

**Terms and Conditions for Research Scholarship (MPhil)
Singapore Citizen / Singapore Permanent Resident Students**

1. The Scholarship is tenable only at Singapore Management University, hereinafter called the ‘University’ or “SMU”.
2. The Scholar must reside in Singapore for the duration of the Master of Philosophy (MPhil) programme candidature. As full-time MPhil students, Scholars are expected to report to their School and/or supervisor at the University during the candidature, unless they are granted leave by the University.
3. The Scholarship will provide the Scholar full, non-subsidised tuition fee support and a monthly living stipend. The stipend rate is stated in the offer letter. The Scholarship is tenable for a maximum of two (2) years of the MPhil candidature, subject to the Scholar’s satisfactory academic performance that will be assessed annually.
4. The Scholar is expected to complete the MPhil candidature within three (3) years from the admission date of the programme. Scholars who are unable to graduate within this duration may apply for a candidature extension at least three (3) months before the expiry of their candidature. The candidature extension will be subject to approval of the College of Graduate Research Studies. A tuition fee that is equivalent to the duration of candidature extension will be imposed on the Scholar. The fee will follow the tuition rate that is based on the Scholar’s admission cohort and may be subject to the prevailing Good and Services Taxes, where applicable.
5. As part of their development, MPhil Scholars may be required to perform graduate assistantship work without additional remuneration over the course of their MPhil candidature. The graduate assistantship could include teaching and research duties, as well as other responsibilities assigned by the University.
6. Beyond any required graduate assistantship work, MPhil Scholars may apply to work as paid part-time Research Assistants or Teaching Assistants at the University. The rate of payment and the procedures for hiring as well as payment for these responsibilities will be in accordance with the University’s prevailing guidelines.
7. Except for points 5 and 6 above, during the candidature the MPhil Scholar must not hold any employment, whether or not he/she is remunerated, or receive any other external scholarship, company sponsorship, allowance or financial assistance without prior written approval from the University,
8. The Scholar is eligible for paid holiday leave of twenty-one (21) working days per calendar year, excluding Saturday, Sunday, and any Public Holiday in Singapore, for the duration of the candidature. He/she is not allowed to take any leave during periods when there are classes and/or he/she has been allocated teaching responsibilities unless special approval is granted by the University. If the Scholar has to take leave beyond the eligible paid holiday leave of 21 working days, his/her stipends may be pro-rated or suspended.
9. The Scholar cannot change his/her programme or mode of study from that stated in his/her admission offer letter or take additional courses during the tenure of the Scholarship, without prior written approval from the University.

10. The Scholar is expected to maintain good student conduct throughout the course of candidature and be a role model for other MPhil students, serving as an ambassador for SMU MPhil Research Scholarship.
11. The Scholar will cease to receive the Scholarship:
 - (a) upon the date of expiry of the tenure of Scholarship as described in point 3 above; or
 - (b) upon successful completion of all requirements leading to the MPhil degree; whichever is earlier.
12. The University reserves the right to terminate the Scholarship at any point in time if:
 - (a) the Scholar fails to meet the requirements of the MPhil programme; including a Cumulative Grade Point Average of at least 3.0;
 - (b) the Scholar fails to abide by the terms and conditions set out herein and/or any other terms and conditions as may be advised by the University from time to time;
 - (c) the Scholar withdraws prematurely from his/her MPhil programme for whatever reason; or
 - (d) the MPhil candidature of the Scholar is terminated for whatever reason.
13. Unless otherwise stated in the admission offer letter or communicated to the Scholar, there is no bond attached to the Scholarship.
14. The University does not provide additional financial assistance towards travel or living expenses nor guarantee employment to the Scholar upon successful completion of his/her MPhil degree.
15. The University may, at its discretion, review and amend the terms and conditions herein from time to time.

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