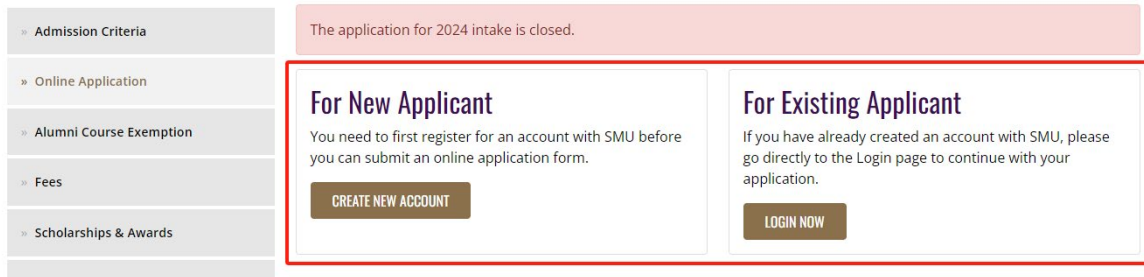
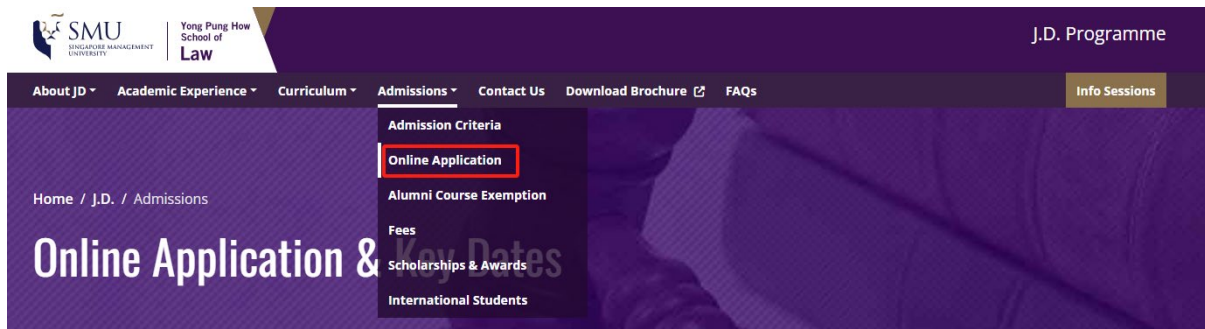


Step By Step Guide for JD Online Application

(Jul 2024 Version)

1. Navigate to the SMU JD [website](#), navigate to the 'Online Application' under the 'Admissions' tab. Click either button based on your identity.
 If you were new applicant, please create a new account following the instructions in the next step.
 If you were an existing applicant who is SMU alumni or applied for any SMU programme(s) before, please login with your username and password by clicking the 'Login Now' button, then proceed to step 3.



2. For new applicants, please pay close attention to **Personal Details**. If the citizenship status was selected as '**Foreigner**', but you don't have a valid pass issued by Singapore ICA, such as an Employment Pass, Dependent Pass or Student Pass, please leave the **FIN Number**, **FIN Expiry Date** and **Pass Type** fields blank.

Personal Details *

	Prefix *	Full Name as in NRIC/Passport *	Family Name/Surname *
	<input type="text" value="- Select -"/>	<input type="text"/>	<input type="text"/>
	Gender *		
	<input type="radio"/> Male <input type="radio"/> Female		
	Date of Birth *	Birth Country *	
	<input type="text" value="dd/MM/yyyy"/>	<input type="text" value="China"/>	
	Citizenship Country *	Citizenship Status *	
	<input type="text" value="China"/>	<input type="radio"/> Singapore Citizen <input type="radio"/> Singapore PR <input checked="" type="radio"/> Foreigner	
	FIN Number	FIN Expiry Date	Pass Type
	<input type="text"/>	<input type="text" value="dd/MM/yyyy"/>	<input type="text" value="- Select -"/>
	Passport Number *		
	<input type="text"/>		

- In current online application system, applicants can apply for up to 3 master programmes simultaneously. Students who are interested in JD and LLM can apply for both programmes in a single form. Then click **'Save and Continue'** to enter additional required information.

Seek for your attention, SMU JD is a full-time programme only.

Programme Details

Please indicate your choices and priorities according to your preference. Consider your interests and aptitude very carefully when making your selection.

PRIORITY	PROGRAMME	REORDER
1	Juris Doctor Full-Time 2023-24 Term 1	↑ ↓
2	Master of Laws Full-Time 2023-24 August Term Law and Technology	↑ ↓
3	- Select - - Select -	↑ ↓

- At the Education section, if you couldn't find your university/institute from the dropdown list, please key in **'Other University'**, then manually enter the university/institute's name.

Add Education

College/University *
Other University

School

If others, please specify *

College/University Country *
- Select -

Programme Type *
- Select -

Education Type *
- Select -

Degree *

Field of Study *

- Click text highlighted in yellow to upload your degree certificate and official transcript. If you would like to upload both bachelor and master degree rolls, please combine all degree certificates in one PDF file. The same for transcripts.

Education *

You do not need to key in your pre-university qualifications. [+ ADD EDUCATION](#)

TEST 2022

TEST

PROGRAMME TYPE	EDUCATION TYPE	FIELD OF STUDY
Full Time	Bachelor's Degree	Law

3.8/4
First Class

[Official Transcripts \(pending - click here to upload\)](#)
[Degree Scroll \(pending - click here to upload\)](#)

- The IELTS or TOEFL score is required if your degree was not conducted in English. Please enter your test score and upload test report by click the text highlighted in yellow. Please leave the GRE/GMAT and SMUAT fields blank or choose 'NO'. These tests are not required by SMU JD.

English Proficiency ↗

Only results obtained within the last 2 years will be considered.

+ TOEFL
+ IELTS

📎 TOEFL/IELTS Test Score (pending - click here to upload)

Aptitude Test

Only results obtain within the last 5 years are considered

+ GMAT
+ GRE
+ SMUAT

📎 GMAT/GRE Test Score (pending - click here to upload)

FOR ALL PROGRAMMES

If you do not have GMAT/GRE, would you like to opt to do the on-line admission test?
 If yes, the Graduate Programmes Office will contact you, after the application form is submitted, regarding the payment and test procedures.

Yes
No

- Two referees are required, please click the **'Add Referee'** button and enter accurate info, including full name, position and email address. The application system will email your referee with a recommendation link later. Please remind your referees to check the inbox or spam folders after the online application is submitted.

Referee * + ADD REFEREE

Programme(s) Applied
SMU-QMUL LLM Dual Degree

Referees Required
2

SMU-QMUL LLM DUAL DEGREE

1

NAME

ORGANISATION & POSITION

EMAIL ADDRESS RE-ENTER EMAIL ADDRESS

- At the **'Essays'** session, please enter your personal statement following the instructions online.

Personal Statement *

FOR ALL PROGRAMMES

Explain in 500-600 words your career and personal aspirations, and your motivation for pursuing the SMU programme(s) that you have applied to. *

Word Count: 1/600

Discuss in 500-600 words one of the following topics:

- (i) describe your greatest weakness and how you have tried to overcome it
- (ii) describe your outstanding talents, skills and inherent abilities that are not reflected in your academic qualifications and records
- (iii) describe the situation with the greatest ethical complexity that you have faced in your professional or academic life, and how your input helped resolved it. *

Word Count: 1/600

9. Please pay the \$S100 application fee at **‘Payment’** session. Once your online application is submitted and application fee is paid successfully, the programme office will start to evaluate your eligibility. It’s recommended to use Online Payment via a debit/credit card (Visa or MasterCard), the cheque is not accepted anymore. All fees paid at the application stage are non-refundable.

Payment

FOR ALL PROGRAMMES

PAYMENT ITEM	AMOUNT TO PAY (SGD)	STATUS
Application Fee	\$100.00	Pending Payment

METHOD OF PAYMENT

Online
 Other Payment Arrangement
 Promo Code

[PAY FEE](#)

10. Upon successful payment, please return to the online application system and finish the final step. If any compulsory information is missing, the system will highlight them in **RED**. Please verify and add additional required details.

The summary section provides an overview of the application details entered. To update your application details, please click on the section title (for e.g. Programme Details).

- The summary section provides an **overview** of the application details entered.
- To update your application details, please click on the section title (for e.g. Programme Details).

[PRINT](#) [EXPAND ALL](#)

Programme Details ▼

Academic Details ▼

Professional & CCA Details ▼

Essays ▼

Financial Support ▼

11. Please read the ‘Supplementary Questions’ and the ‘Declaration’ carefully, choose your responses or check ‘I agree’, then click the ‘Confirm and Submit’ button to submit your online application.

Supplementary Questions

FOR ALL PROGRAMMES

Have you previously applied for graduate admissions in SMU? *

Yes No

Are you currently enrolled in any other programme? Have you also applied to other universities? *

Yes No

Declaration Header

Please verify that your details and choices are correctly entered before proceeding to submit


1. I affirm that I have read and understood the instructions in the application package, and that the information given in this application form is correct and complete.
2. I understand that any inaccurate information or omission of information will render this application invalid, and that, if admitted on the basis of such information, I may be required to withdraw from the University, and the scholarship, if granted, will be withdrawn.

I agree


12. When you return to the **Dashboard** once an online application is submitted, the application status will change from ‘**Application in Process**’ to ‘**Submitted**’.

1 APPLICATION IN PROCESS


2 SUBMITTED




Programme Details




Academic Details




Professional & CCA Details




Essays



Financial Support

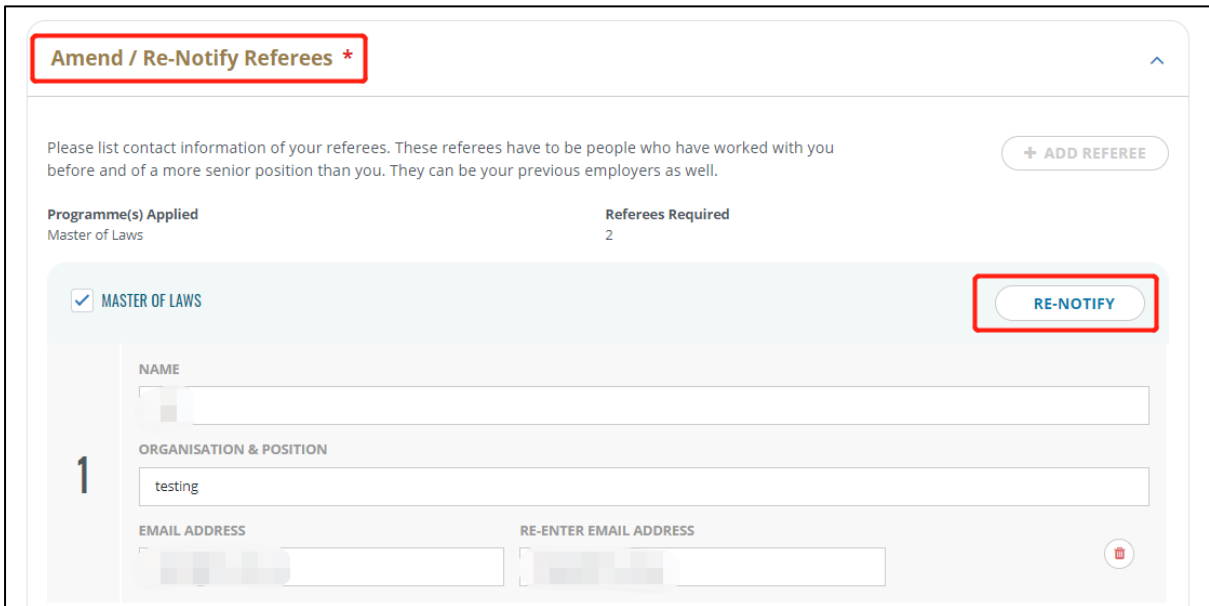


Personal Details

 Programme Details

13. The Recommendation Status can be checked under ‘**Amend / Re-Notify Referees**’ session. By clicking the “**RE-NOTIFY**” button, you can send reminder email to your referees. The ‘**RE-NOTIFY**’ option will vanish if the recommendation was submitted.

If no reply for any referee, you can add new referee at the ‘**Amend / Re-Notify Referees**’ as well.



14. The **hard copies** of all supporting documents are not required at the online application stage.
15. Only shortlisted applicants will be invited to the written test and interview, programme office will email you the available time slots. The application is on a rolling basis, the result will be announced within 2-3 weeks after the interview.

The 1-hour written test resembles a reading comprehension via a zoom meeting, 3-5 short essay questions following a long reading material. Legal knowledge is not required, it will focus on reasoning skills. You are allowed to check any online resources or notebooks during the test.

The admission interview will be conducted by 2 faculties and 2 JD candidates via zoom meeting.

16. In Dashboard, please don't pay the **Optional Fee: 1st Attempt for SMU Admission Test (\$\$125)** after the online application is submitted successfully, SMU JD programme doesn't require the SMU Admission Test. Seek for your attention again, all fees paid at the application stage are non-refundable in any case.

Payment		
FOR ALL PROGRAMMES		
PAYMENT ITEM	AMOUNT TO PAY (SGD)	STATUS
<input checked="" type="radio"/> Application Fee	\$100.00	Pending Payment
<input type="radio"/> Optional Fee: 1st Attempt for SMU Admission Test	\$125.00	Pending Payment

17. If any IT issues when preparing the online application, please contact the SMU IT Help centre with your full name, application reference number, full screenshot with error message or links if applicable.

- IT Help Centre Email: helpdesk@smu.edu.sg
- IT Help Centre Phone: +65 6828 0123