Notes to Student:
- Please read carefully the attached “Guidelines on University Research Opportunities Programme”.
- Please submit the completed Application Form to the Academic Affairs Office.
- Deadline for submission of the Application Form:
  - Semester 1 – Friday, 15 August 2014
  - Semester 2 – Friday, 16 January 2015
  (Semester 2 applicants are encouraged to decide early and to consult the supervisor before the December vacation; and if possible, to submit this Form by the end of December 2014.)

A. TO BE COMPLETED BY STUDENT

Name: ________________________________  Student Card No.: __________________

Contact No.: ___________________  Email: ________________________________

Programme: (*Single Degree Prog / LLM-MPA or MPP Double Degree Prog)
- ☐ Graduate Diploma in Maritime Law & Arbitration  ☐ LLM without a specialisation
- ☐ LLM (Asian Legal Studies)  ☐ LLM (Corporate & Financial Services Law)
- ☐ LLM (Intellectual Property & Technology Law)  ☐ LLM (International & Comparative Law)
- ☐ LLM (Maritime Law)
* Please delete as appropriate.

Proposed Topic & Abstract (Please attach separate sheet for Abstract)

________________________________________________________________________
________________________________________________________________________

Proposed Supervisor(s)

Name of Supervisor: _________________________________________________________

Name of Co-Supervisor, if any: ________________________________________________

Proposed number of weekly contact hours with supervisor(s): ______________________

Period during which research will be done: ___________________ to ________________

DECLARATION BY STUDENT

1. I hereby declare that I have not previously done a dissertation in this area, whether as a substantial dissertation in Directed Research/UROP, or in partial fulfilment of a course requirement, or otherwise.

2. I confirm that I have read and understood the Rules on UROP and the Plagiarism Notice (Attachment 1).

_________________________ ____________________
Signature of Student  Date
B. TO BE COMPLETED BY SUPERVISOR(S) AND CO-EXAMINER

I / We agree to supervise the student in the University Research Opportunities Programme.

Expected number of weekly contact hours with student: ____________________________

This dissertation will be submitted by:

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<th>Semester 1</th>
<th>Semester 2</th>
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<tr>
<td>CD + Ring-bound copy</td>
<td>Friday, 7 November 2014</td>
<td>Friday, 10 April 2015</td>
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<td>Book-bound copy</td>
<td>Friday, 14 November 2014</td>
<td>Friday, 17 April 2015</td>
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Proposed LLM Specialisation: ☐ ALS ☐ CFS ☐ IPT ☐ ICL ☐ ML ☐ No specialisation

Nomination of Co-examiner: ______________________________________________________

____________________________________  ___________________________  _____________
Name of Supervisor                     Signature of Supervisor                  Date

____________________________________  ___________________________  _____________
Name of Co-Supervisor, if any          Signature of Co-Supervisor, if any     Date

I agree to grade the Directed Research submitted for the University Research Opportunities Programme.

____________________________________  ___________________________  _____________
Name of Co-Examiner                     Signature of Co-Examiner                Date

C. TO BE COMPLETED BY VICE-DEAN, ACADEMIC AFFAIRS

Application for UROP: ☐ Approved ☐ Not Approved

LLM Specialisation: ☐ ALS ☐ CFS ☐ IPT ☐ ICL ☐ ML ☐ No specialisation

________________________________________
Vice-Dean, Academic Affairs

D. FOR OFFICIAL USE

Module Code: ☐ LL5396 / LLD5396
☐ LL5397 / LLD5397
☐ LL5398
☐ LL5399
1. **General**
   
   (a) Graduate students may undertake to write a directed research paper as a 4-credit subject.
   
   (b) No student without the permission from the Dean’s office shall undertake more than one Directed Research paper in each programme.
   
   (c) Students will not be allowed to do Directed Research in a subject where they have already done a substantial dissertation at NUS or in another tertiary institution, whether as Directed Research or in partial fulfilment of another subject, whether or not they have passed that dissertation or subject. No student will be permitted to do Directed Research in a subject which he/she has read, whether he has passed or failed the subject, unless the topic in the Directed Research has not been substantially covered in the subject. In case of doubt, students should consult the Vice-Dean, Academic Affairs.
   
   (d) Directed Research can only be undertaken with the approval of the supervisor(s).

2. **Supervisors**
   
   (a) All students wishing to undertake such Directed Research must be supervised by a staff member.
   
   (b) For information on research interests of each academic staff member, please refer to the Faculty of Law’s website at: [http://law.nus.edu.sg](http://law.nus.edu.sg)
   
   (c) Students must first discuss their proposed topic and the time frame within which the Directed Research is to be carried out with their supervisor and obtain the supervisor’s approval.
   
   (d) If the proposed topic is not directly within any listed area of research, or if students are unsure, they should first consult the Vice-Dean, Academic Affairs before approaching the supervisor.
   
   (e) Students must complete the UROP Application Form, have it approved and signed by the supervisor and return it to the Academic Affairs Office by the deadline.
   
   (f) If a student wishes to change the topic after it has been approved, a new approval is required from their supervisor. A new form will also have to be signed by their supervisor and submitted to the Academic Affairs Office.

3. **Word Limit**
   
   The word limit shall not exceed 8,000 words (excluding footnotes, appendices, bibliography, maps, charts, statistical tables, graphs and illustrations).

4. **Contact Hours with Supervisor(s)**
   
   Once the supervisor(s) has formally approved the topic for the Directed Research proposed by the student, the student should see the supervisor to arrange for weekly meetings.

5. **Period of Directed Research & Deadline for Submission of Dissertation**
   
   (a) Directed Research will normally coincide with the semester which the student is registered. The dissertation is due on the [last business day of Week 12](#).
   
   (b) In case of late submission, the supervisor shall have the discretion to reject the dissertation, or impose any other penalty, with the consent of the Vice-Dean, Academic Affairs, unless in the opinion of the supervisor, there are extenuating circumstances to account for the delay.
6. Format of Directed Research
(a) Each student is to hand in an electronic copy and 2 hardcopies (1 hard book-bound copy for the library and 1 ring-bound copy for grading) of the dissertation to the Academic Affairs Office.

(b) The book cover of the hard-bound copy shall contain the following information:
   - Title of Dissertation
   - Name of Student
   - The words “Faculty of Law, National University of Singapore”

(c) The cover page of both hard-bound copy and ring-bound copy should duplicate the above information and additionally include the following:
   “University Research Opportunities Programme Directed Research Dissertation in part fulfilment of the requirements for the [Name of Graduate Programme Enrolled In]”

(d) Dissertations should be double-spaced with font sizes between 11-12 points (serifed fonts) for main body text and 9-10 points for footnotes. Footnotes should appear at the end of each page and not as endnotes.

(e) In addition to the text, the Dissertation should contain the following:
   - Table of Contents
   - Appendices
   - Bibliography

(f) In addition to the printed copies, the student should also submit an electronic copy on a CD-ROM, preferably in a PC compatible format, in one of the more popular word processing formats like MS Word. The label on the CD-ROM cover should contain the following information:
   - Faculty of Law, NUS
   - UROP DR [Year]
   - Name of Student
   - Name of Graduate Programme Enrolled In
   - Title of Dissertation
   - Filename (filename of dissertation on CD-ROM)
   - Format (MS Word etc)

(g) Please note that graded copies of dissertations will not be returned to students.

7. Marking/Grading Criteria
While supervisors may have specific criteria, the following factors will generally be taken into account in the assessment:

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<td>(a)</td>
<td>Quantity of Research</td>
<td>Quality (Depth and Breadth) of Research</td>
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| (b) | Writing and Communication | Grammar                |
|     |                            | Sentence Structure      |
|     |                            | Sequence of Thought     |
|     |                            | Logic                   |
|     |                            | Organisation            |
|     |                            | Style                   |

| (c) | Thesis and Argument       | Definition              |
|     |                            | Development             |
|     |                            | Coherence               |
|     |                            | Conclusion              |
|     |                            | Independent Thinking, Originality and Creativity |

8. Plagiarism
(a) Students are given notice to read and understand the Plagiarism Notice at Attachment 1 and at the following link: [http://law.nus.edu.sg/student_matters/lib_prog/plagiarism_notice.html](http://law.nus.edu.sg/student_matters/lib_prog/plagiarism_notice.html).

(b) The University takes a very serious view of students who have been found to have committed plagiarism. Where plagiarism is established, the student will face disciplinary consequences and the Directed Research may be given a “FAIL” grade.

- END -
Attachment 1: Plagiarism Notice

1. Over the course of your candidature at the Faculty of Law, you will be called upon to present work for assessment. This may take the form of written papers (including theses, thesis proposals, directed research papers and assignments), tests and examinations. For some of you, this will be an activity with which you might be familiar. For others, this may be quite new.

2. This notice serves as a reminder that above all, intellectual and academic integrity must be preserved. The Faculty of Law and the National University of Singapore view instances of plagiarism very seriously.

Plagiarism may be defined as:
“The wrongful appropriation and publication of the ideas, or the expression of the ideas (literary, artistic, musical, mechanical, etc.) of another, as one’s own”
(Modified from the Oxford English Dictionary, 2nd Ed)

3. Please note that should you be found engaging in plagiarism, this may result in your expulsion from your course of study at the National University of Singapore.

4. Having said this, we acknowledge that it is sometimes not clear what constitutes plagiarism in a given context. The rule of thumb is:
You have the obligation to make clear to the assessor which is your own work, and which is the work of others. Otherwise, your assessor is entitled to assume that everything being presented for assessment is being presented as entirely your own work.

5. This is a minimum standard. In addition, we hope that the following guidelines will provide you with some assistance.

Guideline 1: When using the ideas of others in work presented for assessment, such ideas should be appropriately credited and acknowledged (for instance, in the footnotes), so that it is clear that the idea being presented is that of another person and not the candidate’s own.

Guideline 2: When using phrases or paragraphs from the published works of others in work presented for assessment, care should be taken to ensure that such phrases or paragraphs should be sufficiently delineated (for example, by being marked out within quotation marks), so that it is clear that such phrases or paragraphs are not the candidate’s own work. Otherwise, it shall be assumed that the candidate intended to pass off another person’s work as his or her own work.

Guideline 3: The amount of detail required when referencing and acknowledging a source will vary according to the type of paper one is doing.
• Exams will require less detail in referencing and acknowledgement. The name of the author and if possible, the name of the work, should be sufficient.
• Papers written other than under exam conditions will require a full citation of the source. While a particular style of citation is not prescribed, the citation should provide enough information for the reader to locate the source.

Guideline 4: Research materials obtained from the internet or other electronic resources should be treated in the same way as research materials obtained from traditional sources.

6. Please read these guidelines carefully and we trust they will be of some use. Please note that the guidelines are not exhaustive and you will be called upon to exercise your discretion on a case-by-case basis.

7. If you have any doubts about whether something constitutes plagiarism, you should consult with your module convenors, research supervisors or the Vice-Dean, Academic Affairs.

- END -