

Notes to Student:

- Please read carefully the attached "Guidelines on International Arbitration & Dispute Resolution Research".
- Please submit the completed Application Form to the Student Counter.
- Deadline for submission of the Application Form: Semester 1 – Friday, 13 August 2021
Semester 2 – Friday, 14 January 2022
- If you have any queries, please email to lawgrad@nus.edu.sg.

A. TO BE COMPLETED BY STUDENT

Name: _____ Student ID.: _____

Contact No.: _____ Email: _____

Programme: **LLM (International Arbitration & Dispute Resolution)****Please list the elective modules read to date***(If you have done another Directed Research (DR) previously, please provide the topic)*

Proposed Topic & Abstract *(Please attach separate sheet for Abstract)*

Proposed Supervisor(s)

Name of Supervisor: _____

Name of Co-Supervisor, if any: _____

Proposed number of weekly contact hours with supervisor(s): _____

DECLARATION BY STUDENT

1. I hereby declare that I have not previously written a DR paper in this area, whether as a substantial DR in IADR Research, or in partial fulfilment of a module requirement, or otherwise.
2. I confirm that I have read and understood the Guidelines on IADR Research and the Ethical Conduct Guidelines.
3. I will not attempt to communicate with the independent examiner on matters relating to the DR.
4. I hereby declare that I am not a Research Assistant to the proposed Supervisor/Independent Examiner.

Signature of Student_____
Date

1. General

- (a) Students may undertake to write a Directed Research (DR) paper in the 5-credit IADR Research module.
- (b) No student without the permission from the Vice-Dean, Graduate Studies shall undertake more than one DR in each programme.
- (c) Students will not be allowed to do a DR in an area which they have already written a DR paper at NUS or another tertiary institution, whether
 - as DR or in partial fulfilment of a module requirement; or
 - they have obtained a pass or fail grade in that DR/module.
- (d) Students will not be allowed to do a DR in an area which they have read as a module at NUS or another tertiary institution, whether they have obtained a pass or fail grade in the module.
- (e) Research Assistant who wants to do a DR, the following conditions must be fulfilled:
 - The work has not been submitted for any other piece of assessment at NUS;
 - Students will not use a significant part of the research or report done for the research work in the UROP;
 - The faculty member (for whom the student served as research assistant) is neither the supervisor nor independent examiner.
- (f) In case of doubt, students should consult the Vice-Dean, Graduate Studies at lawgrad@nus.edu.sg.

2. Supervisors

- (a) All students wishing to undertake such DR must obtain the approval of a supervisor(s).
- (b) Supervisors should not be adjunct/visiting faculty unless approved by Vice-Dean, Graduate Studies.
- (c) For information on research interests of each academic staff member, please refer to the Faculty of Law's website at: https://law.nus.edu.sg/about_us/faculty/staff/staffdiv.asp
- (d) Students must first discuss their proposed topic and the time frame within which the DR is to be carried out with their supervisor and obtain the supervisor's approval.
- (e) If the proposed topic is not directly within any listed area of research, or if students are unsure, they should first consult the Vice-Dean, Graduate Studies before approaching the supervisor.
- (f) Students must complete the IADR Research Application Form, have it approved and signed by the supervisor and return it to the Office of Academic Affairs by the application deadline.
- (g) If a student wishes to change the topic after it has been approved, a new approval is required from their supervisor. A new form will also have to be signed by their supervisor and submitted to the Office of Academic Affairs.

3. Independent Examiner

Students are not permitted to communicate with the Independent Examiner on matters relating to the DR.

4. Word Limit

The word limit shall not exceed 10,000 words (excluding footnotes, appendices, bibliography, maps, charts, statistical tables, graphs and illustrations). This is a strict word limit.

5. Contact Hours with Supervisor(s)

Once the supervisor(s) has formally approved the topic for the DR proposed by the student, the student should see the supervisor(s) to arrange for weekly meetings.

6. Period of DR & Deadline for Submission of DR

- (a) DR will normally coincide with the semester which the student is registered. The DR is due on the **Friday of Week 12**.
- (b) In case of late submission, the supervisor(s) and independent examiner **shall have the discretion to impose a reasonable penalty**, with the consent of the Vice-Dean, Graduate Studies, unless in the opinion of the supervisor, there are extenuating circumstances to account for the delay. All requests for extensions must have the written approval of Vice Dean, Graduate Studies.

7. Format of Directed Research

- (a) Each student is to hand in **an electronic copy and 2 hardcopies** (ring-bound) of the DR to the Office of Academic Affairs.
- (b) The cover of the ring-bound copy shall contain the following information:
 - Title of DR
 - Name of Student
 - The words "Faculty of Law, National University of Singapore"
 - "International Arbitration & Dispute Resolution Research in part fulfilment of the requirements for the [Name of Acad Program Enrolled In]"

DRs should be double-spaced with font sizes between 11-12 points (serifed fonts) for main body text and 9-10 points for footnotes. Footnotes should appear at the end of each page and not as endnotes.

- (c) In addition to the text, the DR should contain the following:
 - Table of Contents
 - Appendices
 - Bibliography
- (d) In addition to the printed copies, the student should also submit an electronic copy (MS Word) via IVLE folder, IADR-DR Electronic Copy (MS Word), in the following format - <ModuleCode>_IADRR_<MatriculationNo>_FINAL.
- (e) Please note that graded copies of DRs will not be returned to students.

8. Marking/Grading Criteria

While supervisors may have specific criteria, the following factors will generally be taken into account in the assessment:

(a)	Research	<ul style="list-style-type: none">• Quantity of Research• Quality (Depth and Breadth) of Research
(b)	Writing and Communication	<ul style="list-style-type: none">• Grammar• Sentence Structure• Sequence of Thought• Logic• Organisation• Style
(c)	Thesis and Argument	<ul style="list-style-type: none">• Definition• Development• Coherence• Conclusion• Independent Thinking, Originality and Creativity

9. Plagiarism

- (a) Students have been given notice to read and understand the **Ethical Conduct Guidelines** (http://law.nus.edu.sg/student_matters/ethical_conduct.html) and to sign a declaration.
- (b) The University takes a very serious view of students who have been found to have committed plagiarism. Where plagiarism is established, the student will face disciplinary consequences and the DR may be given a "FAIL" grade.