

**NUS BUSINESS SCHOOL  
INDEPENDENT STUDY COURSE (ISC) APPLICATION FORM**

**Please read the following instructions:**

1. This form must be completed by students applying to read Independent Study Course (ISC) after discussion with the supervisor.
  2. The supervisor should be a full-time faculty member of NUS Business School.
  3. All sections of this form must be completed. Changes to the format of this form (e.g. delete a section or a question etc.) is not allowed.
  4. Students may attach additional pages (if needed) to support your proposal.
  5. Each ISC is read at 4 units.
  6. Each student is allowed to read up to a maximum of 8 units of ISC/Advanced ISCs within the candidature, where only 4 units can be used to count towards a specialisation (relevant to 2017 curriculum), BIZ primary major, second major or minor (relevant to 2023 BBA curriculum).
  7. Please submit the completed form (with necessary supporting documents) **no later than the Monday of Week 1 in Semester 1 or 2** of the Academic Year.
  8. Each submission is subject to review. Students should not start working on the ISC unless it has been officially approved by BIZ Assistant Dean (Undergrad Academic). You should save this file and send it to Mr. Kelvin Tan (kelz@nus.edu.sg) and name the file using the following naming convention: (your student number)-(course code in this application)-(semester and academic year).
  9. By submitting the form, students hereby declare that the information provided in this submission is true, accurate, and complete to the best of their knowledge and belief.
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1. Name of Student: \_\_\_\_\_
2. NUS Student Number (AXXXXXXXX): \_\_\_\_\_
3. NUS Email Address: \_\_\_\_\_
4. Declared Specialisation (For Academic Year 2017 curriculum)/Declared Majors (for new BBA curriculum 2023 onwards):  
\_\_\_\_\_
5. Academic Year/Semester: \_\_\_\_\_
6. Course Code and Title in this application: \_\_\_\_\_
7. Title of your research in this ISC: \_\_\_\_\_
8. If you have previously completed ISCs in the prior semesters, list them here:  
\_\_\_\_\_
9. When did you complete the last ISC (if applicable):  
Academic Year \_\_\_\_\_ Semester: \_\_\_\_\_

10. Which part of your curriculum does this ISC count towards? (e.g. BIZ primary major, BIZ second major/minor etc). \_\_\_\_\_

11. Explain the following

- a) Why this ISC is important to you?
- b) Why are the existing classroom courses not suitable for meeting your learning needs?

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12. List the learning objectives (LOs) to be met in the ISC:

(Please list a minimum of 3 and up to a maximum of 7)

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13. How will your ISC be assessed by your supervisor? Discuss with your supervisor and indicate a **minimum of 3** assessment components.

**Please note that the learning objectives that you have indicated above must be consistent with the assessment components indicated below.**

Assessment Component	Weightage (%)	LOs Tested
Total	100%	

14. Elaborate on the requirements of each assessment mode. What is required of you as a student to submit to your supervisor for grading?  
e.g word count, number of slides, format of your report, etc



14. ISC Topics and Assessment Schedule

<b>Week</b>	<b>Topic to be covered</b>	<b>LOs</b>	<b>Assessment to be submitted</b>

15. Review and approval by Supervisor

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

16. Review and approval by Head of Department

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

17. For BBA Office use ONLY

Review by Assistant Dean/Vice Dean\*

Name: \_\_\_\_\_

Decision:   Approved   Not Approved

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Updated in CourseReg by

Name: \_\_\_\_\_

Date: \_\_\_\_\_