

# APPLICATION PROCESS FOR MASTER PROGRAMMES

Admissions open from 1 October every year

TUM Asia accepts only a single intake for our MSc programmes each year, with the course commencing usually in August.

Before you apply, please ensure that you meet the minimum admission requirements for the programme that you are applying for.

#### 1. Submit Online Application

- Submit your online application (with softcopy application documents) through our Online Application Portal.
- Make the payment of the processing fee (SGD 109, inclusive of GST\*).

\*All fees quoted are in Singapore dollars and are subject to the prevailing Goods and Services Tax (GST) rate imposed under the Singapore GST Act.

#### 2. Assessment and Application Results (minimum 4 to 8 weeks)

- We will check through your application and the uploaded softcopy documents.
- The result of your application will typically be communicated to you via email between 4 8 weeks after the screening process is completed.
- In some instances, the process may take longer than 8 weeks, but rest assured that we will notify you on the outcome of your application.
- We can only consider your application if you upload all required documents and submit the complete application within the application period.
- Please upload all required softcopy documents to into the <u>Online Application Portal</u> before the end of the application deadline. Documents submitted via email cannot be processed.
- Please refrain from asking about the status of your application before 8 weeks are up. Different applications
  may take different amounts of time for screening, so please do not compare your application status with that
  of another applicant.

### 3. Submit Notarised Hardcopy Documents

- If you have received an offer of admission, you are required to submit to TUM Asia the following:
  - A signed printout of the Offer of Admission (Official and Student copy) and Student Agreement Form (to be uploaded into Admission portal)
  - All required notarised soft copy documents, including all mandatory documents and notarised academic documents submitted through the Online Application Portal
  - Signed application form
- **Do not mail any documents to us if we have not told you to**. We do not return any documents submitted to us under any circumstances.

## 4. Scholarship Results

- Applicants will apply for scholarships when they submit their programme applications. The scholarship application, including the required essay, must be submitted together with the programme application by the respective programme application deadline.
- For more information on the scholarships available, please refer to https://tum-asia.edu.sg/admissions/graduate/scholarships/

For any further admission enquiries, please write in to <a href="mailto:admission@tum-asia.edu.sg">admission@tum-asia.edu.sg</a>. Please quote your full name and application number (starting with APPA) and full name in your e-mail. You may also visit our <a href="mailto:Frequently Asked Questions">Frequently Asked Questions</a> page for a quicker reply to your questions.

