OFFICE OF ACADEMIC AFFAIRS
UNIVERSITY RESEARCH OPPORTUNITIES PROGRAMME (UROP)
Application Form for AY2017/2018

Notes to Student:
• Please read carefully the attached “Guidelines on University Research Opportunities Programme”.
• Please submit the completed Application Form to the Student Counter.
• Deadline for submission of the Application Form:
  Semester 1 – Friday, 18 August 2017
  Semester 2 – Friday, 19 January 2018
• If you have any queries, please email to lawundergrad@nus.edu.sg (UG) or lawgrad@nus.edu.sg (GD).

A. TO BE COMPLETED BY STUDENT

Name: ___________________________  Student ID: ___________________________

Contact No.: _____________________  Email: ______________________________

Programme (please ✓ below):
☐ LAW3  ☐ LAW4
☐ GLB3  ☐ Exchange Student
☐ LLM without a specialisation  ☐ LLM (Asian Legal Studies)
☐ LLM (Corporate & Financial Services Law)  ☐ LLM (Intellectual Property & Technology Law)
☐ LLM (International & Comparative Law)  ☐ LLM (International Business Law)
☐ LLM (Maritime Law)  ☐ Graduate Diploma in Maritime Law & Arbitration

Please list the elective modules read to date
(If you have done another Directed Research (DR) previously, please provide the topic)

________________________________________________________

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): __________________________

DECLARATION BY STUDENT

1. I hereby declare that I have not previously written a DR paper in this area, whether as a substantial DR in UROP, or in partial fulfilment of a module requirement, or otherwise.
2. I confirm that I have read and understood the Guidelines on UROP and the Ethical Conduct Guidelines.
3. I will not attempt to communicate with the independent examiner on matters relating to the DR.

__________________________  ______________________
Signature of Student  Date
B. TO BE COMPLETED BY SUPERVISOR(S)

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

Expected number of weekly contact hours with student: _______________________

This DR will be submitted by:

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<th>Semester 1</th>
<th>Semester 2</th>
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<tbody>
<tr>
<td>IVLE + 2 Ring-bound copies</td>
<td>Friday, 10 November 2017</td>
<td>Friday, 13 April 2018</td>
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<tr>
<td>Book-bound copy</td>
<td>Friday, 17 November 2017</td>
<td>Friday, 20 April 2018</td>
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Proposed LLM Specialisation*:  □ ALS  □ CFS  □ IPT  □ ICL  □ ML  □ No specialisation

Nomination of Independent Examiner: __________________________________________

__________________________________________  __________________________________________  __________
Name of Supervisor                    Signature of Supervisor             Date

__________________________________________  __________________________________________  __________
Name of Co-Supervisor, if any         Signature of Co-Supervisor, if any    Date

C. TO BE COMPLETED BY INDEPENDENT EXAMINER

I agree to the nomination as Independent Examiner, and will grade the DR submitted.

__________________________________________  __________________________________________  __________
Name of Independent Examiner           Signature of Independent Examiner       Date

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

Application for UROP:  □ Approved  □ Not Approved

LLM Specialisation*:  □ ALS  □ CFS  □ IPT  □ ICL  □ IBL  □ ML  □ No specialisation

__________________________________________
Vice-Dean, Academic Affairs              Date

D. FOR OFFICIAL USE

Module Code:  □ LL4396/LL5396/LLD5396
              □ LL4397/LL5397/LLD5397

Checklist:  The approved form has been sent to
            □ Student
            □ Supervisor(s)
            □ Independent Examiner

*Applicable to LLM Programmes only.
1. **General**
   (a) Students may undertake to write a Directed Research (DR) paper in the 4-credit UROP module.
   (b) No student without the permission from the Vice-Dean, Academic Affairs shall undertake more than one DR in each programme.
   (c) Students will not be allowed to do a DR in an area which they have already written a DR paper at NUS or another tertiary institution, whether
   - as DR or in partial fulfilment of a module requirement; or
   - they have obtained a pass or fail grade in that DR/module.
   (d) Students will be not be allowed to do a DR in an area which they have read as a module at NUS or another tertiary institution, whether they have obtained a pass or fail grade in the module.
   (e) In case of doubt, students should consult the Vice-Dean, Academic Affairs at lawundergrad@nus.edu.sg (UG) or lawgrad@nus.edu.sg (GD).

2. **Supervisors**
   (a) All students wishing to undertake such DR must obtain the approval of a supervisor(s).
   (b) Supervisors should not be adjunct/visiting faculty unless approved by Vice-Dean, Academic Affairs.
   (c) For information on research interests of each academic staff member, please refer to the Faculty of Law’s website at: [https://law.nus.edu.sg/about_us/faculty/staff/staffdiv.asp](https://law.nus.edu.sg/about_us/faculty/staff/staffdiv.asp)
   (d) Students must first discuss their proposed topic and the time frame within which the DR is to be carried out with their supervisor and obtain the supervisor’s approval.
   (e) 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.
   (f) Students must complete the UROP Application Form, have it approved and signed by the supervisor and return it to the Office of Academic Affairs by the application deadline.
   (g) 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 Office of Academic Affairs.

3. **Independent Examiner**
   Students are not permitted to communicate with the Independent Examiner on matters relating to the DR.

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

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

6. **Period of DR & Deadline for Submission of DR**
   (a) DR will normally coincide with the semester which the student is registered. The DR is due on the Friday of Week 12.
   (b) In case of late submission, the supervisor(s) and independent examiner shall have the discretion to impose a reasonable 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. All requests for extensions must have the written approval of Vice Dean, Academic Affairs.
7. Format of Directed Research
   (a) Each student is to hand in **an electronic copy and 3 hardcopies** (1 hard book-bound copy for the library and 2 ring-bound copies for grading) of the DR to the Office of Academic Affairs.

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

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

   (d) DRs 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 DR should contain the following:
       - Table of Contents
       - Appendices
       - Bibliography

   (f) In addition to the printed copies, the student should also submit an electronic copy (MS Word) via IVLE folder, UROP-DR Electronic Copy (MS Word), in the following format - `<ModuleCode>_UROP_<MatriculationNo>_FINAL`.

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

8. 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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<tr>
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<th>Research</th>
<th>Writing and Communication</th>
<th>Thesis and Argument</th>
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<tbody>
<tr>
<td>(a)</td>
<td>Quantity of Research</td>
<td>Grammar</td>
<td>Definition</td>
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<td>Quality (Depth and Breadth) of Research</td>
<td>Sentence Structure</td>
<td>Development</td>
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<td>(b)</td>
<td>Sequence of Thought</td>
<td>Logic</td>
<td>Coherence</td>
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<td>Organisation</td>
<td>Style</td>
<td>Conclusion</td>
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<td>(c)</td>
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<td>Independent Thinking, Originality and Creativity</td>
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9. Plagiarism
   (a) Students have been given notice to read and understand the **Ethical Conduct Guidelines** ([http://law.nus.edu.sg/student_matters/ethical_conduct.html](http://law.nus.edu.sg/student_matters/ethical_conduct.html)) and to sign a declaration.

   (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 DR may be given a “FAIL” grade.

- END -