

**Dean of Faculty Office
Guidelines for Reading Week**

(i) The provision of a Reading Week in the College academic calendar applies specifically to modules with a final examination, and is meant to give students an opportunity to prepare for that examination, without the distraction of classes or other module-related activities.

(ii) Reading Week also addresses the need to synchronise the end-of-classes timing between Yale-NUS College and NUS, so as to avoid inconveniencing students enrolled in modules at either institution.

(iii) For modules that do not involve a final examination, the Reading Week can be used for supplementary or make-up activity, provided the instructor is mindful of (i) and (ii) above.

(iv) Module descriptions are expected to state clearly the mode and schedule of assessment. Any plan to use the Reading Week for supplementary or make-up activity should also be clearly stated in the module description and explained in class at the start of the semester.