

Dear Students

It has come to the University's attention that increasing numbers of students are going out on their own to seek funding for a variety of projects, including FYPs, URECAs, DIPs, overseas trips, competitions, orientation/graduation activities, affinity group events, and student organization/hall activities, etc.

While some student proposals are funded eventually, many are thrown out without being read. Often students mail out massive quantities of requests, without taking the time to match the giving focus of the donor, or finding out the granting/selection process and timeline of the donor. This, together with poorly compiled requests with little learning outcomes or program objectives annoy probable donors, especially if they have published giving guidelines or grant-making objectives publicly.

We therefore seek your understanding to adhere to the following guidelines:

1. Students should explore internal school funding possibilities first before running off to solicit external donors.
2. Proposals/appeals must be approved by School (for academic related projects/programs) or Dean of Students for student org/hall/affinity group related activities) before students send out their requests for funding to external parties.
3. At no time should students be asking donors to write cheques (or give cash) to them as an individual for projects/programs at NTU. All cheques should be made out to "Nanyang Technological University" and processed by relevant sections of the School.

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