SMU Master of Laws Document Checklist (V2024-2025)

	No	Document	Requirements
☐	1	Identification Document(s)	- Singapore Citizen: A copy of NRIC - Singapore Permanent Resident: A copy of NRIC, passport and re-entry permit - Foreigner: A copy of your passport personal particulars page
☐	2	Two Referees	Two different referees are required. Please indicate the details of two referees in the online application form, including name, designation and email. The referees will be automatically notified to complete their evaluations online once the online application is submitted. It may take around 15mins to complete the online recommendation form. Where possible, at least one of the references should be from someone who has taught you or supervised your work in university studies. If applicant has left school for a long time and are unable to submit academic references, please provide 2 referees from your employers/colleagues/clients etc. The contents of the recommendation are confidential. Under no circumstance should the applicant be able to see the contents of the recommendation. If referee couldn't receive SMU email with referral link, please ask referee to check spam folders or contact LLM programme office at smullm@smu.edu.sg directly.
☐	3	Degree Certificate(s)	The copy of the degree certificate(s) certified by the issuing institution or a Notary Public/Commissioner of Oath. Place all degree certificates (such as bachelor and master) in one(1) PDF file.
☐	4	Transcript(s)	The copy of the official transcript(s) certified by the issuing institution or a Notary Public/Commissioner of Oath. Place all official transcript (such as bachelor and master) in one(1) PDF file.
☐	5	CV	A concise resume that provides chronological information about your educational background, work experiences and accomplishments. Up to two(2) A4 pages.
☐	6	Statement of Purpose	All applicants are required to submit a detailed personal statement based on the questions in the online application system.
☐	7	IELTS/TOEFL	English proficiency test results (TOEFL or IELTS) for all international applicants except those from English-medium institutions in Australia, Canada, Hong Kong, Ireland, New Zealand, Philippines, the United Kingdom and the United States. Scores that are more than 2 years old will not be accepted. More details, please refer to the 'Admission Criteria'. If applicant was willing to apply for English Proficiency Test wavier, please submit the online application first with required documents apart from IELTS/TOEFL, then request waiver via email (smullm@smu.edu.sg) with specific reasons. The result will depend on the admission committee.

☐	8	Other Test	GRE/GMAT and SMU Admission Test (SMUAT) is not required to LLM programme.
☐	9	Application Fee	Payment for the application fee (SGD 100) must be done online via debit/credit card (Visa or MasterCard). The check is not acceptable anymore. DO NOT pay the 'Optional Fee: 1st Attempt for SMU Admission Test (S$125)' which is not required by LLM programme. LLM written test is free. All fees paid at the application and matriculation stages are non-refundable in any case.
☐	10	Other supporting documents	If any other significant supporting documents, please send to smullm@smu.edu.sg with applicant full name and application reference number. Please save all other documents in one(1) PDF file, up to 6 A4 pages.