



# MASTER OF HEALTH PROFESSIONS EDUCATION – SINGAPORE (MHPE-S)

## REGISTRATION KIT

2022



ACADEMY OF MEDICINE  
SINGAPORE

## **Master of Health Professions Education Singapore Application Information Acknowledgement**

It is important and necessary for you to read through understand the information relating to the MHPE-S programme and application. You will be required to acknowledge that you are aware of the below details and requirements before application:

1. Programme Overview
2. New Curriculum Introduction
3. Learning Objectives
4. Admissions and Application Procedure
5. Expected Knowledge of Statistics
6. Tuition Fees and Payment
7. Study-Time Commitment
8. Certification
9. Cancellation Policy
10. Application Form

I have read and understand the enclosed information.

\_\_\_\_\_  
Name of applicant

\_\_\_\_\_  
Signature of applicant/Date



## Master of Health Professions Education – Singapore (MHPE-S)

### 1. Programme Overview

Health professionals play an important role in preventing, treating and curing disease and in promoting health at the individual and societal levels. It is essential to ensure that those who train healthcare professionals create effective educational programmes that result in high quality health services.

The Master of Health Professions Education Singapore (MHPE-S) is a two year part-time programme which focuses on the acquisition of knowledge and skills relevant for a career in the field of health professions education and research in Singapore. It will be conducted mostly online via distance-based learning, with two 3-week campus-based units (one per year) in Singapore. There will be thesis supervision/mentorship jointly offered by Singapore and Maastricht teaching faculty.

### 2. New Curriculum Introduction and specific distinctive features of the new MHPE programme

The curriculum has been revisited to make the programme even stronger, more up-to-date and in keeping with current challenges in the field of HPE. You may watch the introduction video to the new MHPE curriculum [here](#). For more information on the programme structure and academic calendar 2022 – 2023, click [here](#). The programme will start on **4 July 2022**.

#### Specific distinctive features of the new MHPE programme

##### A personal and personalised learning experience guided by a coach.

- Elective learning tasks focus on three roles:
  - Educational designers;
  - Education leaders; and
  - Researchers in health profession education.
- The emphasis is on self-regulated learning, on how to develop your competencies using formative feedback:

- Student-centered learning;
- Authentic learning tasks; and
- Programmatic assessment

### The eight competencies & 3 roles



### Flexibility and tailor-made approach; blended and part-time learning alongside your job.

- Flexibility in terms of content: you can choose certain electives in the curriculum and apply your local context to the assignments. More than half of the programme consists of elective learning tasks that you can choose from with the help of your coach.
- Flexibility in terms of time: you can spread the workload over the year as it suits you. You also have the opportunity to complete the programme in less than two years or to complete it later (for a small delay fee).

### Internationalisation as the leading principle.

- The programme has a strong international and interprofessional character. Through its intercultural approach you will learn how to navigate diversity, a core competency of the programme. Learn with and from each other and become part of the MHPE community.
- The MHPE collaborates with SHE Master's programmes run in Canada, New York and Singapore and is therefore continuously exchanging best practices and staff expertise.

### 3. Learning Objectives

The MHPE programme is firmly rooted in educational theory and practice. Participants are required to continuously use theory-based insights in dealing with authentic educational problems. Cases used in the programme are derived from health professions education, and you will be asked to work on cases from your own professional environment. Exploring the interrelationship between educational theory, research and educational practice is a fundamental characteristic of the MHPE programme.

#### **Design your own MHPE through:**

#### **Elective learning tasks, thereby organising your own competency development.**

In the new MHPE curriculum, you are the leader of your own competency development. You will collect the work that you do on obligatory and elective learning tasks in a portfolio. You will graduate as soon as you have achieved the required competencies, and it is up to you to demonstrate this. You reflect on your goals and your achievements so far, and then choose your next set of learning tasks with the help of your coach. You gain insight into how learning works for you and for others. This way you steer your own development and prepare yourself for the future career that you aspire.

#### **Portfolio**

Central to this MHPE master's is the portfolio: a personal, electronic file in which you collect all the feedback and information about your competence development. By keeping this portfolio, you will be able to manage your progress and development throughout the programme. You do that by means of self-analysis and self-reflection. In addition, your coach uses the portfolio to guide you in the best possible way. At the end of each study phase, the portfolio is used to assess the progress you have made and the level you have reached.

#### **Guidance from a SHE Coach**

Throughout the programme you will have your own coach who guides you in organising your learning process yourself and who monitors the quality of the educational process. In this way, you can develop yourself to the maximum and lay the foundation for a career as a health professions educationalist or researcher.

#### **Inclusion in the SHE community**

During the MHPE Master's programme, you will gradually become part of the international SHE Community. You will be encouraged to collaborate on projects or research. Sharing knowledge, collaborating and innovating will not only take you and the domain to a higher level, but it will also increase the impact of your efforts. You will lay a foundation for your future career and collaborations with the professional networks that you build around you.

## What will the MHPE mean for you and your career?

The international and interprofessional MHPE environment offers a rich learning environment at any point in your career. Whether you are a junior or experienced health professional, the MHPE is your next academic step in your career as educational researcher and/or educational innovator. For junior health professionals, the programme offers the opportunity to prepare for a career combining clinical work and education. For those who already have some experience as an educator, this is the best way to prepare for a management position in health professions education. Finally, for experienced health professions educators, by gaining a background in theory and research, the programme affords an excellent opportunity to enhance your impact on educational practice and to build a large, international network in health professions education and research.

## 4. Admissions and Application Procedure

### 4.1 Application Deadline

The application deadline is **9 May 2022**.

### 4.2 Admission Requirements

Admittance to the MHPE-S is based on the following requirements and decided upon by the board of admission. The applicant must have:

- a Master of Science (MSc) degree in a medical or health profession (Please refer to table A below for more information) from a university or
- a Bachelor degree in a medical or health profession (see relevant domains in table below) and substantial teaching experience (e.g., as course or programme coordinator). The Bachelor degree should be earned from a programme that is at least a three-year equivalent of nominal study time (180 ECTS) for degrees of regular universities, or a four-year equivalent of nominal study time (240 ECTS) for degrees of universities of applied science (i.e., vocational/professional universities).

Furthermore, all applicants must have:

- Access to a medical or other health-related curriculum (Please refer to table A below for more information.)
- Sufficient command of the English language (Please refer to point 4.3 'Language requirements for more information.)

Table A

Relevant domains University	Relevant domains University of Applied Sciences
Biomedical Sciences	Cesar Therapy
Dentistry	Dietetics
European Public Health	Health Care Technology
Health and Life	Management in Health Care
Health and Society	Medical Biological Radio Therapy
Health Sciences	Mensendieck Physiotherapy
Medicine	Midwifery
Molecular Life Sciences	Nursing
Movement Sciences	Occupational Therapy
Nursing Sciences	Physiotherapy
Pharmacy	Podotherapy
	Social Work
	Skin Therapy
	Speech Therapy
	Sport, Health and Management
	Teacher Health Care and Well-being
	Youth Work

### 4.3 Language Requirements

No additional evidence of sufficient command of the English language is required from applicants who:

- Are native speakers of the English language.
- Have successfully completed a Bachelor or Master of Science at a Dutch or Flemish university or professional education programme.
- Have successfully completed a Bachelor or Master of Science at a university or professional education programme in one of the following countries: Australia, Austria, Canada, Denmark, Germany, Iceland, Ireland, Luxembourg, New Zealand, Norway, Singapore, South Africa, Sweden, Switzerland, United Kingdom, United States of America.
- All other non-native speaking applicants should enclose a copy of an IELTS test ([International English Language Testing System \(IELTS\)](#)), TOEFL Test ([Test of English as a Foreign Language \(TOEFL IBT Test\)](#)), or [Cambridge test](#) that is no older than 5 years at the start of the programme.
- Applicants must submit an average IELTS score of at least 6.5 or higher and the score on each component (listening, reading, writing, and speaking) should be equal to 6 or higher.
- The total TOEFL score should be at least 90 (out of 120) and a minimum of 20 for each component (listening, reading, writing, and speaking) is required.
- The Cambridge test score should be: CAE, grade C.

Exemption: Applicants are eligible for exemption, if English is their native tongue, if English language skills were tested before, or if they meet the above-mentioned requirements.

#### 4.4 Required Documents

When applying for the Master of Science in Health Professions Education Singapore (MHPE-S) programme, you need to submit the following documents:

- Application Form
- Copy of your passport (identification page)
- Copy of TOEFL or IELTS score or in case of exemption "proof of sufficiency in English"
- One passport-sized photograph
- Certified\* photocopies of higher education diplomas (NB also see International Credential Evaluation on this site)
- Copy of proof of support by donor organisation/employer
- Financial statement (a letter from your institute/sponsor stating you will be financed for the entire programme)
- Motivation letter explaining why you want to participate in the MHPE-S programme

**\*Certified copies** need to be signed by a formal person from the institute you received the Higher Education diploma from. It should be bearing a seal or stamp from the head or registrar and a signature with the name and title of this person. If you cannot arrange the above then you should certify the diploma by an official person like a notary, someone from the embassy or town hall. Again the diploma needs to have a seal or stamp with the signature and name of this person.

#### 4.5 International Credential Evaluation

Although the school has substantial understanding of the values and equivalence of a great number of diplomas issued from universities around the globe, it is not possible for us to judge the credentials of all universities and diplomas worldwide.

If the equivalence of your diploma is not clear to us, we will ask you to provide an international credential evaluation statement issued by the centre(s) of expertise for international credential evaluation.

A credential evaluation is a written statement which indicates how foreign diplomas and study programmes are evaluated in the Netherlands. There are two centres that issue this validation: SBB and Nuffic. They will issue written statements supporting the credential evaluation of your diploma.

The [Information Centre for Credential Evaluation \(IDW\)](#) acts as a central desk you can contact by phone or e-mail for questions, and where applications for credential evaluation can be submitted by post. If an official credential evaluation is necessary for your diploma, we will inform you as soon as possible. Please read the instructions for requesting a credential evaluation very carefully in order to avoid unnecessary costs and disappointment.

Please note the processing time as stated on the IDW website and make sure that you submit your request for the credential evaluation on time. Once the IDW has received your payment, the file is complete and all required documents have been submitted, the processing procedure will begin. The

statements above are only advisory, and no rights can be derived from them. The university and the centres of expertise cannot be held liable for any damages resulting from decisions by third parties on the basis of a credential evaluation.

The credential evaluation statement must be uploaded with the rest of the application requirements to MyUM before **9 May 2022**. Without a credential evaluation statement your application will be considered incomplete and will therefore not be reviewed by the Board of Admissions. Please note that the statement is issued only in the Dutch language.

#### 4.6 Application Process

Complete the MHPE-S application form and return it together with all required supporting documents digitally and by post to:

Master of Health Professions Education Singapore (MHPE-S)  
Academy of Medicine, Singapore  
81 Kim Keat Road, #11-00, NKF Centre, Singapore 328836

Email: [mhpesingapore@ams.edu.sg](mailto:mhpesingapore@ams.edu.sg)

- Academy of Medicine, Singapore and Maastricht University will assess your application and decide on your admission.
- Upon selection, we will send your name and email address to Maastricht University. Maastricht University will send you the manual for account creation to fill up your personal particulars (Part A) and also to upload the MHPE application form (Part B) together with supporting documents via Maastricht University online portal.
- You will need to register for the MHPE-S programme via Studielink.
- You will receive a letter to inform you whether you are admitted, conditionally admitted (e.g. in case a document is still missing) or not admitted.
- If you are selected as a candidate for the programme, you will receive a provisional acceptance letter. Students are granted final admission upon receipt of the first payment of tuition fees (annual fees are to be paid in two instalments).

## 5. Expected Knowledge of Statistics

Please note that the MHPE programme requires basic knowledge of statistics. Candidates who lack this basic knowledge, are strongly advised to remediate this before the start of the MHPE programme. To get an idea of the expected level of statistics knowledge, you can test yourself using the links below. These links contain a test including sixteen short-answer questions and the correct answers to these test questions.

- [Statistics test](#)
- [Correct answers to the statistics test](#)

Here is a list of topics from the test and links to selected online resources covering these topics:

- [Probability](#)
- Descriptive statistics:
  - Central tendency: [mean, median, and mode](#)
  - Measures of dispersion: [range, variance, and standard deviation](#)
- Normal distribution:
  - Introduction to the [normal distribution](#)
  - [Standard deviation, modality, skewness, and kurtosis](#)

## 6. Tuition Fees and Payment

Category	*Fees for MHPE-S	
	MHPE Course & Book Fees to Maastricht University	Supplementary Fee to AMS to conduct Campus-based units (Campus 1 & 2) in Singapore (inclusive of GST)
Fellows of Academy of Medicine, Singapore (FAMS)	€16,000	S\$15,000
Others	€16,000	S\$18,300

\*The fees are to be paid in two instalments.

- The course fee to Maastricht University of €16,000 is to be paid in two instalments of €8,000. Not included are costs of accommodation, board or transportation. In case of delay of the programme, extra costs of €700 will be charged.
- The supplementary fee to the Academy of Medicine, Singapore of S\$15,000 (for FAMS) or S\$18,300 (for non-FAMS) is to be paid in two instalments of S\$7,500 (for FAMS) or S\$9,150 (for non-FAMS). Thesis presentation can be done at APMEC (Singapore), AMEE conferences, or in Maastricht. Please note that these fees do not include travel to Maastricht for Thesis presentation and convocation.

The registration as a course participant is only final after the first term course fee and supplementary fee have been received within **30 days** after receipt of the provisional acceptance letter or, when admitted after 23 May 2022 at the latest before **23 June 2022**. Payment for second term must be transferred before **23 May 2023**.

Successful applicants will receive payment instructions from Academy of Medicine, Singapore.

\* Please note: this graduate programme has a deviating tuition fee rate.

## 7. Study-Time Commitment

The programme requires 20 hours of Study-Time per week, in addition to course attendance at the Resident Campus 1 and 2.

## 8. Certification

Graduates will receive a Master of Science Degree in Health Professions Education awarded by the University of Maastricht in collaboration with the Academy of Medicine, Singapore upon successful completion of the programme.

## 9. Cancellation Policy

If there are not a sufficient number of registered participants four weeks prior to the start of the Master of Health Professions Education Singapore programme, the course may be cancelled. If a course is cancelled by the school, fees that have already been paid will be refunded.

If a registered participant wishes to withdraw from the MHPE-S course, cancellation can be done at no cost until **20 June 2022**. If you cancel after that date, you will be invoiced for the amount of €100 to cover the cost of administration fees and bank commission. Once the course has commenced, the fees are non-refundable.

In the event that the campus-based units (Campus 1 & 2) cannot be conducted in Singapore due to unforeseen circumstances, the supplementary fee will be refunded to course participants. Academy of Medicine, Singapore will help to facilitate arrangements for participants to complete the campus-based units in Maastricht University.

**SINGAPORE  
MASTER OF HEALTH PROFESSIONS EDUCATION  
APPLICATION FORM  
2022-2024**

Name of applicant:

Signature of applicant

Date

Please return the application form and all required supporting documents digitally and by post to:

Master of Health Professions Education Singapore (MHPE-S)  
Academy of Medicine, Singapore  
81 Kim Keat Road, #11-00, NKF Centre, Singapore 328836

Email: [mhpesingapore@ams.edu.sg](mailto:mhpesingapore@ams.edu.sg)



**A. Personal data**

**Family Name/surname**

First Name(s)

Title (Prof/Dr/Mr/Ms/Miss/Mrs)

**Mailing Address:**

Street

Postal Code+City

Country

Telephone Number Home

Telephone Number Work

Email Address:

**Home Address:**

Street

Postal Code+City

Country

Place of Birth:

Date of Birth (dd/mm/yy)

Country of Birth:

Nationality:

Sex

Female

Male

Marital status:

Married

Single



ACADEMY OF MEDICINE, SINGAPORE

**SHE** School of  
Health Professions  
Education

Proposed year of entry

July

Name and address of your next  
of kin:

Relationship to next of kin:

**SINGAPORE MASTER OF HEALTH PROFESSIONS EDUCATION  
APPLICATION FORM  
2022-2024**



**A. Language** (for non-native speakers only)

**Please Note:**

*No additional evidence of sufficient command of the English language is required from applicants who:*

- Are native speakers of the English language.
- Have successfully completed a Bachelor or Master of Science at a Dutch or Flemish university or professional education programme.
- Have successfully completed a Bachelor or Master of Science at a university or professional education programme in one of the following countries: Australia, Austria, Canada, Denmark, Germany, Iceland, Ireland, Luxembourg, New Zealand, Norway, Singapore, South Africa, Sweden, Switzerland, United Kingdom, United States of America.

*All applicants who do not fulfil the above requirements should enclose a copy of an IELTS test Academic Version ([International English Language Testing System \(IELTS\)](#)), TOEFL Test Academic Version ([Test of English as a Foreign Language \(TOEFL IBT Test\)](#)), or [Cambridge test](#) that is no older than 5 years at the start of the programme.*

- Applicants must submit an average IELTS score of at least 6.5 or higher and the score on each component (listening, reading, writing, and speaking) should be equal to 6 or higher.
- The total TOEFL score should be at least 90 (out of 120) and a minimum of 20 for each component (listening, reading, writing, and speaking) is required.
- The Cambridge test score should be: CAE, grade C.

**Exemption**

Applicants are eligible for exemption, if English is their native tongue, if English language skills were tested before and meet the requirements, or if they meet one of the other above mentioned requirements.

*When eligible for exemption the original TOEFL/IELTS test results or a copy of the Bachelor or Master degree followed in the above mentioned countries should be included in the documents*

**B. University Education** (Start with highest grade obtained, if necessary use additional sheets)

1) Degree obtained: -----

Name of University: -----

Address of University: -----

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Studied from:        dd/mm/yy -----        until dd/mm/yy -----

2) Degree obtained: -----

Name of University: -----

Address of University: -----

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Studied from:        dd/mm/yy -----        until dd/mm/yy -----



**C. Work Experience** (Start with current positions, if necessary use additional sheets)

Present Post: -----  
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**Do you have access to a curriculum in your present post?**

*Many of the assignments within the MHPE curriculum ask you to analyse your own situation and propose a redesign or use of your own curriculum as inspiration for a project.*

YES

Job Title: -----

Name of Employer: -----

Address or Employer: -----

Telephone Number at Work: ----- Fax No: -----

Describe responsibilities and tasks: -----

Start date employment (dd/mm/yy): -----

**Former Work Experience** (if necessary use additional sheets)

Former Posts:

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Describe responsibilities and tasks:

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Length Employment: (dd/mm/yy):-----

Until: (dd/mm/yy)-----

**D. Other information Relevant for Application** (e.g. publications)

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**E. Financial Support:**

How do you plan to finance your education?

- By Myself  
(only approved by a financial statement/bank statement/letter from the bank stating you have sufficient funds)
- Through my institute/employer  
(only approved when a letter from the institute/sponsor is included stating that you will be financed for the entire programme)
- I have obtained a fellowship
- I have applied for fellowship from:

Date of decision: (dd/mm/yy): -----



**F. Available study hours**

Please indicate how many hours you will be able to study. The MHPE requires **20 hours** study per week

Available hours per week \_\_\_\_\_ hours

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**G. References** (List one or two persons, preferably from the academic staff)

Name and address details Reference No. 1:

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Name and address details Reference No. 2:

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**H. Declaration**

1. I confirm that, to the best of my knowledge, the information provided on this form is correct.
2. I understand that if my funds should at any time during the course become inadequate, the Department will not be able to provide financial assistance or remission of the fee.



## I. Privacy Agreement

Your privacy is important to us

Due to the new privacy regulations, we make an effort to protect your personal information and only use your personal details for certain purposes. We are transparent about the data we collect and what we do with it.

We store your personal details in our private mailing list.

**Please tick the boxes you give permission for to use your personal details (eg name, email, country):**

- MHPE information
- SHE (keep you updated with the SHE Newsletter or SHE courses)
- Research/Surveys

How did you learn about the MHPE programme for which you are applying?

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