

## Application for the Visiting Scholar and Visiting Researcher Programme

### Programme Application for (check only one) :

Visiting Scholar                       Visiting Researcher

### Instructions:

Please complete this 2-page form and return to NUS Law Faculty along with a copy of your **curriculum vitae**, a **one-page description of your intended research project**, a **letter of recommendation from an academic referee**, and **documentation of English-language proficiency**. All materials must be submitted in English. Please print all information.

### Duration of Visit

The proposed duration should be **no longer than 2 months**.

**Arrival:**        Day        \_\_\_\_\_ Month        \_\_\_\_\_ Year        \_\_\_\_\_

**Departure:**    Day        \_\_\_\_\_ Month        \_\_\_\_\_ Year        \_\_\_\_\_

### Academic Information:

Area(s) of Specialization: \_\_\_\_\_

Research Topic while at NUS: \_\_\_\_\_

Highest Academic Degree in original language: \_\_\_\_\_

NUS Law Faculty Sponsor (if unknown, please leave blank): \_\_\_\_\_

Have you previously been associated with NUS Law Faculty? Yes  No

If Yes, when? \_\_\_\_\_ In what capacity: \_\_\_\_\_

Please indicate level of English competency:

Excellent                       Very Good                       Good                       Fair                       Poor

### Financial Information

Once accepted into the program, the NUS Law Faculty may require Visiting Scholars and Researchers to provide documentation of their ability to support themselves financially while in Singapore.

Please list all funding sources \_\_\_\_\_

### Programme Fee

A nominal programme fee may be applicable for applicants from OECD member countries.

### Checklist

My application is submitted **6 months before** my arrival dates and I have submitted the following materials:

curriculum vitae     one-page list of publications     one-page description of research project

1 letter of recommendation     documentation of English language proficiency

**Please e-mail (preferred) or mail this 2-page form and the supporting documents to:**

Ms Kris Zhao  
National University of Singapore, Faculty of Law  
469G Bukit Timah Road, Eu Tong Sen Building  
Singapore 259776  
Phone: +65 6516 3600  
E-mail: [law.research@nus.edu.sg](mailto:law.research@nus.edu.sg)

### PERSONAL PARTICULARS FORM

<b>1. APPLICATION</b>				
Position applying for:		Department:		
<b>2. PERSONAL PARTICULARS</b>				
Full Name as in Passport/Identity Card ( <u>underline Family Name</u> ): Prof/Dr/Mr/Mrs/Ms*			Preferred Name:	
Home/Postal Address:		<input type="checkbox"/> Singapore Citizen	NRIC No.:	
		<input type="checkbox"/> Singapore Permanent Resident (SPR)	UIN No.:	
		<input type="checkbox"/> Non-Singapore Citizen and Non-SPR	Date SPR granted:	
Email:	Mobile No:	Passport No.:	Place of issue:	
Date of birth: DD MMM YYYY	Country of birth:	Date of issue:	Date of expiry:	
Gender: Male / Female*	Marital status:	Present gross annual salary (specify currency):		
Nationality:	Religion:	Ethnic group: Chinese / Malay / Indian / Eurasian / Caucasian / Others (please specify)		
<b>3. FAMILY PARTICULARS</b>				
	Full name	Date of birth	Nationality	Occupation
Father				
Mother				
Spouse				
Child(ren)				
<b>4. OTHER INFORMATION</b>				
1. Have you ever been convicted in a court of law in Singapore or in any other country (excluding parking offences)?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2. Have you been charged with any offence in a court of law in Singapore or in any other country for which the outcome is pending (excluding parking offences)?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3. Are you aware of being under any current police investigations in Singapore or in any other country?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
4. Have you ever been dismissed, discharged, terminated or suspended from employment?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
5. Are you an undischarged/discharged bankrupt or have any bankruptcy proceedings started on you?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
6. Is your immediate family member (including spouse, child, parent, sibling, parent-in-law or domestic partner) presently working in the University? If yes, please state post and department.		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
7. Are you currently applying for or holding a position in another department in NUS? If yes, specify department and/or staff number.		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
8. Do you have a previous or current service obligation to any organization in Singapore? If yes, please specify organization and details.		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If your answer is "Yes" to any of the questions above, please state details below (use separate sheet if necessary)				
<b>5. DECLARATION</b>				
<b>I declare that the particulars in this application are true, accurate and complete to the best of my knowledge and belief, and I have not willfully suppressed any material fact. Any misrepresentation or omission of information will be grounds for withdrawal of an employment offer or for dismissal.</b>				
Signature of applicant:			Date:	

## **PERSONAL DATA PROTECTION ACT**

### **NUS Personal Data Consent for Academic Visitors / Visiting Scholars**

The information you provide in your curriculum vitae and/or Personal Particulars Form will be used and processed by or on behalf of NUS for purposes related to your registration of interest in current or future visits / attachments at NUS and for the processing of your application for visit / attachment.

We will collect and use the personal data that you have supplied to facilitate the processing of your application for your visit / attachment. We will use personal information such as telephone number and or email address to contact you on visiting / attachment opportunities. Please note that the information you provide may be used by a third party to enable us to process your application. These third parties may be located outside of Singapore to carry out some of the processing and administrative functions for NUS and would be under duty of care to maintain the appropriate levels of security and confidentiality and only use the information as instructed by NUS.

The personal data held by NUS relating to the applicants will be kept strictly confidential. NUS may collect information through other sources for processing and evaluating your application for your visit / attachment. If your application is successful, the information will be used in the administration of your visit / attachment. NUS may provide and/or transfer such data, whether in Singapore or outside of Singapore, to (i) any other departments within NUS or if necessary, with Government agencies; (ii) any third party service provider who provides administrative, data processing, computer or other services to NUS.

As part of assessing your suitability to visit / be attached to NUS, we may use your information to conduct reference checks in accordance with NUS HR Policy. If necessary, NUS may provide your personal data to Ministries, public agencies, statutory boards or other similar organisations for evaluating your application.

If your application is unsuccessful, NUS may retain and use the information which you provided for 2 years from the receipt of your curriculum vitae and/or personal particulars to deal with any matter which may arise in connection with your application, for purposes of contacting you in connection with ongoing visiting / attachment opportunities, as well as for data analysis and business purposes.

By giving your consent, you agree to your data being used in conjunction with the visit / attachment. In order to maximize your opportunities to visit / attachment with NUS, you are encouraged to keep the information provided to us up to date at all times. You are responsible for ensuring that the personal data is correct and true. You also have the option to withdraw your consent anytime. If you wish to amend your personal data kept by NUS or withdraw your consent, please visit NUS Personal Data Service Request System at <https://myaces.nus.edu.sg/PSR>

If you have any queries, please email to: [NUSRecruit@nus.edu.sg](mailto:NUSRecruit@nus.edu.sg).

I have read and consent to the above.

\_\_\_\_\_ (signature)

Name :

Date :