
GENERAL INFORMATION

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NYANG TECHNOLOGICAL UNIVERSITY
NATIONAL INSTITUTE OF EDUCATION



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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 1025

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

As the sole teacher training institute in Singapore, NIE has the responsibility of providing all levels of teacher education, ranging from Pre-service training of teachers to In-service training for teachers, heads of departments, vice-principals and principals.

NIE's primary concern is to train teachers and school leaders to meet Singapore's needs. NIE will ensure that its training programmes equip teachers, heads of departments, vice-principals and principals with the necessary knowledge and tools to teach and manage in an increasingly demanding school environment.

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 4-year bachelor degree courses aim to produce graduates with the skills to teach in both primary and secondary schools. The courses lead to the award of the following degrees:

- Bachelor of Arts with Diploma in Education
- Bachelor of Science with Diploma in Education
- Bachelor of Arts with Diploma in Education (Physical Education)
- Bachelor of Science with Diploma in Education (Physical Education)

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 (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 (which qualifies GCE 'A' level holders and Polytechnic Diploma holders to teach in primary schools)
- Diploma in Physical Education (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)

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

- Postgraduate Diploma of Teaching in Higher Education (designed for the teaching staff of polytechnics and universities)
- Diploma in Educational Administration (designed to prepare teachers to function as effective principals and vice-principals of schools)
- Further Professional Diploma in Education (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 Science
- Doctor of Philosophy

In addition to the above programmes, the Institute also conducts a Master of Education programme by coursework and dissertation. This programme aims to provide practising teachers, principals and other education professionals with an opportunity to pursue professional development.

NIE Council

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

Chairman

Dr Cham Tao Soon
President
Nanyang Technological University

Deputy Chairman

Mr John Yip Soon Kwong
Director of Education
Ministry of Education

Members

Professor Leo Tan
Director NIE

Assoc Prof Ernest Chew Chin Tiong
Dean
Faculty of Arts & Social Sciences
National University of Singapore

Professor Chong Chi Tat
Vice-Dean
Faculty of Science
National University of Singapore

Dr Law Song Seng
Chief Executive Officer/Director
Institute of Technical Education

Mr Lee Kee Yong
Director of Personnel
Ministry of Education

NIE Council *(cont'd)*

Members

Mr Noel Hon
Managing Director
(NEC) Singapore

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

Ms Tan Teng Wah
Principal
Anderson Junior College

Mr Yang Che Kay
Principal
Tanglin Secondary School

Mrs Thio Soei Ho
Principal
Northland Primary School

Dates of Semesters

Semester 1 : 10 July 1995 - 28 October 1995 (16 weeks)
Recess : 3 September 1995 - 10 September 1995 (1 week)
Vacation : 29 October 1995 - 7 January 1996 (10 weeks)

Semester 2 : 8 January 1996 - 27 April 1996 (16 weeks)
Recess : 25 February 1996 - 3 March 1996 (1 week)
Vacation : 28 April 1996 - 7 July 1996 (10 weeks)

Procedures for Application

Applications for admission to the courses leading to the Bachelor of Arts with Diploma in Education, Bachelor of Arts with Diploma in Education (Physical Education), Bachelor of Science with Diploma in Education and Bachelor of Science with Diploma in Education (Physical 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 and Diploma in Physical Education must be made on prescribed application forms obtainable from the Personnel Division of the Ministry of Education. The admission exercise for the Postgraduate Diploma in Education is normally advertised in early November for the commencement of the programme in July the following year. The admission for Diploma in Education and Diploma in Physical Education programmes is normally advertised in February/March for commencement of term in July the same year.

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.

For admission to the Master of Education programme, applications must be made on prescribed forms obtainable from the Student Affairs Division of NIE. The admission exercise for the Master of Education programme is normally held in October/November for the commencement of the programme in July the following year.

For admission to the research degree programmes such as Master of Arts, 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 Further Professional Diploma in Education (Primary School), Further Professional Diploma in Education (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.

Bond

Students on receipt of teaching bursaries/scholarships and tuition grants are bonded to serve the Government of Singapore upon successful completion of the course/programme of study. The bond for all programmes as well as for the Bursary Holders in the degree courses is for a period of three years. For the Scholarship Holders in the degree courses, it is for a period of five years.

Teaching Bursaries for the Diploma Programmes

Students in the diploma programmes who are awarded teaching bursaries by the Singapore Government will be paid as follows:

Postgraduate Diploma in Education (1-Year Programme)		
Honours Degree Holders		\$1,765 pm
Pass with Merit Degree Holders		\$1,505 pm
Pass Degree Holders		\$1,375 pm
Postgraduate Diploma in Education (Physical Education) (2-Year Programme)		
Honours Degree Holders	- 1st Year	\$1,765 pm
	- 2nd Year	\$1,895 pm
Pass with Merit Degree Holders	- 1st Year	\$1,505 pm
	- 2nd Year	\$1,635 pm
Pass Degree Holders	- 1st Year	\$1,375 pm
	- 2nd Year	\$1,505 pm
Diploma in Education (2-Year Programme)		
For GCE 'A' holders	- 1st Year	\$ 880 pm
	- 2nd Year	\$ 935 pm
For Polytechnic Diploma Holders	- 1st Year	\$ 990 pm
	- 2nd Year	\$1,040 pm
Diploma in Physical Education (2-Year Programme)		
For GCE 'A' Level Holders	- 1st Year	\$ 880 pm
	- 2nd Year	\$ 935 pm
For Polytechnic Diploma Holders	- 1st Year	\$ 990 pm
	- 2nd Year	\$1,040 pm

Bursaries & Scholarships For The Degree Courses

Candidates admitted to the 4-year Bachelor of Arts with Diploma in Education, Bachelor of Arts with Diploma in Education (Physical Education), Bachelor of Science with Diploma in Education and Bachelor of Science with Diploma in Education (Physical Education) courses are eligible for a bursary of \$3,200 per annum for the first two years of the course. If awarded the bursary, their tuition fees for this period will also be paid by the Government and they will be bonded to serve the Government for a period of 3 years upon graduation from NIE.

Those candidates who have done exceptionally well in their 'A' level examinations are eligible for a scholarship (in place of the bursary). If awarded the scholarship, they will receive an allowance of \$3,200 per annum for the first four years of the course. The scholarship will not be extended if a candidate takes more than four years to read the basic degree under the modular system. The tuition fees for all four years of the course will be paid by the Government. They will be bonded to serve the Government for a period of 5 years upon graduation from NIE.

Candidates initially awarded only the bursary may be eligible for the scholarship in Years 3 and 4, if they perform exceptionally well in Years 1 and 2 of the degree course. If awarded the scholarship, they will be bonded for an additional period of 2 years to make the total period of bond 5 years.

Tuition Fees & Tuition Grants

At present, the full tuition fees payable by students are as follows:

Programme/Course	Fees
Postgraduate Diploma in Education	S\$14,000
Postgraduate Diploma in Education (Physical Education)	S\$14,000
Diploma in Education	S\$14,000
Diploma in Physical Education	S\$14,000
Bachelor of Arts with Diploma in Education/ Bachelor of Arts with Diploma in Education (Physical Education)	S\$18,800
Bachelor of Science with Diploma in Education/ Bachelor of Science with Diploma in Education (Physical Education)	S\$22,800

However, since a student's education at the Institute is subsidized 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 the tuition grant are as follows:

Programme/Course	Direct Payment by student	Tuition Grant
Postgraduate Diploma in Education	S\$1,080 (S\$32.40)	S\$12,920
Postgraduate Diploma in Education (Physical Education)	S\$ 540 (S\$16.20)	S\$13,460
Diploma in Education	S\$ 540 (S\$16.20)	S\$13,460
Diploma in Physical Education	S\$ 540 (S\$16.20)	S\$13,460
Bachelor of Arts with Diploma in Education/	S\$3,900 (S\$117.00)	S\$14,900
Bachelor of Arts with Diploma in Education (Physical Education)		
Bachelor of Science with Diploma in Education/	S\$4,850 (S\$145.50)	S\$17,950
Bachelor of Science with Diploma in Education (Physical Education)		

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

Fees

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

Postgraduate Diploma in Education

Fee	PGDE	PGDE(PE)
Direct Tuition Fee	\$1,080 per annum	\$540 per annum
Registration Fee* (payable on admission)	\$5.15	\$5.15
Group Personal Accident Insurance Fee	\$2 per annum	\$12.50 per annum
Computer Fee*	\$10.30 per annum	\$10.30 per annum
Laboratory Fee* (for laboratory-based courses)	\$15.45 per annum	\$15.45 per annum
Examination Fee: Fee for late entry to examination	\$10	\$10

Diploma in Education/Diploma in Physical Education

Fee	Dip Ed	Dip PE
Direct Tuition Fee	\$540 per annum	\$540 per annum
Registration Fee* (payable on admission)	\$5.15	\$5.15
NTU Students' Union Entrance Fee*	\$10.30	\$10.30
NTU Students' Union Annual Subscription Fee*	\$24.72 per annum	\$24.72 per annum
Group Personal Accident Insurance Fee	\$2 per annum	\$12.50 per annum
Computer Fee*	\$10.30 per annum	\$10.30 per annum
Laboratory Fee* (for laboratory-based courses)	\$15.45 per annum	\$15.45 per annum
Examination Fee: Fee for late entry to examination	\$10	\$10

**Bachelor of Arts with Diploma in Education/Bachelor of Arts with
Diploma in Education (Physical Education)**

Fee	BA with Dip Ed	BA with Dip Ed (PE)
Direct Tuition Fee	@\$3,900 per annum	@\$3,900 per annum
Registration Fee* (payable on admission)	\$5.15	\$5.15
Computer Fee*	\$10.30 per annum	\$10.30 per annum
NTU Students' Union Entrance Fee*	\$10.30	\$10.30
NTU Students' Union Annual Subscription Fee*	\$24.72 per annum	\$24.72 per annum
Group Personal Accident Insurance Fee	\$2 per annum	\$12.50 per annum
Laboratory Fee*	\$15.45 per annum	\$15.45 per annum
Microscope Fee#	\$46.35 per annum	\$46.35 per annum
Examination Fee: Fee for late entry to examination	\$10	\$10

⑥ This rate applies to Singapore citizens and Singapore Permanent Residents only. Asean students pay \$5,850 p.a. (with tuition grant of \$12,950) and other foreign students pay \$7,800 p.a. (with tuition grant of \$11,000).

* The figures given above are GST inclusive.

Payable by all students using a microscope.

**Bachelor of Science with Diploma in Education/Bachelor of Science
with Diploma In Education (Physical Education)**

Fee	BSc with Dip Ed	BSc with Dip Ed (PE)
Direct Tuition Fee	@ \$4,850 per annum	@ \$4,850 per annum
Registration Fee* (payable on admission)	\$5.15	\$5.15
Computer Fee*	\$10.30 per annum	\$10.30 per annum
NTU Students' Union Entrance Fee*	\$10.30	\$10.30
NTU Students' Union Annual Subscription Fee*	\$24.72 per annum	\$24.72 per annum
Group Personal Accident Insurance Fee	\$2 per annum	\$12.50 per annum
Laboratory Fee*	\$15.45 per annum	\$15.45 per annum
Microscope Fee#	\$46.35 per annum	\$46.35 per annum
Examination Fee: Fee for late entry to examination	\$10	\$10

@ This rate applies to Singapore citizens and Singapore Permanent Residents only. Asean students pay \$7,300 p.a. (with tuition grant of \$15,500) and other foreign students pay \$9,700 p.a. (with tuition grant of \$13,100).

* The figures given above are GST inclusive.

Payable by all students using a microscope.

Rules on Payment of Fees

- 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.**

Appointment as Trained Teachers

Upon successful completion of training, trainees will be considered for appointment as trained teachers. The monthly salary is as follows:

General Education Officer I (Graduates)

\$1680 X 160 - 3920/4105 X 185 -5030

Promotion Grades

General Education Officer IA : \$3190 X 190 - 5280

Senior Education Officer I : \$4145 X 230 - 4835/5065 X 285 - 5920

Senior Education Officer IA : \$5355 X 285 - 6210 : 6495 : 6785

Superscale Grades : \$7600 *8400 *9200 *10000 *10850
*11700 *12900 *15200

* Indicates promotion to the next grade

General Education Officer II (Non-Graduates)

\$850 X 70 - 920/1010 X 70 - 1360/1475 X 90 - 1835/2020 X 120 -3100/3240
X 120 - 3840

Promotion Grades

General Education Officer IIA : \$1850 X 150 - 2600/2800 X 150 - 4000

Senior Education Officer II : \$2800 X 150 - 4450

Senior Education Officer IIA : \$4100 X 210 -4940 : 5200 : 5450

In addition to the monthly salary, officers may be paid non-pensionable variable payment (NPVP) and annual variable component at prevailing rates.

Salary Starting Point

The starting monthly salary for a graduate teacher with an Honours degree is \$2160 (or \$2244.60 gross), with a Pass degree with merit is \$1840 (or \$1914.28 gross) and with a Pass degree is \$1680 (or \$1749.13 gross). For graduate teachers who have undergone the Postgraduate Diploma in Education (Physical Education) programme, the starting monthly salary is \$2320 (or \$2409.75 gross) for Honours degree holders, \$2000 (or \$2079.44 gross) for Pass degree with merit holders and \$1840 (or \$1914.28 gross) for Pass degree holders. The starting monthly salary for non-graduate teachers with 'A' level qualifications is \$1150 and Polytechnic diploma is \$1290.

Candidates appointed after full-time National Service to the service of the Singapore Government may be granted incremental credits according to the period served.

Leave of Absence

Students who cannot attend classes for any good reasons must apply for leave of absence.

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 5 days in advance. Students should not go on leave until approval has been obtained.

MOE-sponsored candidates attending NIE programmes such as the Further Professional Diploma in Education and Diploma in Educational Administration, must adhere to para H22 of Instruction Manual No.2 which states that an officer must seek permission from his leave approving officer if he wishes to spend his leave outside Singapore except for places within the Johore Bahru town limit. In view of this regulation, MOE-sponsored candidates intending to leave the Republic during the NIE vacation or on weekends during the NIE term-time, must apply for permission from the Principals of the schools they were attached to prior to the commencement of their NIE programmes.

When a student is granted medical leave, the medical certificate should be submitted to the Student Affairs Division as soon as it is practical.

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

NIE bursary/scholarship holders are not eligible for the above loans. However Year 3 and Year 4 undergraduate students who are not on bursaries are eligible to apply for these loans.

Student loan funds, bursaries, and other awards are handled by the Student Affairs Office in Jurong 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) Bachelor of Arts/Science with Diploma in Education

d) Bachelor of Arts/Science with Diploma in Education (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 Loans and Mendaki Tertiary Tuition Fee Subsidy will be made known in early June. Students are to refer to the Student Affairs noticeboard outside the NIE Library for the availability of the various awards and loans.

Applications must be made 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 AM/SL 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 - through AM/SL 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 and Year 2 Dip Ed/Dip PE 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.

Prizes and Awards

<u>Name of Award</u>	<u>Type/Value</u>	<u>Criteria for Award</u>
Dr Ruth Wong Medals	4 Gold Medals	<p>One gold medal each is awarded to the best student of the following programmes:</p> <p>Diploma in Educational Administration (Primary) Diploma in Educational Administration (Secondary) Further Professional Diploma in Education (Primary) Further Professional Diploma in Education (Secondary).</p>
K Kulasegaram Awards	2 Cash Awards of \$2500 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>
Rotary International 75th Anniversary Gold Medals	5 Gold Medals and 5 Certificates	<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>

<u>Name of Award</u>	<u>Type/Value</u>	<u>Criteria for Award</u>
Singapore Teachers' Union Book Prizes	2 Book Prizes of \$500 each	One prize each is awarded to the best student in the Postgraduate Diploma in Education (Primary) programme and Postgraduate Diploma in Education (Secondary) programme.
The Jurong Shipyard Gold Medal	1 Gold Medal	The medal is awarded to the best overall student in the subject History in the final examination for the degree of Bachelor of Arts with Diploma in Education.
Sng Yew Chong Award	1 Gold Medal, 1 Gold Pin and \$500 Cash Prize	The medal with gold pin and \$500 cash prize is awarded to the top final year student in the Bachelor of Science with Diploma in Education course who has shown outstanding performance in the teaching of Science.
Wong Hee Hua Memorial Prizes	2 Cash Prizes \$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> <ol style="list-style-type: none"> 1. Mathematics 2. Music

<u>Name of Award</u>	<u>Type/Value</u>	<u>Criteria for Award</u>
NTU Alumni Prizes	2 Cash Prizes of \$300 each	<ol style="list-style-type: none"> 1. 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. 2. 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.
SPC Book Prizes	2 Book Prizes of \$250 each	The Book Prizes are awarded to the best overall students in the subject History in the first and second examination for the degree of Bachelor of Arts with Diploma in Education.
Wu Teh Yao Book Prize	1 Book Prize of \$300	The prize is awarded to the best student in Chinese Language in the final year of the course leading to the Honours degree of Bachelor of Arts with Diploma in Education.
British Council Gold Medal	1 Gold Medal	The medal is awarded to the best overall student in the subject English Literature in the final examination for the degree of Bachelor of Arts with Diploma in Education.

Student Counselling Service

At the Institute, student counselling service is available upon request from students, provided by qualified counsellors from the Division of Psychological Studies, School of Education. Students may approach Head, Division of Psychological Studies at Room 214, Oei Tiong Ham Building, to make a request for a counsellor to be assigned to them. Alternatively, they could obtain help through referral by their own course lecturers or tutors.

Facilities

Computer Services Centre

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

The Centre is equipped with an IBM mainframe and a VAX 4000 Mini-Computer. The IBM is used to support the Research Computing, Administration, Management and Decision Support Systems. The VAX 4000 is supporting the Library Automation System and Office Automation Systems. Special equipment like OMR and SAS software have been centralised in the Centre to allow sharing of resources among the staff.

The Centre also focuses on End-User Computing whereby training and consultancy services are provided to staff for the use of computer facilities and academic computing needs. Workstations are installed with MSDOS, Window, Microsoft Office software, Computer Based Training software and electronic mail software for the users.

The Campus computing facilities are distributed to every user desk by a State-of-Art Fiber Network Infrastructure. Main computer, Information servers, workstations and printers are integrated with the personal computer so that staff and students not only can make use of the computer facilities through the fiber networking infrastructure, also can gain access to the NTU computer facilities for research purposes and overseas computing facilities through Bitnet and Internet network services for group discussion and remote transfer of information.

The computing facilities in NIE are for NIE students and staff only. The administrative functions are segregated from students and academic staff for security and confidentiality. The Centre treats acts of computer hacking, software pirating, damaging of computer equipment and disclosure of personal privileges (user ID and password) to others as serious offences and will take severe disciplinary actions against offenders. Each NIE student and staff must register with the Centre for a user ID to gain access to the computing facilities.

Educational Computing Laboratories

For the purpose of teaching computer education courses to all pre-service and further professional course participants, three computing laboratories have been set up. Since July 1986, the laboratories have been used to run 3 levels of courses to teach the participants to use the computers as tool, tutor or tutee. Academic staff members also use the computers to create their own teaching materials.

To enable students to work on different systems of computers, different types of computers with unique software and courseware have been installed. One of the laboratories consists of 16 Macintosh computers and 4 BBC computers. Another two laboratories have 42 IBM and IBM compatible computers with 10 printers each.

Library

The NIE Library is a component of the NTU Library system. It has a seating capacity of 480 and houses a collection of approximately 185,000 books and bound periodicals in the 4 official languages. Besides the general book collection, the library also has a range of special resources, including tests, theses and ERIC documents in microform, and a wide variety of compact discs (music), slides, art prints, video cassettes and other media. It also receives about 1,000 current periodicals. Most materials are arranged on the open shelves by subject according to the Library of Congress classification system. The tests and microfilms are contained in the Reference Library.

AV materials and the necessary playing equipment are housed in the Media Room. Access to these holdings is provided through an online catalogue.

22 microcomputers are available for students' use in the library, 16 of which are networked and run Windows software. There are also a number of microfilm reader/printers and self-service photocopiers.

Library services include access to electronic databases. The Library currently subscribes to three CD-ROM databases, namely, ERIC, Linguistics and Language Behaviour Abstracts, and Sport Discus. Students may search these databases via any microcomputer connected to the campus network. Online access to remotely stored databases such as DIALOG may also be arranged. Additional information about the online search service is available at the Reference Desk.

The inter-library loan service, which supplements the NIE Library's collection, is available for higher degree students engaged in research.

All students must register with the library. Upon registration, they may use the matriculation card or student registration card to borrow library materials. Fines are charged for overdue loans.

The opening hours are as follows:

During term	Monday to Friday	8.30 am - 6.00 pm
	Saturday	8.30 am - 5.00 pm
During vacation	Monday to Friday	8.30 am - 5.00 pm
	Saturday	8.30 am - 1.00 pm

Further information on the NIE Library is available in the Guide to the NIE Library which is given to all students on enrolment. New students are encouraged to attend one of the library briefing sessions at the beginning of the academic year.

Sports and Games Facilities

There are outdoor and indoor sports facilities available at the Institute's School of Physical Education Sports Complex. The outdoor facilities include a 6-lane athletic track with a centre pitch suitable for both soccer and rugby, a hockey pitch, an Olympic size swimming pool and a teaching pool. There are 5 outdoor courts which can be used for basketball, netball and volleyball and 5 tennis courts. There are also 2 separate courts available for sepak takraw. 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 in the School.

Canteens

There are 2 canteens in the campus. Canteen 1 is located on the first storey of the Students' Recreation Centre and is self-service. It is open from 7.30 am to 5.00 pm on Mondays to Saturdays. There are also three food stalls outside the canteen extension. Canteen 2 is located in the Staff House. It is open from 7.30 am to 8.30 pm on Mondays to Fridays and from 7.30 am to 2.30 pm on Saturdays. In addition, there are seven food stalls in the Staff House extension.

Students' Lounge

There are 2 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 twice a day by Singapore Telecom except on Saturdays when there is only one collection. There is no mail collection on Sundays.

Public Payphones

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

Telecom Call Zone Base Station

Singapore Telecom's call zone service is available from 2 locations in the campus. The 2 call zone stations are located in the Staff House porch and the lobby of the Students' Recreation Centre.

Car Parking Facilities

Car parks in the campus have been designated for staff and visitors. 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 Building, 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 adjacent to the Staff 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 nine 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. Through its sub-committees, the Students' NIE Club also 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 annually to be the Second Advisor.

Other Student Organisations

Besides the Students' NIE Club, there are other student organisations in the Jurong and Bukit Timah campuses which cater to a variety of interests among the students. Details of student clubs and societies in Jurong 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 an independant student body registered with Registrar of Societies or as sub-clubs of some of the clubs/societies in Jurong campus. The objective of the sub-clubs is to organise activities for students on Bukit Timah campus on behalf of their parent clubs in Jurong campus. These sub-clubs include:

Buddhist Society

Campus Crusade for Christ

Catholic Students' Apostolate

Chinese Society

Christian Fellowship

Legion of Mary

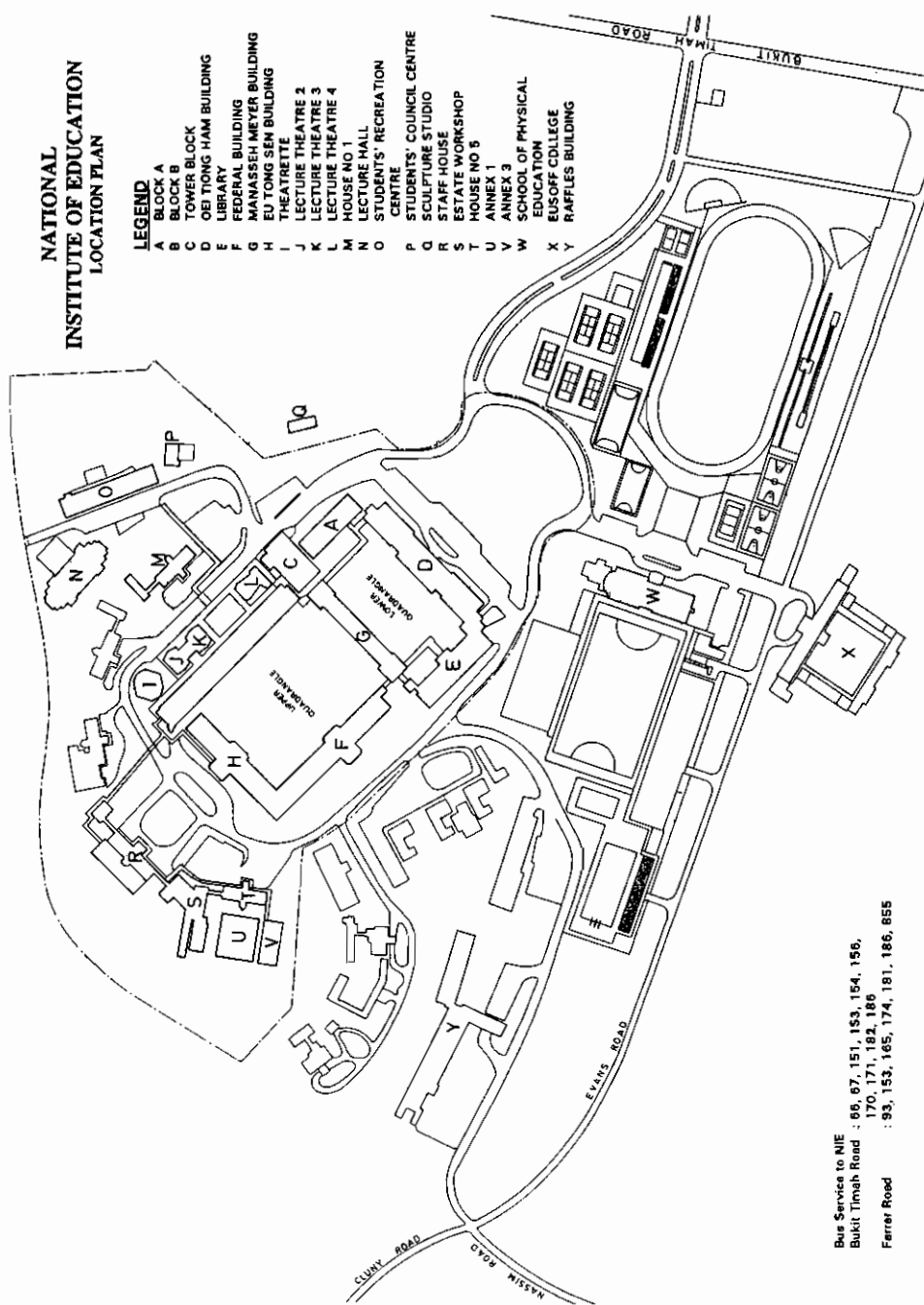
Welfare Services Club

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 Jurong campus.

NATIONAL INSTITUTE OF EDUCATION LOCATION PLAN

LEGEND

- A BLOCK A
- B BLOCK B
- C TOWER BLOCK
- D OBI TONG HAM BUILDING
- E LIBRARY
- F FEDERAL BUILDING
- G MANASSEH MEYER BUILDING
- H EU TONG SEN BUILDING
- I THEATRETTTE
- J LECTURE THEATRE 2
- K LECTURE THEATRE 3
- L LECTURE THEATRE 4
- M HOUSE NO 1
- N STUDENTS' RECREATION CENTRE
- O STUDENTS' COUNCIL CENTRE
- P SCULPTURE STUDIO
- R STAFF HOUSE
- S ESTATE WORKSHOP
- T HOUSE NO 5
- U ANNEX 1
- V ANNEX 3
- W SCHOOL OF PHYSICAL EDUCATION
- X EUSOFF COLLEGE
- Y RAFFLES BUILDING



Bus Service to NIE
Bukit Timah Road : 66, 67, 151, 153, 154, 156,
170, 171, 182, 186
Farer Road : 93, 153, 165, 174, 181, 186, 855