

**SCHOOL OF SOCIAL SCIENCES, ECONOMICS**  
**HE4099 GRADUATION PROJECT (GP) GUIDELINES**

**1. Timeline of Events**

<b>Events</b>	<b>Timeline</b> <i>(Timeline given is subjected to change without prior notice)</i>
Open Application	Week 11
Close Application	Result release week
Confirm Application	2 weeks before the new semester
Submission Deadline for Final Report	Week 10
E-Copy Submission Deadline to NTU Library	Week 14

**2. Eligibility to Register for Graduation Project**

Graduation project (GP) is a group work project worth 8 Academic Units (AUs). GP is compulsory for students with cGPA of 3.90 and above to be eligible for **Honours (Distinction) and Honours (Highest Distinction)**. Students who do not wish to do GP are to fill an opt-out form and read an additional two 4000- level courses to fulfill the 8 AUs requirement.

Students are to read GP over 2 consecutive semesters. Successfully registered students for HE4099 are therefore not allowed to apply for semester leave or go on exchange programme while they are registered for HE4099.

Generally GP commence from year 4 semester 1 until year 4 semester 2. Students who satisfy GP requirements early may seek permission to do an early registration. Permission would be granted to those who satisfy the prerequisites and who have made satisfactory arrangements in forming a project group and seeking appropriate supervision.

An early registration applies to students who at the time of application are typically in Year 3 Semester 1. Their GP will commence from Year 3 Semester 2 until Year 4 Semester 1.

Students with cGPA within the holding band of 3.75 to 3.89 will be allowed to opt-in to do GP at the Programme's discretion. Students are to seek conditional approval from the Programme by writing in a request <[UG-Economics@ntu.edu.sg](mailto:UG-Economics@ntu.edu.sg)> to do GP before submitting the application form.

Criteria	Economics Major	Double Major	MAEC Major
1	Completed sufficient AUs to be classified as a Year 4 student (i.e. <b>91</b> AUs by the end of applying semester; assuming that you pass all the current courses)	Completed sufficient AUs to be classified as a Year 4 student (i.e. <b>91</b> AUs by the end of applying semester; assuming that you pass all the current courses)	Completed <b>5 Economics Core</b> Courses in Year 1 & 2 - HE1001, HE1002, HE2001, HE2002 & HE2005.
2	Completed <b>all year 1 &amp; 2 Core Courses</b> (exclude HE4010) & <b>at least 8 Economics Major Prescribed Electives</b> (assuming you have passed the applying semester's courses).	Completed <b>all year 1 &amp; 2 Core Courses</b> and <b>at least Five (5) Economics prescribed electives</b> (assuming you have passed the applying semester's courses)	Completed <b>at least 2</b> Economic Electives.
3	Student's CGPA must be <b>3.9 and above</b> .	Student's CGPA must be <b>3.9 and above</b> .	Student's cGPA must be <b>3.9 and above</b> .

### 3. Preparations for Registration of GP

Prior to registration, students must undertake the following: (1) forming a group; (2) seeking a supervisor (3) identifying a topic.

#### 3.1 Forming Groups

Students should form groups of **three** only.

#### 3.2 Selection of Supervisor

Students are encouraged to do a background check of faculty's research interests. Students are only to approach full-time academic staff from Economics Programme to supervise their GP. Students are also expected to do preliminary reading before consulting faculty members to act as their GP supervisor.

#### 3.3 Approved projects

The aim of GP is to train students to carry out independent research in economics. The project can be theoretical or empirical in nature. Students will select a topic, and with the guidance of a supervisor, develop a proposal.

The project proposal will serve as a blueprint for the group and helps to ensure that the proposed research topic is adequately defined and feasible. The proposal is a one-page write-up, including the following contents:

(1) Title of the project,

- (2) Main objective of the study or research,
- (3) Methodology,
- (4) Planned schedule for project completion.

Note: The supervisor must approve the proposal.

#### **4. Procedure and deadlines for Registration**

**Pre-registration of GP:** Prior to official registration, students will pre-register themselves by submitting the following to the Economics Division:

- Names of group members
- Name of supervisor
- Topic

Groups who are unable to find supervisors will have one assigned to them upon showing proof that they have exhausted all options.

**Approval of GP group:** Students will receive confirmation of acceptance of their GP group before the end of the add-drop period.

**Official registration of GP:** Economics Undergraduate Office will register approved GP groups after the add-drop period.

#### **5. Change of Group Membership and/or Supervisor**

Changes to GP group membership and/or supervisor, except those changes as instructed by the Division, must have the consent from all group members and the supervisor(s).

All requests to change group membership and/or supervisor must be submitted to the Economics Undergraduate Office for GP coordinator's approval. Upon approval, the students and supervisor involved will be notified via email.

## 6. GP Assessment Criteria

### **Research Question**

*Students should discuss the research question(s) in detail. The discussion should highlight the significance of the research and clearly set out the research question(s).*

*Good empirical research questions should be theoretically grounded. They should be built on previous research and have the potential to result in some further research. They should have some prospect in making an original contribution to knowledge.*

### **Literature Review**

*Students should provide a critical review of the existing literature. The review should not only survey the results and research issues of the existing literature, it should also identify gaps in the literature or unresolved issues in the area of research which this GP attempts to address.*

### **Methodology**

*A detail discussion of the research methodology. It is required that a rigorous methodology has been adopted that gives credibility to the results obtained.*

### **Results**

*Present results clearly and concisely. A detail discussion of the results highlighting the significance of the findings, such as their implications for policy, additional insights into a particular problem, etc. Wherever relevant, students should also discuss any qualification of the results arising from, for example, unobserved data, confounding factors, possible alternative explanations of observed relationships, etc.*