

To: LIA Students taking LAF/LAG3203 French/German for Academic Purposes in Semester 2, AY2015-16.

The period of registration for Semester 2, LAF/LAG3203 French/German for Academic Purposes students is from **Wed, 2 December 2015 (9am) to Tues, 8 December 2015 (11.59pm)**. The link to the registration website is at [https://ap4.fas.nus.edu.sg/cgi-bin/FAS\\_SLP/ISIS\\_sep\\_modreg.pl](https://ap4.fas.nus.edu.sg/cgi-bin/FAS_SLP/ISIS_sep_modreg.pl)

**Below are the guidelines on registration procedure:**

1. You can indicate 2 preferred choices and there are 2 attempts for you to change your choice within the registration period. Please note that we may not be able to allocate you your first preferred choice.
2. Please note that we will not accept any request for pre-allocation after this registration ends. Students will have to bid for the modules through CORS.
3. It is important that you check and plan your time table carefully before indicating your preferences for lecture classes. Please ensure that there is no lecture and tutorial timetable clash. You may check the timetable for the French/German modules at the FASS website:  
[http://www.fas.nus.edu.sg/undergrad/toknow/modules\\_offered.html](http://www.fas.nus.edu.sg/undergrad/toknow/modules_offered.html)
4. The results of allocation will be posted on CLS website at <http://www.fas.nus.edu.sg/cls> on Monday, 4 January 2016, 10 am. The module (lecture group allocated) will be pre-allocated to you and 1 point will be deducted from your account on 4 January 2016.
5. In the event if you decide to drop the module after the release of result, 1 point will be deducted from your account.
6. We will not be able to assist you if you decide to change your lecture group after the pre-allocation. You can [drop the module online](#) and bid with other students through CORS for another lecture group. Should your bidding attempt be unsuccessful, you will have to wait till the end of the bidding period for any balance of vacancies for the module. However, there is no guarantee that there will be vacancies left for you. In other words, any changes to the lecture groups must be managed at your own risk.
7. Mutual swapping of lecture groups will not be allowed unless there is proof of lecture clashes.
8. Please inform us by Friday, 4 December 2015 (12 noon), if you have decided to opt out of the programme. For those who have signed an agreement with IRO, please note that there is a penalty for you to opt out. You may check with IRO on the penalty.
9. Students are required to register online for their tutorial groups during the tutorial registration period.
10. Please note that your registration is subject to meeting the pre-requisite of the next module and you are not required to register in the MPE system.

***If you do not register for the lecture group by the stipulated timeline, we shall presume that you do not wish to read the module and decide to drop the module.***

For further queries, you may contact Ms Low Lee Enn at [clsll@nus.edu.sg](mailto:clsll@nus.edu.sg) or myself at [clsipy@nus.edu.sg](mailto:clsipy@nus.edu.sg)

Thank you,  
Low Lee Enn  
*Sent on behalf of Miss LEE Pei Ying*  
Centre for Language Studies