



# How to do Course Mapping for my semester away?

[a practical SEP guide for NUS Law Students]

## Before you begin:



**Find out** the **total credits** you need to read at the PU to transfer 20 NUS units per semester (or 40 NUS unit for full year). Overloading or underloading are both not allowed during your semester away. Download the correct credit requirements file [here](#).



**Locate** the course descriptions for courses available at the PU allocated to you. This may be on the PU website or sent to you through email.

## 1 Plan



**LLB students may read:**

- 1) Law courses
- 2) Civil Law course
- 3) Non-Law course



**3 Yr JD students may read:**

Law courses only.



**IMPORTANT!** Students should **not** be reading courses that are similar to what they have read or are planning to read at NUS Law.

## 2 Submit Plan for Course Mapping Approval on EduRec



**Read** the [Submit Course Mappings for External Study Program](#) document on myPortal@NUS for a walkthrough on course mapping process on EduRec.



**Use these dummy codes** to map your courses:

### LAW

#### LE405x series (for LLB)

Codes run from LE4051, LE4052... up to LE4058, students should use the lower numbers first.

#### LE505x series (for JD)

Codes are LE5051, LE5052, LE5053, LE5054, students should use the lower numbers first.

### NON-LAW

#### LE104x series (for level 1000 courses)

Codes are LE1040, LE1041, LE1042, LE1043.

#### LE404x series (for level 2000 and above)

Codes are LE4040, LE4041, LE4042, LE4043.

Each code will map 1 PU course back to a 5-units course. LLB students **may map up to 2 non-law courses per semester away**. Students should use the lower numbers first.

### CIVIL LAW

#### LE4044

For LLB students only.

Civil Law course requirement may be satisfied by a course on exchange that sufficiently covers tort, contract and/or property law from a civil law perspective. This mapping is subject to approval.

# Here are some illustrations to show how codes works:

A is going for a **single semester** exchange at PU1 where he needs **exactly 4 courses** to fulfil his credit transfer requirement.

“One to one mapping” is used to map each course back to a dummy code.



PU1 Courses	PU Credit	NUS Law Mapping Code	NUS Units
L311 – Law A	2	LE4051	5
L411 – Law B	2	LE4052	5
L422 – Civil Law A	2	LE4044	5
C100 – Non-Law (Level 1000)	2	LE1040	5
<b>Total</b>			<b>20</b>

PU2 Courses	PU Credits	NUS Law Mapping Code	NUS Units
LAW301 – Law A	3	LE4051	5
LAW302 – Law B	3	LE4052	5
LAW322 – Civil Law A	3	LE4044	5
SC203 – Non-Law	2	LE4040	5
LAW303 – Law C	3	LE4000	0
LAW401 – Law D	3	LE4000A	0
<b>Total</b>			<b>20</b>



B on the other hand has a **single semester** exchange at PU2 where she needs **more than 4 courses** to fulfil her credit transfer requirement.

In her case, “zero-unit mapping codes” are required to complete her mapping.

Zero-unit mapping codes are used only when more than 4 courses needs to be mapped. They can only be used on Law courses. Civil Law and Non-Law courses do not have zero-unit mapping codes. Zero-unit codes are:

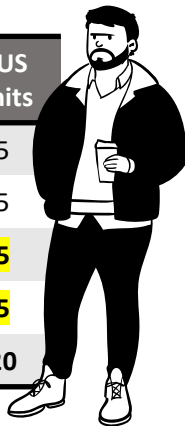
- LE4000, LE4000A, LE4000B, LE4000C, LE4000D (for LLB)
- LE5000, LE5000A, LE5000B, LE5000C (for JD)

C is on a **single semester** exchange at PU3 where he needs **less than 4 courses** to fulfil his credit transfer requirement.

In this case, he needs to do a “one to many mapping” procedure.

PU3 Courses	PU Credits	NUS Law Mapping Code	NUS Units
LW310a – Law A	10	LE4051	5
L422 – Civil Law A	10	LE4044	5
LW320a – Law B	10	LE4052	5
		LE4053	5
<b>Total</b>			<b>20</b>

Notice that LW320a is mapped to 2 different dummy codes.



PU4 Course	PU Credits	NUS Law Mapping Code	NUS Units
L311 – Law A	4	LE4051	5
L315 – Law B	3	LE4052	5
L318 – Civil Law A	4	LE4044	5
U313 – Non-Law	3	LE4040	5
<b>Total</b>			<b>20</b>

**Semester 1**

PU4 Course	PU Credits	NUS Law Mapping Code	NUS Units
L321 – Law C	3	LE4053	5
L325 – Law D	4	LE4054	5
L326 – Law E	4	LE4055	5
T324 – Non-Law	3	LE4041	5
<b>Total</b>			<b>20</b>

**Semester 2**

D is on a **Full-Year** exchange at PU4, hence she should read sufficient credits to transfer 40 NUS credits in total.

Notice that she uses **each NUS mapping code ONCE**, starting from the lowest number in the series.



If D reads any course that lasts 2 semester, the same PU code is mapped twice, once in each semester to a different mapping code. As the credits for such courses at the end of the AY, D must ensure the sum of all PU meets credit transfer requirements.

# Summary of Course Codes

- The following codes will **transfer 5 NUS units each**.
- You should use the lower numbers first.
- LLB students are allowed to do a maximum of 2 non-law courses per semester away. Onus is on students to ensure that they do not exceed the allowance for non-law/level 1000 courses.

<b>Law Codes (LLB)</b>	LE4051, LE4052, LE4053, LE4054, LE4055, LE4056, LE4057, LE4058
<b>Law Codes (JD)</b>	LE5051, LE5052, LE5053, LE5054
<b>Non-Law (LLB only)</b> Level 1000 courses	LE1040, LE1041, LE1042, LE1043
<b>Non-Law (LLB only)</b> Level 2/3/4000 courses	LE4040, LE4041, LE4042, LE4043
<b>Civil Law (LLB)</b>	LE4044

- The following codes **transfer zero units**. They are used if you need to read more than 4 courses at the PU to satisfy credit requirements.
- You should use the lower numbers first.

<b>Zero-unit Law Codes (LLB)</b>	LE4000, LE4000A, LE4000B, LE4000C, LE4000D
<b>Zero-unit Law Codes (JD)</b>	LE5000, LE5000A, LE5000B, LE5000C

## Frequently-Asked-Questions

### 1. Why can't I map course X to civil law? [Civil Law requirement]

Courses that do not **substantially covers tort, contract and/or property law** from a civil law perspective will not be approved.

### 2. What do I do if PU cancels the course that I've obtained approval. [Revision to study plans]

If you need to revise your exchange courses after approval has been given (e.g. due to changes in course offerings or add/drop process at PU), please submit the new exchange course for approval via EduRec and indicate 'REVISED' in the field 'Other Information' and reuse the dummy code accordingly. There is no need to delete the course that was previously approved (although you may not be taking the course).

For any other queries, please email [lawsep@nus.edu.sg](mailto:lawsep@nus.edu.sg).

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