

From: Winnie Chua

Sent: Wednesday, 8 August, 2018 12:05 PM

Subject: <IMPORTANT> For CEG4 Students Graduating at the end of Sem 1, AY2018/19

Dear CEG4 Students

If you intend to graduate at the end of Sem 1, AY2018/19, please:

a) **check that you will be able to fulfill all requirements** (core modules including technical elective rules, ULR/GE and UEM) **to graduate** using the [FFG checklist](#) (as per your intake academic year). If you have yet to complete any of the graduation requirements, bid for the modules via CORS.

AND

b) **apply for graduation (AFG) via NUS Student Information System (SIS) from 27 Aug – 7 Sept.**

If you do not AFG, your name will NOT be in the graduation list and you will not be able to graduate. However, having applied/being able to apply for graduation does NOT mean you have fulfilled all graduation requirements. It only records your formal intention to graduate. You will still have to do a thorough check on whether you have completed all graduation requirements.

Notes:

1. It is **your responsibility to check** if you could fulfill all your graduation requirements (i.e. Programme/Major, ULR/GE and UEM requirements) and be able to graduate in Sem 1, AY2018/19.
 - You should NOT solely use the total number of MCs to check.
 - You should NOT solely depend on the 'My Graduation Audit Report' and/or 'My What-If Report' to check if you have fulfilled all graduation requirements.
 - You need to do a manual cross-check/'tick & check' using the [FFG checklist](#) and your unofficial transcript. If necessary, for the latter, refer to [user guides 'under Academics' via Student Portal](#).

Any shortage of MCs/module (less than the required MCs/module) will render students UNABLE to graduate in Sem 1, AY2018/19. As such, please do a thorough check while the CORS rounds are still ongoing, and bid for the required module(s).

Match your findings from the manual check (using FFG checklist and unofficial transcript) against your graduation audit report (refer to mail below); both should tally. If it doesn't, please flag to me; I will follow up in mid-Sept. Refer to point #3 below.

2. DDP students have to track the fulfillment of their requirements manually. Please refer to the [FFG checklists for CEG students in DDPs](#); do not presume that DDP students have the same requirements as students in single BEng(CEG) degree.
3. For students with approved module mappings/'exceptions' (e.g. transfer-in, streamed in from common engineering, NOC returnees), where applicable, please retrieve our earlier correspondence(s), and track the fulfillment of the requirements yourself.
FYI, graduation checks from my end will (only) start around mid-Sept or so i.e. I will only be able to 'grant exceptions' in SIS thereafter.
4. For USP students graduating in Sem 1, AY2018/19, please refer to [FoE USP page](#) and fill up the USP mapping form, with the proper approvals, as soon as CORS bidding is over. When you have done so, submit to Office of Undergraduate Programmes (OUP) @ EA-03-12. When the mappings have been approved (by my OUP colleague, Ms Lesley Poong), please forward a copy to me, by mid-Sept. For queries regarding the USP mapping form, please check with OUP or USP Office.
5. Please access and check/clear your NUSNET email regularly and update your contact details (address, contact number) via SIS.

For enquiries, email me at cegcnw@nus.edu.sg. PS: Type my email address instead of searching by name. There's a student with the same name.
For ease of correspondence, please retain email history and sign-off with your name and student number. FYI, emails sent from students' personal email accounts have been (randomly) routed to my spam/junk folder (which I don't check).

Students who fail to heed the above points and hence not fulfilling their graduation requirements on time, will bear the consequences of not being able to graduate in Sem 1, AY2018/19.

Thank you.
Regards
Winnie

Important: This email is confidential and may be privileged. If you are not the intended recipient, please delete it and notify us immediately; you should not copy or use it for any purpose, nor disclose its contents to any other person. Thank you.

From: Winnie Chua
Sent: Wednesday, 8 August, 2018 11:52 AM
Subject: Sem 1, AY18/19: AFG and Graduation Audit Report via SIS

Dear CEG4 and CEG3 Students [AY16 intake & Prior]

Some of you may have used the online Degree Requirements Check (DRC) in previous semesters. DRC is a FoE-wide portal that helps Engineering students to track their degree requirements.

With effect from Semester 1, AY2018/19, NUS is transiting to a new portal/function within the NUS Student Information System (SIS). Please refer to message below.

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Apply For Graduation (AFG)

'**Apply for Graduation (AFG)**' is a function available from AY2018/19, Semester 1 for undergraduates. If you are planning to graduate at the end of the semester, please indicate your intention to graduate via [SIS](#) > Self Service > Degree Progress/Graduation > Apply for Graduation.

Apply for Graduation Schedule

	Semester 1	Semester 2	Special Term (Part 1 & 2)
Undergraduate	27 Aug - 07 Sep 2018	14 Jan 2019 – 8 Feb 2019	17 Jun 2019 – 20 Jun 2019

My Graduation Audit Report and My What-If Report [available from Week 1 i.e. next Monday, 13 Aug 2018]

'**My Graduation Audit Report**' allows you to track your study progress and the graduation requirements that need to be fulfilled.

'**My What-If Report**' allows you to simulate various what-if scenarios with different set of academic program, major, second major or minor that you may be planning to take. It looks at the current set of academic program(s), plans you are taking and added/changed what-if program/plans, and it generates an overview of your degree progress based on the modules that you have passed, currently reading and/or added what-if modules.

My Graduation Audit Report	My What-If Report
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The report shows all the modules that students have passed up to the present.	The report shows - modules that you have passed - modules that students are currently reading - simulated modules
The report excludes modules that students are currently reading.	
The report cannot do simulation.	The report can simulate various my what-if scenarios with different set of academic programs, majors, minor or second major.

The current list of technical electives (TEs), in SIS, is outdated e.g. new CS/EE 3000/4000 modules (first offer this semester) not reflected. I will only be able to update the changes in the TE list in mid Sept (and mid Feb for sem 2). By now, you should be aware that all CS/EE-coded level 3000/4000 modules (not listed within the six CEG concentrations) may count as CEG TE Breadth/Depth. As such, please do not get overly anxious if say, a TE shows up as UEM (or vice versa). If necessary, you may email and flag to me. However, I won't be able to reply/follow up until mid-Sept.

Apply for Graduation and My Graduation Audit Report Schedule

The latest schedule for 'Apply for Graduation' and 'My Graduation Audit Report' are available at the 'AFG and My Graduation Audit Report' homepage found in the [Student Portal](#).

Students are advised to refer to the 'AFG and My Graduation Audit Report' homepage for the up-to-date schedule and other AFG and My Graduation Audit Report related information.

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Let me know if you require any clarification.

PS: Priority goes to CEG4 students graduating at the end of this semester, so I may not be able to reply until mid-Sept.

Regards
Winnie

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From: Winnie Chua
Sent: Wednesday, 25 July, 2018 3:52 PM
Subject: Important Announcements for CEG4 Students - AY2018/19, Semester 1

This email is meant for CEG4 students (AY15 direct, AY15 poly and AY16 poly intakes).

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2. Apply for Graduation (AFG)

If you are graduating at the end of Semester 1, AY18/19, please Apply for Graduation (AFG) via [myISIS](#) from 27 Aug – 7 Sept 2018 (week 3 & 4).

[Navigation after login: Self Service > Degree Progress/Graduation > Apply for Graduation].

Do check that you have fulfilled all requirements to graduate, using the [FFG checklist](#) (as per your intake year). For students who cannot AFG via SIS due to whatsoever reasons, please flag to me.