Co-Supervisor (Only where relevant)</b>			
	<b>Name of Co-Supervisor</b>	<b>Signature</b>	<b>Date</b>

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

☐ I confirm that I am aware that my dissertation title and content must be the result of my original research that is free of plagiarized materials and has not been submitted for a higher degree to any other University or Institution.

Student's Signature & Date : \_\_\_\_\_

**Abstract to describe the Dissertation project scope you will be working on**

**If converting to 'Coursework & Dissertation', please also provide an abstract to describe the Dissertation project scope you will be working on.**

**It is important to ensure your Dissertation project is relevant to your programme of study when proposing, and during your research period.**

[illegible]

**For Official Use**

**Part 1: Programme Director**

[Recommended / Not Recommend]

**Programme Director Name:**

**Email Approval Date:**

**Part 2: Assistant Chair (Graduate Studies)**

[Supported / Not Supported]

**Assistant Chair (Graduate Studies): Dr Chen Songlin**

**Email Approval Date:**

**Part 3: Associate Chair (Academic)**

[Approved / Not Approved]

**Associate Chair (Academic): Assoc Prof Seah Leong Keey**

**Email Approval Date:**