Question 1: Are there any selection criteria for enrolment into the course?
Answer 1:
A Bachelor degree in Life Sciences, Nursing or Allied Health. Those without a degree will be evaluated on a case by case basis. Applicants with degree in other disciplines may be allowed entry first into the WSQ Diploma only. (Note all applications are subjected to the approval from Edinburgh Napier University).

Question 2: What is the possibility of doing the course part-time, likely duration and course fees?
Answer 2:
The course is PART-TIME. Students can take one or two modules per trimester (Each trimester is 4 months). There are altogether 6 modules (where the module “Work Based Learning” is the equivalence of 3 modules) and a dissertation (which is also equivalent to 3 modules) to be completed for the award of the MSc in Clinical Research. It is recommended that only a maximum of 2 modules be taken in a trimester. It might take up to 36 months to complete the entire MSc in Clinical Research. Students could also take just one module per trimester, but it will take longer to graduate and modules you wish to take may not run in the semester you wanted to take it.

Question 3: What criteria need to be fulfilled to be eligible for the heavily subsidized rate under the WSQ framework?
Answer 3:
The criteria are:
- You have to be a Singaporean/Singapore PR;
- You must be currently employed in a Clinical Research Industry / Organization and seeking for an upgrade in skills.
Meet the academic entry requirements of the course as stated in the course brochure.

Question 4: What is the application timeline for each Intake?
Answer 4: A month before the intake start. E.g. May intake - to apply before month of April. However, we will only be recruiting 40 students for one intake, so we suggest that you apply early.

Question 5: What is the approximate duration of study for 3 modules per semester if studying full time?
Answer 5: We will not be offering 3 modules per trimester.

Question 6: What is the payment procedure? Is it per module or per course?
Answer 6: Payment is per module.

Question 7: Is it compulsory to complete all 3 WSQ diplomas in order to obtain the MSc in Clinical Research?
Answer 7: Yes and plus the dissertation.
**Question 8:** How is the course delivered?
**Answer 8:** The CRA Practice module is delivered face to face over 3 days and then one day for assessment. All other modules are delivered via online. (*Subject to changes)

**Question 9:** What are the curriculum and more specifically, the number of days per week that students will be required to attend classes? Will there be set days for study?
**Answer 9:** The students will only need to attend class during the CRA Practice module. There are no set days for study other than the face to face sessions for the CRA Practice module.

**Question 10:** If student is also working, would they need to be absent from work on some days to attend lectures/tutorials/workshops etc?
**Answer 10:** Only for four days. (*Subject to changes)

**Question 11:** What are the attendance requirements?
**Answer 11:** The three days mentioned above. (*Subject to changes)

**Question 12:** Is the timetable flexible?
**Answer 12:** The three days of face to face teaching are not flexible but the rest of the other modules are online, therefore students can take them whenever they would like.

**Question 13:** Who are the lecturers delivering the modules?
**Answer 13:** They are Janyne Afseth, Diane Willis, Jackie Johnston, Louise Hoyle, Kirsty Wilson, and Margaret Colon.

**Question 14:** Who is eligible for the WDA subsidy? What is the application process?
**Answer 14:** Singaporeans/PRs who are employed in CR industry and seeking to upgrade their skills.

**Applications Process as follows:**
**Step 1** - Come to CSM Academy International at 250 Sims Ave, #03-01, SPCS Building (it is opposite the Aljunied MRT Station) to fill up the Application Form for the Research plus submit 1 photocopy sets of all your transcripts and Parchments. Please bring your originals along for verification. Please see the “Application Procedure” section in the softcopy brochure attached.

**Step 2** - Give CSM Academy the contact name and telephone of your HR personnel such that CSM Academy could contact them to process the WDA subsidy or get the reference letter form HR.

**Question 15:** Are there any additional obligations or conditions which need to be fulfilled on receiving the subsidy?
**Answer 15:** You need to complete the course and sit for all Assessments, failing which you will need to pay the full fee. Your Employer may also have their own conditions which you will need to ask your own Employer personally if you are sponsored by your employer.

**Question 16:** When will the award be granted?
**Answer 16:** After completion of the dissertation module.
Question 17: If I hold a Life Science degree from NUS, which type of 3 WSQ Certificates am I eligible for?
Answer 17: The students need to do all of them to gain an MSc in Clinical Research.

Question 18: What is the ‘work-based learning’ about? Is it part of the curriculum? What if I am working in a different profession?
Answer 18: We will try and accommodate this through pharmaceutical organisations or by negotiating a project that relates to the work but does not need practice.

Question 19: To achieve the MSc do all students have to complete the 3 WSQ diplomas and dissertation?
Answer 19: Yes.

Question 20: Will the MSc certificate come from ENU?
Answer 20: Yes, the MSc in Clinical Research is awarded only by Edinburgh Napier University.

Question 21: How many referral letters are required for the application?
Answer 21: Just one.

Question 22: What is the size of the each intake?
Answer 22: 15 students for each intake and we may consider increasing the capacity should there be a demand.

Question 23: Will there be a bond instituted if students take up the subsidy?
Answer 23: There is no bond from WDA but you must complete the programme and sit for all Assessments failing which WDA will not sponsor your fees and you would have to pay the full fee. As to a bond, it is dependent on your Employer. Please check with your Employer.

Question 24: I have a BSc in Biomedical Genetics by UWA-PSB, am I eligible for this course?
Answer 24: Yes

Question 25: If I do not have an educational reference, will this affect my application for study?
Answer 25: No

Question 26: What is the entry requirement for the Diploma, Spec Diploma, graduate Diploma and MSc courses?
Answer 26: Please see “Admissions Requirement” stated in softcopy brochure attached.

Question 27: What are the details of the modules included in each course?
Answer 27: Please see attached softcopy brochure.

Question 28: I have just completed a specialist diploma in clinical trial management at Nanyang Polytechnic last year; will I be exempt from any of these 3 courses?
Answer 28: No.
Question 29: Could you please elaborate on the ‘learning agreement equivalent to 400 hours of study’ as stated in your program handout?

Answer 29: This means that student needs to notionally work for 400 hours on this project but as this is a work based project this covers their work time also. The student will be evaluated based on the project submitted.

Question 30: Can trainees with relevant CRA experience be exempted from some of the modules or can they be directly enrolled into the Graduate Diploma course?

Answer 30: No exemptions.

Question 31: Can you tell me which modules I will be studying in the different semesters?

Answer 31: The table below are the modules to be undertaken in the different semesters for the first cohort of students:

<table>
<thead>
<tr>
<th>MSc in Clinical Research (Singapore) - schedule of modules</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Trimester</td>
</tr>
<tr>
<td>Clinical Research - Practice</td>
</tr>
<tr>
<td>Clinical Research - Theory</td>
</tr>
<tr>
<td></td>
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</tbody>
</table>
* Option module - others may be added later in the programme

This assumes that the student will take 2 modules per trimester and that there are no breaks, and no fails. Otherwise, the modules would be undertaken in a different order.

Question 32: Where will the classes be held?

Answer 32: There will be 4 days intensive to one module where classes will be held at CSM Academy International’s premises at 250 Sims Ave, #03-01, SPCS Building, which is opposite of the Aljunied MRT Station. The rest of the modules are online basis.

Question 33: Can you explain the application procedure for applicants who are self-paying for the programme?

Answer 33: All potential students are to complete 1 set of the following documents:

- Passport/Birth Certificate/ NRIC;
- GCE ‘O’ / A Level Certificate (if applicable);
- Polytechnic Diploma/ Degree & Transcripts;
- English Language Competency Certificates (if applicable);
- 2 Passport-sized Photographs m. Application Fee; and
- Referral letters and letter from current employer to confirm the employment.

Please bring along all original documents for verification.
MSc in Clinical Research - Singapore
Conducted as WSQ Diploma, WSQ Specialist Diploma & WSQ Graduate Diploma

Answer 33 (cont’): Application Form can be obtained from our website: http://www.csmacademy.edu.sg/images/courses/Application_form.pdf
Alternatively, you may fill up the form when you visit our premises.

All the above documents will be sent to Edinburgh Napier University (ENU) for validation and approval. Kindly allow us 14 working days.

Question 34: Once the subsidy for the first diploma is approved, will I still need to apply for the subsidy for the next diploma, if I am still in the same company and under company sponsored?
Answer 34: Perhaps you like to check with your company if they are sending you for the whole Master programme or they are sending you for the individual diplomas. You do not need to reapply for the individual diploma but you have to ask your company representative to register for you through CSM Academy and WDA.

Question 35: On another point, if I were to leave my company but still continue with the course, would I be penalized, if I were in the middle of a diploma?
Answer 35: As long as you are still within the Clinical Research industry we will not insist that you stay with a particular company but if you have some prior arrangement with your company then you will have to honour it. However, you will need to get your new company to submit a letter of confirmation of sponsorship. This is subjected for approval by CSM Academy & WDA.

Question 36: And what will happen to the next diploma which I have yet to take? Will I still be eligible for the subsidy? Or I have to reapply for the subsidy?
Answer 36: If you are not working in the Clinical Research Industry and not in the related Job title, then you will not be able to enjoy the course fee subsidy.

Question 37: What is the payment mode and procedure? Is it per module or per course?
Answer 37: Payment will be via Cheque or Nets. We do not accept any payment by CASH. Please note that for payment by NETS, the limit daily is S$2,000.00. Thus, you can either apply increase of limit from your bank or you can bring multiple cards to make payment. Payment is invoice per module basis. You only pay based on the number of modules enrolled for the trimester.