

GENERAL INFORMATION

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REFERENCE



ANYANG TECHNOLOGICAL UNIVERSITY
NATIONAL INSTITUTE OF EDUCATION



ENQUIRIES

All enquiries on admission to courses/programmes offered by NIE are to be directed to:

Manager
Student Affairs Division
Nanyang Technological University
National Institute of Education
469, Bukit Timah Road
Singapore 259756

or visit the NIE homepage at:

<http://www.nie.ac.sg:8000>

Because of the large number of candidates seeking admission, it is regretted that no telephone or personal enquiries will be entertained.

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The information in this handbook is based on information available at the time of publication. The Institute reserves the right to make alterations without notice.

National Institute of Education

Establishment

The National Institute of Education (NIE) was established on 1 July 1991 as an institute of the Nanyang Technological University (NTU).

NIE's Mission

To be a world-class university institute, renowned for its excellence in teacher education and research in Education, Physical Education, the Arts and Sciences.

Objectives

- to equip teachers and school leaders with the knowledge and professional expertise necessary to teach and manage educational programmes in challenging school environments
- to provide academic programmes at all levels in Education, Physical Education, the Arts and Sciences
- to undertake and promote research in Education, Physical Education, the Arts and Sciences, and other disciplines relevant to teacher training
- to offer continuing education and professional development programmes to meet the needs of other government bodies and the general public.

Courses/Programmes

The Institute offers a variety of courses/programmes leading to a range of qualifications from diplomas to bachelor degrees to postgraduate degrees.

The four-year bachelor degree courses aim to provide rigorous University education and to produce graduates with the skills to teach in schools. The courses lead to the award of the following degrees:

- Bachelor of Arts with Diploma in Education [BA with Dip Ed]
- Bachelor of Science with Diploma in Education [BSc with Dip Ed]

Candidates may be selected for admission to an Honours course.

Other programmes of initial teacher-training lead to the award of the following qualifications:

- Postgraduate Diploma in Education [PGDE]
(which qualifies a university degree holder to join the teaching profession and which has several specialisations, namely, secondary school teaching, primary school teaching and teaching of Physical Education)
- Diploma in Education [Dip Ed]
(which qualifies GCE 'A' level holders and Polytechnic Diploma holders to teach in primary schools)
- Diploma in Physical Education [Dip PE]
(which qualifies GCE 'A' level holders to teach Physical Education in primary or secondary schools and Polytechnic Diploma holders to teach Physical Education in primary schools)
- Diploma in Art/Music/Home Economics Education [Dip Art/Mus/HE Ed]
(which qualifies holders of diplomas from the polytechnics, the Nanyang Academy of Fine Arts or the LaSalle-SIA College of the Arts to teach Art, Music or Home Economics in secondary schools)

The Institute also conducts formal professional programmes for practising teachers, and University and Polytechnic lecturers. These include the:

- Postgraduate Diploma of Teaching in Higher Education [PGDipTHE]
(designed for the teaching staff of polytechnics and universities)
- Diploma in Educational Administration [DEA]
(designed to prepare teachers to function as effective principals and vice-principals of schools)
- Diploma in Departmental Management [DDM]
(which provides training for teachers to function as effective Heads of Departments in their schools)

In line with the increasing emphasis on research in the Humanities, Sciences, Education and Physical Education, the Institute also offers higher degree studies by research leading to the degrees of:

- Master of Arts
- Master of Education (Mathematics Education)
- Master of Science
- Doctor of Philosophy

In addition to the above programmes, the Institute offers the following Master's programmes by coursework and dissertation:

- Master of Arts in Applied Linguistics

Designed to cater for a wide range of English language professionals who wish to upgrade their qualifications either for career development in schools or to qualify them to work in other educational institutions.

■ **Master of Arts (Applied Psychology)**

Designed to provide theoretical knowledge, research insights as well as practical skills to qualified teachers from schools and interested individuals who have the pre-requisite qualifications to train as specialists in the field of educational psychology or counselling psychology.

■ **Master of Arts (Educational Management)**

Designed to enhance the capability of school executives and managers of learning enterprises to add value to the continual development of human resources in their organisations.

■ **Master of Arts (Instructional Design & Technology)**

Designed for educational and training professionals working in schools, universities, polytechnics, businesses and industries who are concerned with the application, development and management of information technologies in the school environment and corporate learning environment.

■ **Master of Education**

Designed to provide practising teachers, principals and other education professionals with an opportunity to pursue professional development.

■ **Master of Education (Mathematics Education)**

Designed for teachers who are working as mathematics educators to obtain additional education and upgrade qualifications in their area of expertise and interest.

- Master of Science (Exercise & Sport Studies)

Designed for participants with an interest generally in the health and wellness industry and specifically for professionals with a background in physical education, sport and fitness.

NIE Council

The Institute's operations are overseen by a Council consisting of the following members:

Chairman

Mr Chiang Chie Foo
2nd Permanent Secretary
Ministry of Education

Members

Professor Leo Tan
Director
National Institute of Education

Prof Chen Charng Ning
Deputy President 1
Nanyang Technological University

Assoc Prof Ernest Chew Chin Tiong
Associate Professor, Department of History
Faculty of Arts & Social Sciences
National University of Singapore

Professor Chong Chi Tat
Deputy Vice-Chancellor
National University of Singapore

Mrs Rosa Daniel
Director, Personnel
Ministry of Education

Mr Noel Hon
Managing Director
NEC (Singapore)

Mr Khoo Chin Hean
Principal
Ngee Ann Polytechnic

Mrs Lim Soon Tze
Director of Schools
Ministry of Education

Mrs Tan Ching Yee
Deputy Secretary, Policy
Ministry of Education

Dr Teh Kong Chuan
Head, Sports Medicine & Fitness
Singapore Sports Council

BG Yam Ah Mee
Deputy Secretary (Development)
Public Service Division/
Dean
Civil Service College

Academic Calendar

Candidates who join the programmes/courses in July 1998 follow the Academic Calendar for Academic Year 1998-99. Candidates who join the programmes/courses in January 1999 will follow the Academic Calendar for Year Jan-Dec 1999.

Academic Year 1998-99

Programme/ Course	Semester	Dates of Semester/ Recess(R)/Vacation(V)	Dates of Revision/ Examination	Dates of Practicum
Dip Ed (Yr 1)	I	13 Jul 98-31 Oct 98 R: 06 Sep 98-13 Sep 98 V: 01 Nov 98-03 Jan 99	11 Oct 98-31 Oct 98	Nil
Dip PE (Yr 1)				
Dip HE Ed (Yr 1)	II	04 Jan 99-22 May 99 R: 28 Feb 99-07 Mar 99 V: 23 May 99-11 Jul 99	02 May 99-22 May 99	04 Jan 99-05 Feb 99
Dip Art Ed (Yr 1)				
Dip Ed (Yr 2)	I	13 Jul 98-07 Nov 98 R: 06 Sep 98-13 Sep 98 V: 08 Nov 98-03 Jan 99	18 Oct 98-07 Nov 98	24 Aug 98-16 Oct 98
Dip PE (Yr 2)				
Dip HE Ed (Yr 2)	II	04 Jan 99-01 May 99 R: 28 Feb 99-07 Mar 99 V: 02 May 99-11 Jul 99	11 Apr 99-01 May 99	Nil
Dip Art Ed (Yr 2)				
BA/BSc (Yr 1)	I	13 Jul 98-31 Oct 98 R: 06 Sep 98-13 Sep 98 V: 01 Nov 98-03 Jan 99	11 Oct 98-31 Oct 98	Nil
	II	04 Jan 99-01 May 99 R: 28 Feb 99-07 Mar 99 V: 02 May 99-11 Jul 99	11 Apr 99-01 May 99	Nil
BA/BSc (Yr 2)	I	13 Jul 98-14 Nov 98 R: 06 Sep 98-13 Sep 98 V: 15 Nov 98-03 Jan 99	25 Oct 98-14 Nov 98	Nil
BA/BSc (Yr 4)	II	04 Jan 99-15 May 99 V: 16 May 99-11 Jul 99	14 Mar 99-03 Apr 99	05 Apr 99-14 May 99

Programme/ Course	Semester	Dates of Semester/ Recess(R)/Vacation(V)	Dates of Revision/ Examination	Dates of Practicum
BA/BSc Honours Modules only	I	13 Jul 98-14 Nov 98 R: 06 Sep 98-13 Sep 98 V: 15 Nov 98-03 Jan 99	25 Oct 98-14 Nov 98	Nil
	II	04 Jan 99-01 May 99 R: 28 Feb 99-07 Mar 99 V: 02 May 99-11 Jul 99	11 Apr 99-01 May 99	Nil
BA/BSc (Yr 3)	I	13 Jul 98-14 Nov 98 R: 06 Sep 98-13 Sep 98 V: 15 Nov 98-03 Jan 99	25 Oct 98-14 Nov 98	14 Sep 98-25 Sep 98
	II	04 Jan 99-22 May 99 R: 28 Feb 99-07 Mar 99 V: 23 May 99-11 Jul 99	02 May 99-22 May 99	Nil
PGDE/ PGDE(PE) (Yr 2)	I	13 Jul 98 – 21 Nov 98 R: 06 Sep 98-13 Sep 98 V: 22 Nov 98-03 Jan 99	25 Oct 98–07 Nov 98	14 Sep 98-18 Sep 98
	II	04 Jan 99 – 15 May 99 R: 14 Mar 99 – 21 Mar 99 V: 16 May 99-11 Jul 99	07 May 99-15 May 99	01 Mar 99-07 May 99
PGDE (PE) (Yr 1)	I	13 Jul 98-21 Nov 98 R: 06 Sep 98-13 Sep 98 V: 22 Nov 98-03 Jan 99	25 Oct 98-07 Nov 98	14 Sep 98-18 Sep 98
	II	04 Jan 99-08 May 99 R: 28 Feb 99-07 Mar 99 V: 09 May 99-11 Jul 99	25 Apr 99-08 May 99	Nil
PGDipTHE	I	13 Jul 98-31 Oct 98 R: 06 Sep 98-13 Sep 98 V: 01 Nov 98-10 Jan 99	18 Oct 98-31 Oct 98	Nil
	II	11 Jan 99-01 May 99 R: 28 Feb 99-07 Mar 99 V: 02 May 99-11 Jul 99	18 Apr 99-01 May 99	Nil

Year Jan-Dec 1999

Programme/ Course	Semester	Dates of Semester/ Recess(R)/Vacation(V)	Dates of Revision/ Examination	Dates of Practicum
PGDE (Jan Intake)	Jan	04 Jan 99-12 Jun 99 R:01 Mar 99-06 Mar 99* V:13 Jun 99-27 Jun 99	07 May 99-15 May 99	11 Jan 99-28 Feb 99 (School Experience)
	Jul	28 Jun 99-20 Nov 99 R:05 Sep 99-12 Sep 99 V:21 Nov 99-31 Dec 99	25 Oct 99-08 Nov 99	28 Jun 99-04 Sep 99
Diploma in Departmental Management (DDM)	Jan (Intake)	04 Jan 99-01 May 99 R:01 Mar 99-06 Mar 99	19 Apr 99- 23 Apr 99	Nil
	Jul (Intake)	12 Jul 99-06 Nov 99 R:06 Sep 99-11 Sep 99	25 Oct 99-29 Oct 99	Nil
Diploma in Educational Administration	Jan	11 Jan 99-01 May 99 R:01 Mar 99-06 Mar 99 V:02 May 99-11 Jul 99	Nil	05 Apr 99-30 Apr 99
	Jul	12 Jul 99-30 Oct 99 R:06 Sep 99-11 Sep 99	18 Oct 99-23 Oct 99	09 Aug 99-04 Sep 99

* Orientation of PGDE (P&S) Jan 99 intake

Procedures for Application

Applications for admission to the courses leading to the Bachelor of Arts with Diploma in Education and Bachelor of Science with Diploma in Education must be made on prescribed application forms obtainable from the Joint Admissions Office of the National University of Singapore/Nanyang Technological University. The admission exercise for these courses is normally advertised in February/March for the commencement of term in July of the same year.

Applications for admission to the programmes leading to the Postgraduate Diploma in Education, Diploma in Education, Diploma in Physical Education and Diploma in Art/Music/Home Economics Education must be made on prescribed application forms obtainable from the lobby of the Ministry of Education. All programmes commence in July each year. However, in the years 1999 and 2000, there will be additional intakes for the Postgraduate Diploma in Education programme in the month of January. Although applications are accepted throughout the year, it is advisable to submit applications at least three months prior to the intake being considered.

The Postgraduate Diploma of Teaching in Higher Education programme is normally restricted to the teaching staff of polytechnics and universities. The prescribed application forms will be sent to these institutions for completion by nominees identified to attend the programme.

Applications for admission to the programmes leading to the degrees of Master of Arts (Applied Psychology), Master of Arts (Educational Management), Master of Education, Master of Education (Mathematics Education) by coursework, Master of Arts (Instructional Design & Technology) and Master of Science (Exercise and Sport Studies) must be made on prescribed forms obtainable from the Student Affairs Division of NIE. The admission exercises are normally held in July/August for commencement of the programmes in January of the following year.

The admission for Master of Arts in Applied Linguistics is normally advertised in October for commencement of the programme in July of the following year. Applications must be made on prescribed forms obtainable from the Student Affairs Division of NIE.

For admission to the research degree programmes such as Master of Arts, Master of Education (Mathematics Education) by research, Master of Science and Doctor of Philosophy, applications must be made on prescribed forms obtainable from the Student Affairs Division of NIE or the Registrar, Nanyang Technological University. Application forms may be submitted at any time.

The Diploma in Departmental Management (Primary School), Diploma in Departmental Management (Secondary School), Diploma in Educational Administration (Primary School) and Diploma in Educational Administration (Secondary School) programmes are normally restricted to teachers sponsored by the Ministry of Education. The Ministry would notify Singapore schools of the commencement of these programmes and interested applicants who satisfy the entry requirements must apply on official application forms obtainable from the Ministry.

Details of the courses/programmes and entry requirements pertaining to the courses/programmes mentioned in this section are given in booklets published separately.

NO STUDENT MAY PURSUE CONCURRENTLY ANY COURSE/PROGRAMME OF STUDY AT ANOTHER INSTITUTION OF LEARNING WHEN ENROLLED AS A FULL-TIME STUDENT AT THIS INSTITUTE.

Appointment to the Education Service as Untrained Teachers

Ministry of Education (MOE) will appoint candidates as General Education Officers (GEO)(Untrained) immediately upon successful application. As untrained teachers, MOE will send them to National Institute of Education (NIE) for the PGDE, Dip Ed, Dip Art/Mus/HE Ed, Dip PE or BA/BSc with Dip Ed programmes/courses. Tuition Fee and approved fees at NIE will be paid for by MOE. MOE may withdraw payment of the tuition and other fees on candidates' behalf if candidates do not perform well in their studies.

On successful completion of the NIE programmes/courses, candidates undergoing the PGDE, Dip Ed, Dip PE and Dip Art/Mus/HE Ed programmes will be bonded to serve MOE for three years while those undergoing the BA/BSc with Dip Ed courses will be bonded to serve MOE for four years.

Salaries for Graduate Teachers (Untrained)

Postgraduate Diploma in Education Programme (PGDE)

When first appointed, candidates will be put on the GEO 1 (Untrained) salary scale. The monthly salary scale is: \$1,600 x 160 - 3,680. The gross starting salary payable to teachers is:

Postgraduate Diploma in Education (one-year programme)		
Qualifications	Without NS	With NS
Honours degree holders (2nd Class Upper & better)	\$2,499 pm	\$2,839 pm
Honours degree holders (2nd Class Lower & 3rd Class)	\$2,329 pm	\$2,669 pm
Pass with merit degree holders	\$1,989 pm	\$2,329 pm
Pass degree holders	\$1,818 pm	\$2,159 pm

Postgraduate Diploma in Education (Physical Education) (two-year programme)

Qualifications	Without NS	With NS
Honours degree holders (2nd Class Upper & better)		
- 1st Year	\$2,499 pm	\$2,839 pm
- 2nd Year	\$2,669 pm	\$3,009 pm
Honours degree holders (2nd Class Lower & 3rd Class)		
- 1st Year	\$2,329 pm	\$2,669 pm
- 2nd Year	\$2,499 pm	\$2,840 pm
Pass with merit degree holders		
- 1st Year	\$1,989 pm	\$2,329 pm
- 2nd Year	\$2,159 pm	\$2,499 pm
Pass degree holders		
- 1st Year	\$1,818 pm	\$2,159 pm
- 2nd Year	\$1,989 pm	\$2,329 pm

Salaries for Non-Graduate Teachers (Untrained)**Diploma in Education (Dip Ed)****Diploma in Physical Education (Dip PE)****Diploma in Art/Music/Home Economics Education (Dip Art/
Mus/HE Ed)**

When first appointed, candidates will be put on the GEO 2 (Untrained) salary scale. The monthly salary scale is: \$1,045 x 70 - 1,325/1,430 x 90 - 1,790/1,960 x 120 - 2,800. The gross starting salary payable to teachers is:

Diploma in Education (two-year programme)		
Qualifications	Without NS	With NS
For GCE 'A' level holders		
- 1st Year	\$1,228 pm	\$1,377 pm
- 2nd Year	\$1,302 pm	\$1,451 pm
For Diploma holders (non-technical)		
- 1st Year	\$1,377 pm	\$1,526 pm
- 2nd Year	\$1,451 pm	\$1,637 pm
For Diploma holders (technical)		
- 1st Year	\$1,526 pm	\$1,733 pm
- 2nd Year	\$1,637 pm	\$1,829 pm

Diploma in Physical Education (two-year programme)		
Qualifications	Without NS	With NS
For GCE 'A' level holders		
- 1st Year	\$1,228 pm	\$1,377 pm
- 2nd Year	\$1,302 pm	\$1,451 pm
For Diploma holders (non-technical)		
- 1st Year	\$1,377 pm	\$1,526 pm
- 2nd Year	\$1,451 pm	\$1,637 pm
For Diploma holders (technical)		
- 1st Year	\$1,526 pm	\$1,733 pm
- 2nd Year	\$1,637 pm	\$1,829 pm
Diploma in Art/Music/Home Economics Education (two-year programme)		
For Diploma holders		
- 1st Year	\$1,377 pm	\$1,526 pm
- 2nd Year	\$1,451 pm	\$1,637 pm

Bachelor of Arts/Science with Diploma in Education (BA/BSc with Dip Ed)

Candidates successful in their application for the four-year Bachelor of Arts/Science with Diploma in Education courses will be appointed as GEO 2 (Untrained). For the first two years, undergraduates will receive salaries similar to the Dip Ed ('A' level) candidates. At Year 3 and Year 4, no-pay leave will be granted. Candidates who have done exceptionally well in the Year 1 and Year 2 will be eligible for the MOE stipend in Year 3 and Year 4 and even up to the Honours year if applicable. Undergraduates should maintain consistent academic performance from Year 3 to Honours year, if applicable. Candidates awarded the MOE stipend will receive a stipend of \$5,000 per annum for a maximum of three years. During the course, their tuition fee and approved fees will be paid for by MOE. On successful completion of the course, candidates will be bonded to serve MOE for four years.

Bachelor of Arts/Science with Diploma in Education (four-year course)		
Qualifications	Without NS	With NS
- 1st Year	\$1,228 pm	\$1,377 pm
- 2nd Year	\$1,302 pm	\$1,451 pm
- 3rd Year	\$5,000 pa	\$5,000 pa
- 4th Year	\$5,000 pa	\$5,000 pa

Tuition Fees & Tuition Grants

A) Tuition Fees and Tuition Grants for Candidates in Academic Year 1998-99

For candidates who join the programmes/courses in July 1998, the full tuition fees payable by them are as follows:

Programme/Course	Fees
Postgraduate Diploma in Education	\$17,300
Postgraduate Diploma in Education (Physical Education)	\$17,300
Diploma in Education	\$17,300
Diploma in Art/Music/Home Economics Education	\$17,300
Diploma in Physical Education	\$17,300
Bachelor of Arts with Diploma in Education	\$19,000
Bachelor of Science with Diploma in Education	\$23,200

However, since a student's education at the Institute is subsidised by the Government of Singapore, tuition grants may be awarded by the Singapore Ministry of Education to offset the major part of the tuition fees. The direct fees payable by the students is the difference between the tuition fee and the tuition grant. At present, the direct fees payable and tuition grants are as follows:

Programme/Course	Direct Payment	Tuition Grant
Postgraduate Diploma in Education	\$1,080 (\$31.46)	\$16,220
Postgraduate Diploma in Education (Physical Education)	\$ 540 (\$15.73)	\$16,760
Diploma in Education	\$ 540 (\$15.73)	\$16,760
Diploma in Art/Music/Home Economics Education	\$ 540 (\$15.73)	\$16,760
Diploma in Physical Education	\$ 540 (\$15.73)	\$16,760
Bachelor of Arts with Diploma in Education	\$5,500 (\$160.19)	\$13,500
Bachelor of Science with Diploma in Education	\$5,500 (\$160.19)	\$17,700

() The figures in the brackets reflect the GST on tuition fee offset by the University.

Fees

MOE may withdraw payment of the tuition and other fees on candidates' behalf if candidates do not perform well in their studies.

The direct-payment fees as well as other fees payable are shown below. Fees are payable in two instalments a year, at the beginning of Semesters I and II.

Postgraduate Diploma in Education

Fees	PGDE	PGDE (PE)
Direct Tuition Fee	\$1,080 per annum	\$540 per annum
Registration Fee *	\$5.15	\$5.15
Student Card Fee *	\$3.09	\$3.09
Computer Fee *	\$10.30 per annum	\$10.30 per annum
Group Personal Accident Insurance	\$2.00 per annum	\$2.50 per annum
Laboratory Fee * (for laboratory-based course & PE candidates)	\$15.45 per annum	\$15.45 per annum

* The figures given above are GST inclusive.

Diploma in Education
Diploma in Art/Music/Home Economics Education
Diploma in Physical Education

Fees	Dip Ed Dip Art/Mus/HE Ed Dip PE
Direct Tuition Fee	\$540 per annum
Registration Fee *	\$5.15
Student Card Fee *	\$3.09
NTU Students' Union Entrance Fee *	\$10.30
NTU Students' Union Annual Subscription Fee *	\$24.72 per annum
Computer Fee *	\$10.30 per annum
Group Personal Accident Insurance	\$2.00 per annum (non-PE programmes) \$2.50 per annum (PE programmes)
Laboratory Fee * (for laboratory-based course & PE candidates)	\$15.45 per annum

* The figures given above are GST inclusive.

Bachelor of Arts with Diploma in Education

Fees	BA with Dip Ed
Direct Tuition Fee	\$5,500 per annum
Registration Fee *	\$5.15
Matriculation Fee *	\$10.30
Computer Fee *	\$13.39 per annum
Group Personal Accident Insurance	\$2.00 per annum (non-PE programmes) \$2.50 per annum (PE programmes)
NTU Students' Union Entrance Fee *	\$10.30
NTU Students' Union Annual Subscription Fee *	\$24.72 per annum
Laboratory Fee * (for laboratory-based course & PE candidates)	\$15.45 per annum
Microscope Fee * #	\$46.35 per annum

* The figures given above are GST inclusive.

Payable by all students using a microscope.

Bachelor of Science with Diploma in Education

Fees	BSc with Dip Ed
Direct Tuition Fee	\$5,500 per annum
Registration Fee *	\$5.15
Matriculation Fee *	\$10.30
Computer Fee *	\$13.39 per annum
Group Personal Accident Insurance	\$2.00 (non-PE programmes) \$2.50 (PE programmes)
NTU Students' Union Entrance Fee *	\$10.30
NTU Students' Union Annual Subscription Fee *	\$24.72 per annum
Laboratory Fee * (for laboratory-based course & PE candidates)	\$15.45 per annum
Microscope Fee * #	\$46.35 per annum

* The figures given above are GST inclusive.

Payable by all students using a microscope.

In addition to the above fees, candidates may need to pay some fees that are not borne by MOE. The other fees payable by candidates are as follows:

Fees	Courses/Programmes						
	PGDE	PGDE (PE)	Dip Ed	Dip PE	Dip Art/Mus/HE Ed	BA/BSc with Dip Ed	
	\$	\$	\$	\$	\$	Non-PE \$	PE \$
Informational and instructional package	25	25	24	24	24	29	29

B) Tuition Fees and Tuition Grants for Candidates in Year Jan-Dec 1999

At present, the full tuition fees payable by students of the Postgraduate Diploma in Education programme who join the programme in January 1999 is \$17,300. However, since a student's education at the Institute is subsidised by the Government of Singapore, tuition grants may be awarded by the Singapore Ministry of Education to offset the major part of the tuition fees. The direct fees payable by the students is the difference between the tuition fees and the tuition grants. At present, the direct fees payable and tuition grants are as follows:

Postgraduate Diploma in Education

Full Tuition Fees	Tuition Grants	Direct Payment
\$17,300	\$16,220	\$1,080 (\$31.46)

() The figures in the brackets reflect the GST on tuition fees offset by the University.

Fees

MOE may withdraw payment of the tuition and other fees on candidates' behalf if candidates do not perform well in their studies.

The direct-payment fees as well as other fees payable are shown below. Fees are payable in two instalments a year, at the beginning of Semesters I and II.

Postgraduate Diploma in Education

Fees	Amount
Direct Tuition Fee	\$1,080 per annum
Registration Fee *	\$5.15
Student Card Fee *	\$3.09
Computer Fee *	\$10.30 per annum
Group Personal Accident Insurance	\$2.00 per annum
Laboratory Fee *(for laboratory-based course & PE candidates)	\$15.45 per annum

* The figures given above are GST inclusive.

In addition to the above fees, candidates may need to pay some fees that are not borne by MOE. The other fee payable by candidates is as follows:

Fees	Amount
Informational and instructional package	\$20

C) Rules on Payment of Fees for All Candidates

- 1 The Institute reserves the right to alter fees at any time.
- 2 Fees are payable in two instalments each year, at the beginning of Semesters I and II.
- 3 Fees must be paid during the period specified. A student whose fees are not paid by the end of the stipulated period may be suspended from attendance at classes until all fees, including the late fee of \$10 are paid in full.
- 4 An acceptance fee of \$50 is payable at the time a student accepts the Institute's offer of admission. This acceptance fee is forfeited if the student subsequently does not enter the Institute. It will otherwise be credited to the student's account and his fees will be adjusted accordingly on his entering the Institute.
- 5 A student who leaves the Institute after having attended classes for two or more weeks in a semester is liable for the payment of fees.
- 6 Apart from the scheduled fees indicated above, students may be requested from time to time to make payments for various activities conducted and materials used during their courses. All fees quoted are subject to revision.
- 7 An examination fee of \$10 is payable being fee for late entry to examination.

Appointment to the Education Service as Trained Teachers

Upon successful completion of training, candidates will be placed on the General Education Officer (GEO) 1 or 2 trained teacher salary scale. Graduates are appointed as GEO 1 and non-graduates as GEO 2.

The monthly salary scale for GEO 1 (Trained) is:

\$1,680 x 160 - 3,760

The gross starting salary payable to trained graduate teachers is:

General Education Officer 1 (Trained) PGDE (one-year programme)		
Qualifications	Without NS	With NS
Honours degree holder (2nd Upper & better)	\$2,754 pm	\$3,094 pm
Honours degree holders (2nd Lower & 3rd Class)	\$2,584 pm	\$2,924 pm
Pass with merit degree holders	\$2,244 pm	\$2,584 pm
Pass degree holders	\$2,074 pm	\$2,414 pm
General Education Officer 1 (Trained) PGDE (PE) (two-year programme)		
Honours degree holders (2nd Upper & better)	\$2,924 pm	\$3,265 pm
Honours degree holders (2nd Lower & 3rd Class)	\$2,754 pm	\$3,094 pm
Pass with merit degree holders	\$2,414 pm	\$2,755 pm
Pass degree holders	\$2,244 pm	\$2,584 pm

The monthly salary scale for GEO 2 (Trained) is:

\$1,080 x 70 - 1,360/1,475 x 90 - 1,835/2,020 x 120 - 2,860

The gross starting salary payable to trained non-graduate teachers is:

General Education Officer 2 (Trained)		
Qualifications	Without NS	With NS
'A' level holders	\$1,414 pm	\$1,563 pm
Diploma holders (non-technical)	\$1,563 pm	\$1,781 pm
Diploma holders (technical)	\$1,781 pm	\$1,973 pm

Candidates who successfully complete the BA/BSc with Diploma in Education course will be on the GEO 1 (Trained) salary scale. The monthly salary scale is:

\$1,680 x 160 - 3,760

The gross starting salary payable is as follows:

General Education Officer 1 (Trained) BA/BSc with Dip Ed		
Qualifications	Without NS	With NS
Honours degree holder (2nd Upper & better)	\$2,754 pm	\$3,094 pm
Honours degree holders (2nd Lower & 3rd Class)	\$2,584 pm	\$2,924 pm
Pass with merit degree holders	\$2,244 pm	\$2,584 pm
Pass degree holders	\$2,074 pm	\$2,414 pm

Leave of Absence, Part-Time Employment and Medical/Dental Claims

Leave of Absence

Students who cannot attend classes for any good reasons must apply for leave of absence. Students who absent themselves without approval or medical certificate may be subject to disciplinary action being taken against them. The penalty for unauthorised absence would range from being given a warning, withdrawal of the NPVP, withholdment of increment, suspension or discontinuation of payment of benefits or termination of service.

Applications must be made on the prescribed form entitled, "Application for Leave of Absence During Term Time" which can be obtained from the Student Affairs Division. Applications for leave of absence must be submitted to the Student Affairs Division at least five days in advance. Students should not go on leave until approval has been obtained.

In accordance with para H22 of Instructional Manual 2, students who wish to leave Singapore (except if they are only travelling within the Johore Bahru town limit) during NIE's vacation, on weekends or public holidays during NIE's term time must write to the Ministry of Education to seek permission to leave Singapore. Applications should be made on the prescribed form entitled "Permission to Leave the Republic During NIE Vacation", which can be obtained from the Student Affairs Division. Completed forms should be submitted to Mrs Ng Wei San of the Establishment & Development Branch of Ministry of Education (Tel: 4709341).

When a student is granted medical leave, the original medical certificate must be submitted to the Student Affairs Division as soon as it is practical to do so. Even if it is an ailment for which students have the necessary medication, a medical certificate is still required to substantiate that the leave is on medical grounds.

Female students may be allowed a maximum of 28 days maternity leave during semester time if there are 13 teaching weeks in that

semester. For students who are on maternity leave during their Practicum, they will have to extend their period of Practicum accordingly. Students whose attendance in any module that does not meet the Dean's satisfaction shall be barred from the examination in that module.

Part-Time Employment

Students are civil servants by virtue of the fact that they are appointed as education officers on salary terms. As a general rule, civil servants are not allowed to take up any form of part-time employment outside the service. As newly appointed education officers, it would not be advisable for students to take up part-time employment while they are undergoing teacher-training.

If there are any enquiries on part-time employment, please contact Mrs Ng Wei San from the Establishment & Development Branch of the Ministry of Education at Tel: 4709341.

Medical and Dental Claims

Students who are receiving monthly salary from the Ministry of Education are eligible for medical and dental benefits under the Medisave-cum-Subsidised Outpatient (MSO) Medical Benefits Scheme. These benefits are not applicable to those on no-pay leave. For those who are eligible, the claim forms can be obtained from the Student Affairs Division. Students must submit the completed claim forms to the Claims and Wages Unit 1 of the Ministry of Education's Salaries Section by the 6th of the following month. A reimbursement can be expected one month later. Late claims will be accepted so long as they are submitted within three months from the date incurred.

If there are any queries, please contact Miss Ng Hwee Hoon, Adeline of the Ministry of Education at Tel: 4709329.

Scholarships, Loans and Other Financial Assistance Schemes

There are a number of University administered scholarships, student loan funds and bursaries which are donated by commercial organisations, professional bodies, private individuals and Foundations to encourage academic excellence and assist students who are in financial need. Scholarships are generally awarded to reward students for academic merit while student loan funds and bursaries are given out to assist those students who, in the course of their studies, have encountered financial difficulties.

Scholarships are administered by the Registrar's Office. They are awarded to students reading undergraduate courses who are citizens of Singapore and, if so prescribed by the donors, permanent residents of Singapore or citizens of other countries.

Besides scholarships, the Registrar's Office also administers other financial assistance schemes as follows:

- a) Tuition Fee Loan Scheme
- b) CPF Education Scheme
- c) Mendaki Tertiary Tuition Fee Subsidy

Undergraduate students whose tuition fees are not paid for by MOE are eligible to apply for the above loan/scheme/subsidy.

Student loan funds, bursaries, and other awards are handled by the Student Affairs Office in Yunnan Garden campus. Applications for such financial assistance are open to students pursuing the diploma programmes and undergraduate courses as follows:

- a) Diploma in Education
- b) Diploma in Physical Education
- c) Diploma in Art/Music/Home Economics Education

- d) Bachelor of Arts/Science with Diploma in Education (including specialisation in Physical Education)

Details of available scholarships, student loan funds, bursaries, and other awards will be made known in July of each academic year. Other financial assistance schemes such as the CPF Education Scheme will be announced separately in November and March. The Tuition Fee Loan Scheme and Mendaki Tertiary Tuition Fee Subsidy will be made known in early June. Students are to refer to the Student Affairs notice board outside the NIE Library for the availability of the various awards and loans.

Applications must be made on-line (for Scholarships, Student Loan Funds, Bursaries and other awards) or on prescribed forms obtainable from the Assistant Manager/Student Liaison (AM/SL) of NIE.

The completed forms should be submitted, by the stipulated deadline as follows:

- a) Scholarships - through StudentLINK (on-line application) to the Registrar's Office.
- b) Tuition Fee Loans - directly to the agent banks appointed by the University.
- c) CPF Education Scheme - through Finance Div in NIE to the Bursar's Office.
- d) Mendaki Tertiary Tuition Fee Subsidy - through AM/SL to the Registrar's Office.
- e) Student Loan Funds, Bursaries, and other awards - StudentLINK (on-line application) or AM/SL (for manual applications) to the Student Affairs Office.

Rotary Club of Singapore Students' Loan Trust Fund

The Rotary Club of Singapore has extended its Students' Loan Trust Fund to help Year 4 BA/BSc, Year 3 BA/BSc, Year 2 Dip Ed/Dip PE and Year 2 Dip Art/Mus/HE Ed students with financial difficulties to complete their studies in the Institute. Loans are not given to first year students. The details governing the loan scheme are available from the Student Affairs Division.

Tan Lian Boh Fund Award

Needy students who are Singapore citizens and who excel in both academic performance and extra-curricular activities may apply at the beginning of academic year for the Tan Lian Boh Fund award. Two awards amounting to \$1,500 each will be given out every year.

Prizes and Awards

Several academic prizes and awards are available for students who show good performance.

Awards for outstanding performance in Initial Teacher Training Programmes/Courses:

No.	Name of Award	Type/Value	Criteria for Award
1	Rotary International 75 th Anniversary Gold Medals	5 Gold Medals	<p>These medals are awarded to students of the following programmes on the basis of their excellence in the final examinations as well as outstanding leadership and dedication to student activities in the institute:</p> <p>Diploma in Education Postgraduate Diploma in Education (Primary) Postgraduate Diploma in Education (Secondary) Physical Education (Primary) Physical Education (Secondary)</p>
2	K Kulasegaram Awards	2 Cash Awards of \$2,500 each	<p>These awards are made to students from the School of Physical Education on the basis of their sporting excellence, sportsmanship, contribution to sports, commitment, potential and financial needs.</p>

Awards for outstanding performance in Bachelor of Arts/Science with Diploma in Education Courses:

Awards for Honours degree holders:

No.	Subject	Name of Award	Type/Value	Criteria for Award
1	<i>General</i>	Lee Kuan Yew Gold Medals	2 Gold Medals	<p>The medals are awarded to the students who are first in general proficiency throughout their course of study and who have obtained a First Class Honours in the following degrees:</p> <p>Bachelor of Arts (Honours) with Diploma in Education Bachelor of Science (Honours) with Diploma in Education</p>
2	<i>General</i>	National Science and Technology Board Gold Medal	Gold Medal	<p>The medal is awarded to the student with outstanding performance in both research and academic work in the Bachelor of Science (Honours)/Bachelor of Science (Honours) with Diploma in Education.</p>
3	<i>Chinese Language</i>	Dr Wu Teh Yao Book Prize	Book Prize of \$400	<p>The prize is awarded to the best student in the subject <i>Chinese Language</i> in the final year of the course leading to the Honours degree of Bachelor of Arts with Diploma in Education.</p>
4	<i>Geography</i>	Longman Singapore Publishers Book Prize	Book Prize of \$300	<p>The prize is awarded to the best honours student in <i>Geography</i> in the final year of the course leading to the Bachelor of Arts(Honours)/Bachelor of Arts (Honours) with Diploma in Education.</p>
5	<i>Mathematics</i>	The Mathematics Gold Medal	Gold Medal	<p>The medal is awarded to the best student in the academic subject <i>Mathematics</i> in the Honours Year Examination for the degree of Bachelor of Arts/Science with Diploma in Education.</p>

No.	Subject	Name of Award	Type/Value	Criteria for Award
6	<i>Music</i>	The Association of Nanyang University Graduates Gold Medal	1 Gold Medal	The medal is awarded to the best student in <i>Music</i> at Honours level in the course leading to the Bachelor of Arts with Diploma in Education.
7	<i>Physical Education</i>	Singapore Sports Council Gold Medal	1 Gold Medal	The medal is awarded to the best student in Physical Education (specialising in Sports Science) in the final year of the course leading to the Honours degree of Bachelor of Science with Diploma in Education.
8	<i>Physical Education</i>	Singapore National Olympic Council Gold Medal	1 Gold Medal	The medal is awarded to the best student in Physical Education (specialising in Sports Studies) in the final year of the course leading to the Honours degree of Bachelor of Science with Diploma in Education.
9	<i>Physics</i>	Genetron Engineering Corporation Book Prize	Book Prize of \$250	The prize is awarded to the best student in <i>Physics</i> in the final year of the course leading to the Honours degree of Bachelor of Science with Diploma in Education.

Awards for Pass degree holders:

No.	Subject	Name of Award	Type/Value	Criteria for Award
1	<i>General</i>	NTU Alumni Prizes	2 Cash Prizes of \$300 each	<p>One cash prize is awarded to the final year student in the School of Arts who has excelled in both academic and extra-curricular activities.</p> <p>One cash prize is awarded to the final year student in the School of Science who has excelled in both academic and extra-curricular activities.</p>
2	<i>General</i>	Sng Yew Chong Award	1 Gold Medal, 1 Gold Pin and \$600 Cash Prize	The medal with gold pin and \$600 cash prize is awarded to the best student in the final examination for the degree of Bachelor of Science with Diploma in Education.
3	<i>Art</i>	The Art Gold Medal	Gold Medal	The medal is awarded to the best student in the subject <i>Art</i> in the final examination for the degree of Bachelor of Arts with Diploma in Education.
4	<i>Biology</i>	Economic Development Board Book Prize	Book Prize of \$300	The prize is awarded to the best student in the subject <i>Biology</i> in the final year of the course leading to the degree of Bachelor of Arts/Science with Diploma in Education.
5	<i>Education Studies</i>	Harvard Club of Singapore Book Prize	Book Prize of \$250	The prize is awarded to the best student in <i>Education Studies</i> in the first examination for the degree of Bachelor of Arts or Science with Diploma in Education course.
6	<i>English Language</i>	The Victor Neo Gold Medal	Gold Medal	The medal is awarded to the best student in the subject <i>English Language</i> in the final examination for the degree of Bachelor of Arts with Diploma in Education or Bachelor of Science with Diploma in Education.

No.	Subject	Name of Award	Type/Value	Criteria for Award
7	<i>English Literature/Literatures in English</i>	British Council Gold Medal	1 Gold Medal	The medal is awarded to the best student in the subject <i>English Literature or Literatures in English</i> in the final examination for the degree of Bachelor of Arts with Diploma in Education.
8	<i>History</i>	Jurong Shipyard Gold Medal	1 Gold Medal	The medal is awarded to the best overall student in the subject <i>History</i> in the final examination for the degree of Bachelor of Arts with Diploma in Education.
9	<i>History</i>	SPC Book Prizes	2 Book Prizes of \$250 each	The Book Prizes are awarded to the best overall students in the subject <i>History</i> in the first and second examination for the degree of Bachelor of Arts with Diploma in Education.
10	<i>Mathematics</i>	Singapore Mathematical Society Book Prize	Book Prize of \$500	The prize is awarded to the best student in the academic subject <i>Mathematics</i> in the final examination for the degree of Bachelor of Arts/Science with Diploma in Education.
11	<i>Mathematics</i>	Association of Mathematics Educators Book Prize	Book Prize of \$300	The prize is awarded to the best student in the curriculum studies <i>Teaching of Mathematics</i> for the degree of Bachelor of Arts/Science with Diploma in Education.
12	<i>Physical Education</i>	Singapore Sports Council Book Prize	Book Prize of \$300	The prize is awarded to the best student in Physical Education in the final year of the course leading to the degree of Bachelor of Arts or Science with Diploma in Education specialising in Sports Science.

No.	Subject	Name of Award	Type/Value	Criteria for Award
13	<i>Physical Education</i>	Singapore National Olympic Council Book Prize	Book Prize of \$300	The prize is awarded to the best student in Physical Education in the final year of the course leading to the degree of Bachelor of Arts or Science with Diploma in Education specialising in Sports Studies.
14	<i>Physics</i>	Genetron Engineering Corporation Book Prize	Book Prize of \$250	The prize is awarded to the best student in <i>Physics</i> in the final examination for the degree of Bachelor of Science with Diploma in Education.

Awards for outstanding performance in Diploma in Education/Physical Education Programmes:

No.	Name of Award	Type/Value	Criteria for Award
1	Wong Hee Hua Memorial Prizes	2 Cash Prizes of \$450 each	<p>The prizes are awarded to students who have shown outstanding performance in the study of the following subjects as their teaching subjects in the Diploma in Education programme:</p> <p>1 <i>Mathematics</i></p> <p>2 <i>Music</i></p>
2	Yu She Yuen Gold Medal	1 Gold Medal	The medal is awarded to the best student in the subject <i>The Teaching of Art</i> in the final year of the programme leading to the Diploma in Education (Primary specialisation).
3	Beng Kim Holdings Book Prizes	2 Book Prizes of \$150 each	One prize is awarded to the best student in the academic subject <i>Mathematics</i> and the other to the best student in the curriculum studies <i>Teaching of Mathematics</i> for the Diploma in Education/Physical Education.

Awards for outstanding performance in Postgraduate Diploma in Education Programme:

No.	Name of Award	Type/Value	Criteria for Award
1	Singapore Teachers' Union Book Prizes	2 Book Prizes of \$500 each	<p>One prize is awarded to the best student in the Postgraduate Diploma in Education (Primary) programme.</p> <p>One prize is awarded to the best student in the Postgraduate Diploma in Education (Secondary) programme.</p>
2	Geography Teachers' Association of Singapore Book Prize	Book Prize of \$300	The prize is awarded to the best student in the <i>Teaching of Geography</i> in the programme leading to the Postgraduate Diploma in Education (Secondary).
3	History Association of Singapore Book Prize	Book Prize of \$250	The prize is awarded to the best student in the <i>Teaching of History</i> in the programme leading to the Postgraduate Diploma in Education (Secondary).

Awards for outstanding performance in Further Teacher Training Programmes:

No.	Name of Award	Type/Value	Criteria for Award
1	Dr Ruth Wong Medals	4 Gold Medals	One gold medal each is awarded to the best student of the following programmes: Diploma in Educational Administration (Primary) Diploma in Educational Administration (Secondary) Diploma in Departmental Management (Primary) Diploma in Departmental Management (Secondary)
2	Association for Supervision & Curriculum Development Book Prizes	2 Book Prizes of \$300 each	One prize each is awarded to the best student in the subject <i>School Management</i> in the Diploma in Departmental Management (Primary) programme and Diploma in Departmental Management (Secondary) programme.
3	Singapore Educational Administration Society Book Prizes	2 Book Prizes of \$300 each	One prize each is awarded to the best student in the subject <i>School Management</i> in the Diploma in Educational Administration (Primary) programme and Diploma in Educational Administration (Secondary) programme.

NIE Student Advising and Counselling Service (NIESACS)

An NIE Student Advising and Counselling Service (NIESACS) is available to students to support and enhance their personal, academic, and professional development through advising, consultative and psychological services. A pool of student advisers is appointed to provide both academic and personal guidance to students who may seek their help; and to monitor academically weaker students identified for systematic guidance. A pool of trained staff counsellors will provide counselling for students with personal, social, academic, or career problems.

If students have questions of a specialised nature (e.g. questions regarding their academic courses), the best person for them to consult with would be their COURSE LECTURER. If they have further questions regarding their career in teaching, surviving at NIE, coping with their studies, having difficulties relating to their peers or lecturers, and would like to talk to someone about it, they may consult any of the STUDENT ADVISERS listed on the Student Adviser list available from Student Affairs or from the General Offices of the School of Education, School of Arts, School of Science and School of Physical Education. Students are advised to call the student adviser first to make an appointment to ensure that they are available. If students feel extremely stressed or are feeling burdened by personal problems and would like to see a trained counsellor, they may call one of the STAFF COUNSELLORS listed on the Staff Counsellor list to make an appointment to see her/him. Students may find this list at the Student Affairs Division or the General Offices of all the NIE Schools.

Students may also obtain information regarding NIESACS from NIE's Home Page at <http://www.nie.ac.sg:8000/>. The web page will include a brief description of the service, the list of student advisers and staff counsellors, forthcoming activities and workshops, library resources for self-help/improvement, contact numbers of community resources, and other information useful to students.

Facilities

Computer Services Centre

The NIE Computer Services Centre provides Information Technology services to staff and students in the campus. The objective is to educate, support and promote IT programmes of the Institute in the areas of administration, teacher-training and educational research.

The Centre is equipped with an Alpha 4000, three Alpha 2100, one Sun Server and several Enterprise Window NT Servers. These computers support the NIE Administration, Academic Computing, Library and Office Automation Systems.

The End-User and Academic Computing Units provide training and consultancy services to staff in the usage of computer facilities and Information Technology.

The Fibre Network Infrastructure enables Distributive Computing Environment in the campus. Mini computers, network servers, high-end workstations and network laser printers are integrated with hundreds of personal computers in the campus. Not only are staff and students able to access the NIE computer facilities, they can also gain access to NTU computer facilities, NTU Library system and other Intranet services from their personal computers.

Internet services are provided to all staff and students so that they can access overseas computing facilities for researches, group discussions and transfer of information. All lecture theatres are connected to Singapore-One through ADSL connections. Staff and students can also access the computer facilities from their home PCs using remote dial-in facilities.

The Centre gives every student and staff an account ID for the electronic mail system. The Centre also conducts training regularly on the usage of Electronic Mail System and provides an overview of standard Microsoft software adopted by the Institute.

Educational Computing Facilities

In order to integrate the use of IT into the NIE curricula, the Institute has a total of 17 computing laboratories on campus. The Institute has one laboratory that is equipped with 21 Macintosh-based system. Each of the remaining laboratories is equipped with 21 Pentium-based computer systems. All the computer systems are networked and connected to the Internet.

These laboratories are used to support teaching and learning in the various training programmes. They are used to train student-teachers and in-service teachers attending the foundation course module in instructional technology as well as those attending course modules in the integration of IT into the school curriculum subjects. When these laboratories are not being used for teaching the various course modules, they are opened for students to use to undertake various project work that include the creation of computer-based teaching and learning materials.

Library

The NIE Library is one of the three libraries of the NTU Library System. It has a seating capacity of 480 and houses a collection of approximately 232,351 books and bound periodicals in the four official languages. Besides the general book collection, the library also has a range of special resources including psychological test materials, theses and ERIC documents in microform, and a wide variety of compact discs, slides, art prints, video cassettes as well as materials in other formats. It also subscribes to about 1,142 current periodicals, 11 online databases, 11 networked CD-ROM databases, 7 standalone CD-ROM databases and 61 electronic journals.

Access to library holdings is through OPAC (Online Public Access Catalogue). The WebOPAC is accessible at <http://libr21.ntu.edu.sg:8002/webopac2.htm>.

Microcomputers, microform reader/printers and self-service photocopiers are available for students' use in the library. Bibliographic instruction on the use of library resources and library tours can also be arranged upon request at the Reference Counter.

All full-time students are automatically registered as members of the library when they matriculate. Non-graduating students, students on short courses and ad-hoc programmes have to register at the library before they can borrow any library materials.

More information about the library and its use can be found in the **NIE Library Handbook for Students**. Students are encouraged to read through the **Handbook** to familiarise themselves with the rules and regulations governing the use and loan of library materials.

The library also maintains a Webpage at <http://libr21.ntu.edu.sg:8002> where information on the library collection and library services, course reading materials, summaries of postgraduate students' theses and dissertations and web resources on education can be found.

The library issues an electronic news bulletin, **Library Update Online**, to keep users informed of new library services and facilities. Back and current issues of **Library Update Online** are accessible at <http://libr21.ntu.edu.sg:8002/pubn/idxpubn.htm>.

The library opening hours are as follows:

		Loan Counter	Media/Reference Counter
During term	Mondays to Fridays	8.00 am - 8.00 pm	8.00 am - 6.00 pm
	Saturdays	8.00 am - 5.00 pm	8.00 am - 1.00 pm
During vacation	Mondays to Fridays	8.00 am - 5.00 pm	8.00 am - 5.00 pm
	Saturdays	8.00 am - 1.00 pm	8.00 am - 1.00 pm

Media Resource Centre

The Media Resource Centre was established on 1 March 1991 to provide the essential audio-visual support services to the NIE

campus. It was to be accessible to all staff and students as a centralised facility from which they could obtain technical assistance and finished materials in various media for their teaching and project purposes. It provides media facilities and resources in production services (video, audio, photography and graphics), media workroom services, set-up and audio-visual maintenance services in all common teaching facilities collectively through three functional units comprising the Video Studio, Photographic Lab and Graphics Lab. It is committed to the continual improvement to the teaching and learning environments of the NIE Campus.

Sports and Games Facilities

There are outdoor and indoor sports facilities available at the Institute's School of Physical Education Sports Complex. Outdoor facilities include a six-lane athletic track with a centre pitch suitable for both soccer and rugby, an artificial hockey pitch, an Olympic-size swimming pool and a teaching pool. There are five outdoor courts which can be used for basketball, netball, handball and volleyball. There are also five tennis courts and two sepak takraw courts. For indoor sports, there is a large multipurpose sports hall which can accommodate several activities. There is also a gymnasium catering specially for gymnastics, a dance studio and seven squash courts. Inquiries on the use of the sports facilities in the School of Physical Education may be made at the Singapore Sports Council office located at the School.

Canteens

There are two canteens and a cafeteria in the campus. Canteen 1 is located on the first storey of the Students' Recreation Centre and is self-service. It is open from 7.00 am to 5.00 pm on Mondays to Fridays and from 7.00 am to 2.30 pm on Saturdays. There are also three food stalls outside the canteen extension. Canteen 2 is located in the Staff House. It is open from 8.00 am to 8.00 pm on Mondays to Saturdays. In addition, there are seven food stalls in the

Staff House extension. The self-service cafeteria is located on the first storey of the Raffles Building. It is open from 8.00 am to 7.00 pm on Mondays to Fridays and from 8.00 am to 4.00 pm on Saturdays. The canteens and cafeteria are closed on Sundays and public holidays.

Student Activities Centre

There is a Student Activities Centre in the campus which the Students' NIE Club and other clubs use for their meetings and activities. The Centre is open daily from 8.30 am to 11.00 pm except Sundays and public holidays.

Students' Lounge

There are two Students' Lounges serving the general student body. One Students' Lounge is situated on the second storey of the Students' Recreation Centre, while the other is located in the School of Physical Education.

Bookshop

There is a bookshop for the convenience of students. It is located at the annex of the Staff House.

Sundry Store

There is a sundry store situated on the first storey of the Students' Recreation Centre.

Cash-on-line Facilities

There is a POSB automated teller machine installed on the first storey of the Students' Recreation Centre, next to the sundry store.

Post Box Facilities

A post box is located along the covered walkway in front of Block B courtyard. Collection of mail is made once a day by Singapore Post. There is no mail collection on Sundays and public holidays.

Public Payphones

Public payphones are located in the foyer of Oei Tiong Ham Building, outside the Library, Lecture Theatre 4, Lecture Theatre 3, Lecture Hall and House No 5 and in the Students' Recreation Centre, School of Physical Education and Raffles Building. Most of these public payphones accept phone cards. Coin payphones are located in Oei Tiong Ham Building foyer, Raffles Building, School of Physical Education and outside Lecture Hall. The public payphones have STD and IDD facilities which enable telephone users to make calls to Malaysia and overseas.

Car Parking Facilities

Car parks in the campus are designated for staff and visitors. Car parking lots which are marked red or yellow are reserved for staff. Visitors and students may park their vehicles in the white car parking lots. Vehicles which are parked illegally or indiscriminately may be wheel clamped. A fee of \$50 is imposed for the release of the wheel clamp. Car parking facilities for students and visitors are located in the following areas: along both sides of the access road leading to Bukit Timah Road, in front of Oei Tiong Ham Building, in the compounds of the Staff House and House No 5, in the vicinity of Raffles Annexe, next to the Library Building and in front of the Students' Recreation Centre. Parking facilities for motor-cycles and scooters are located in front of the Students' Recreation Centre and outside the Security Guard House. A one-way traffic system is strictly observed on campus. Any motorist found disregarding the one-way signs will be referred to the Traffic Police.

Students' NIE Club

The Nanyang Technological University Students' Union (NTUSU) is the supreme body of students in NTU. Membership of the NTUSU is automatic for the following categories of students in NTU:

- a) Matriculated students who are reading a full-time undergraduate course of study leading to a Bachelor's degree and;
- b) students not holding a Bachelor's degree who are reading a full-time course of study leading to a diploma, the duration of which is not less than two academic years.

The NTUSU consists of ten constituent bodies, of which the Students' NIE Club is one. Only students who are members of the NTUSU are eligible for full membership of the Students' NIE Club.

Students of NIE other than those defined under ordinary membership and students from other schools in NTU may apply for affiliate membership subject to the approval of the Management Committee and recommendation of the Advisor of the Club.

The main role of the Students' NIE Club is to promote and safeguard the interests and welfare of students in NIE. The Students' NIE Club comprises two sub-clubs, i.e. the Bachelor of Arts Club and Tamil Language Club. Together with its sub-clubs, the Students' NIE Club organises a range of social, sports, cultural and educational activities for students on Bukit Timah campus.

The administration of the Club is vested in the hands of an elected Management Committee. The elections are held annually. The Committee members hold office from the date of election until the next occasion upon which a new Committee is elected.

The Club's Management Committee operates with the advice and guidance of two Club Advisors. Director NIE is the Chief Advisor whilst an academic staff from NIE is appointed to be the Second Advisor.

Other Student Organisations

Besides the Students' NIE Club, there are other student organisations in the Yunnan Garden and Bukit Timah campuses which cater to a variety of interests among the students. Details of student clubs and societies in Yunnan Garden campus can be found in a Student Handbook published yearly by NTU and obtainable from the Assistant Manager/Student Liaison of NIE.

There are clubs/societies established in Bukit Timah campus as independent student bodies registered with the Registrar of Societies or as sub-clubs of some of the clubs/societies in Yunnan Garden campus. The objective of the sub-clubs is to organise activities for students on Bukit Timah campus on behalf of their parent clubs in Yunnan Garden campus. These sub-clubs include:

Buddhist Society

Campus Crusade for Christ

Catholic Students' Apostolate

Chinese Society

Christian Fellowship

Legion of Mary

The Malay Language and Cultural Society is the only other students' society in NIE which is not a branch or sub-unit of the corresponding students' society in Yunnan Garden campus.

NATIONAL INSTITUTE OF EDUCATION LOCATION PLAN

LEGEND

- | | |
|-------|-----------------------------|
| a | HOUSE NO. 5 |
| b1&b2 | ANNEXES 1 & 3 |
| c | STAFF HOUSE |
| d | LECTURE THEATRE NO. 1 |
| e | LECTURE THEATRE NO. 2 |
| f | LECTURE THEATRE NO. 3 |
| g | LECTURE THEATRE NO. 4 |
| h | HOUSE NO. 1 |
| i | LECTURE HALL |
| k | STUDENTS' RECREATION CENTRE |
| m | STUDENT ACTIVITIES CENTRE |
| n | RAFFLES ANNEXE 1 |
| p | RAFFLES ANNEXE 2 |

