Thank you for your interest in the Master of Science in Business Analytics (MSBA) Programme for the August 2026/27 intake

Application Cycle: Opens: 6 October 2025 Closes: 31 January 2026

When applying for multiple master's programmes via the GDA3 portal, you will receive unique IDs and application numbers for each programme. Use the correct ID and application number in all email correspondences with us for efficient processing.

Please read the following information and instructions for application carefully:

1. There is **NO** need to submit any hardcopy of your application form or other relevant documents unless otherwise stated. This **includes GRE/GMAT test reports**.

2. Applicants **do not** have to submit any English Language Test (e.g., IELTS/TOEFL).

3. Once you have submitted your application, there will be **NO** resubmission of any documents, including GRE/GMAT test scores.

4. Only documents uploaded via the GDA3 application portal will be used for admission review. The NUS MSBA admission team will disregard **ANY** documents not submitted via the GDA3 application portal; this includes emails and postal mails sent to the admission office.

5. A non-refundable **application fee of SGD100** applies for every submission. This fee is **non-refundable** if an application is rejected or withdrawn.

6. Ensure all required documents are uploaded and the application fee is paid before clicking "Submit". Otherwise, your application will be deemed incomplete and will not be processed.

7. Once you have submitted your application, it will be sent for review, and your application status will be updated accordingly in the application portal. Check back regularly for updates.

Document Checklist

Documents to Upload
1. Degree scroll / certificate / student status letter 2. Transcripts / mark sheets 3. Resume / CV 4. Financial support documents 5. National ID (NRIC / Passport) 6. Passport-size photo
Application Essay
1. Personal statement on AI and Business Analytics
Optional Document
1. GRE/GMAT test score report 2. Other documents as necessary
Scholarship Application Essay *(if applicable)*
1. Personal statement for scholarship application

A FULLY COMPLETED APPLICATION FORM IN THE GDA3 SYSTEM SHOULD INCLUDE:

Upon accessing the application page, you'll find 14 sections to complete. The review section allows you to review and confirm all your entries and documents before final submission. Ensure thorough verification before submitting. You can find step-by-step instructions on the main instruction page, so please take a moment to go over the instructions for your submission.

Home

Instructions

Personal Particulars

Academic Qualifications

Test Scores

Publications/ Awards/ Certifications/ Etc

Employment History & Other Experiences

Current & Past NUS Application(s)

Application to Other Institutions

Source of Finance

Referees

Supporting Documents

Health Information

Declarations

Review Before Submission

Please refer to the Applicant guide to the Graduate Admission System here before you start the application process

Step 1: Personal Particulars

- Please enter your personal particulars accurately.

Step 2: Academic Qualifications

- **Please include <u>ONLY</u> your postgraduate or undergraduate degree in this field**

  - You may upload the certificates of the additional courses taken in the "Upload Materials – Other Document" section in the Application Checklist page.

- **Official University degree scroll/student status letter and transcripts/mark sheets**

  - Please upload your official or officially certified copy of diploma/degree certificate and transcripts/mark sheets of your academic progress at each education institution attended to "Documents to Upload" when providing the details.

  - If you are pending graduation and unable to submit your degree certificate, please upload an official letter (with university letterhead) confirming your current student status.

  - Ensure that you indicate your final semester's cumulative GPA score.

  - Unless academic records and diplomas are routinely issued in English by the institution, the official records in their original language must be submitted with an authorised translated English version.

  - All official academic records should show the dates of enrolment, conferment, original title of degree, the subjects or courses taken, together with the units of credit allotted to each subject and, if available, please indicate your rank. The records should also include a complete description of the institution's grading scale or other standard of evaluation. Maximum, minimum marks and the steps between them should be indicated.

Step 3: GMAT/GRE Test Scores - <mark>optional</mark> (we accept home edition of GMAT/GRE, as well as GMAT Focus Edition)

  - Please upload your official score report by the testing institutions on the application portal. If you have 2 sets of scores, please upload the latest before the application closes. Test score will only be accepted if it is taken within the **last 5 years.**

  - There will be no resubmission of GRE/GMAT test scores.

Step 4: Publications/ Award/Professional Certificates

  - Please enter details of your publications, awards, and professional certifications. Ensure all entries are accurate and include relevant dates and issuing organizations.

Step 5: Employment History & Other Experiences

- Upload you latest resume/CV to "Supporting Documents" section, including education backgrounds, work experiences, memberships, achievements, and international experiences.

- If you have a video personal statement you can include the link in your resume.

Step 6: Current and Past NUS Applications

- Please provide details if you have previously applied to any NUS graduate programme.

Step 7: Application to Other Institutions

- Please share if you are applying or applied to other graduate programmes outside of NUS.

Step 8: Source of Finance

- Provide information regarding your source of finance. You may select from one of these options – scholarship/sponsorship/self-finance and other finance assistance. If you are getting a bank loan, please indicate under other financial assistance.
- If you wish to apply for the BAC Scholarship, please indicate in the "Supplementary Materials Checklist - NUS Business School Supplementary Question(s)" section in the Application Checklist page.

Step 9: Referee Report

- This programme requires a minimum of two (2) referee reports. Please "Add Referee" to enter information of your referees. Your referees will receive an email with instructions on completing the Referee Report form and/or uploading the reference letter.

Step 10: Supporting Documents (under this section you will need to submit a few items essential for your application, this constitutes):

- Personal Statement (optional) – You may add a personal statement highlighting your academic interests, professional qualifications, life experiences, etc.
- Personal CV.
- Financial Support Documents (bank statement, recent pay slip, sponsorship letter).
- National ID (copy of NRIC/Passport).
- Passport size photo.

Step 11: Health Information

- Applicants with disabilities may face challenges in certain programmes. Should you require special needs, it is advisable that you make this known under this section.

Step 12: Declarations

- Please complete declarations honestly.

Step 13: Review before Submission

- Before submitting your application, please ensure that all mandatory fields and documents are updated. You will not be allowed to submit your online application if there are any mandatory sections that are not completed. Such sections will be highlighted in red. You can go back to the relevant section by clicking on the link.
- This section will also detect optional sections that are left blank. While it is not compulsory to complete these in order to submit your application, you may wish to complete them if they are relevant in proving your credentials and eligibility for the programme. Such sections are highlighted in orange.

Application Checklist

- This section will indicate if further information or documents are required to be completed for assessment. Please note that the status of checklist may take 30 – 60 minutes to be updated.
- Ensure all required documents has "Received" status. Otherwise, your application will be deemed incomplete and will not be processed.

Master of Science in Business Analytics – August 2020

Greetings, Kelvin!

Thank you for applying to Master of Science in Business Analytics. This is where you can view this particular programme's application status, required materials that you have not submitted, eg supporting document(s), payment(s) due, etc. If you do contact us on this particular application, please specify **K738003135** in your email.

Please note the application should be **completed in English**.

To apply to another programme, please access the Programme Search Portal.

Change Email Address
Change Password
Logout

Application Checklist

Please note that it may take 30 - 60 minutes for the status of checklist items to be updated.

Status	Details	Date
✔ Received	Undergraduate Official Transcript for Singapore University of Technology and Design	09/09/2025
✔ Received	Documentary Evidence of Financial Support	09/09/2025
✔ Received	NRIC Documentation	09/09/2025
✔ Received	Passport-Sized Photo	09/09/2025
✔ Received	Personal CV	09/09/2025
✔ Received	Proof of Payment of Application Fee	09/09/2025
✔ Received	Degree Scroll / Certificate for Singapore University of Technology and Design	09/09/2025
✔ Received	Recommendation from Test 2 Test 2, Test 2 Not yet sent to recommender.	09/09/2025
✔ Received	Recommendation from Test Test, Test Sent to recommender on 09/09/2025.	09/09/2025

Supplementary Materials Checklist

Status	Details	Date
✘ Awaiting	NUS Business School Application Essays	

Optional Materials Checklist

Status	Details	Date
Optional	GRE or GMAT Scores	
Optional	Personal Statement	

Applicant to click NUS Business School Application Essays for **mandatory** supplementary questions, including **scholarship application**

Step 14: NUS Business School Supplementary Question(s)

- **Application Essay (mandatory)**

  - A personal statement **(written or video link submission**) - Please submit your response to the following **question** in a written essay in English (no more than 350 words) or three-minute video (highly preferred) or both. If you wish to submit a video, you can upload it on various video hosting sites, change the privacy settings to "Unlisted" and provide your video link in your CV/resume).

Application Essay Question

What is your point of view about the AI and Business Analytics trends in the industry of your interest? Describe what you have done, and what you plan to do in short-term and mid-term to ride on this trend. (no more than 350 words)

- **Scholarship Application (if applicable)**

  - You may indicate your intention to apply for NUS BAC Scholarship here and answer the following question in a written essay in English (no more than 350 words).
  - The application deadline is **15 December 2025**.
  - Only successful scholarship applicants will be notified, and **scholarship outcomes** will be communicated together with the admission offer.

Scholarship Question

Can you share a specific project, initiative, or situation you've led in the past where your leadership directly contributed to a meaningful outcome or improvement? What was your role, what actions did you take, and what was the impact? (Max 350 words)

- **Declaration of Use of AI Tools**

  - Please complete declarations honestly.

Payment of Application Fee

Please note that your application will not be processed until the application fee is paid. Payment can be made by using VISA, Mastercard, Amex, Alipay or PayNow.

For any enquiries, please contact us at msba@nus.edu.sg with your Application ID (K123XXX789) in the subject line for more efficient processing.