

TALENT ACADEMY 2023
Preparation Notes and Checklist for Year 5 Literary Arts Applicants
International Baccalaureate Diploma Programme (IBDP)
DSA-JC and Non-DSA

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(A) Checklist

(A.1) for Submission of Supporting Documents to be uploaded via the TA Portal

- It takes about 45 minutes to 1 hour to complete the entire application for **ONE** (1) artform, provided that the portfolio submission and all supporting documents have been prepared in advance.
- Submit your applications early, as the TA Portal may experience slower connectivity due to high traffic towards the close of the application period.
- There will be no extension of deadline for submission of application. Incomplete applications will be disqualified. Appeals for late submissions will not be considered.

S/N	Category	Document Title						
1.	DSA-JC	<p>(1) Applicant's Identification Document</p> <table border="1"> <tr> <td>Singaporeans</td> <td>Birth Certificate or Citizenship Certificate</td> </tr> <tr> <td>Singapore Permanent Residents</td> <td>Passport and Re-Entry Permit</td> </tr> <tr> <td>Foreigners residing in Singapore</td> <td>Passport and Dependant or Student Pass</td> </tr> </table> <p>(2) 1 Recent Passport-Sized Colour Photograph</p> <ul style="list-style-type: none"> • Should be taken against plain white background. • Do not upload a full-length photograph. <p>(3) Academic Results</p> <ul style="list-style-type: none"> • Sec 3E or 4NA EOY result slips. <p>(4) Mother Tongue Language In-Lieu Letter issued by MOE (if applicable)</p> <p>(5) Mother Tongue Language Exemption Letter issued by MOE (if applicable)</p> <p>Instructions:</p> <ul style="list-style-type: none"> • Upload items (1) and (2) directly in the online application form via the TA Portal. • Save documents for Items (3), (4) if applicable and (5) if applicable into 1 folder. • Upload folder to Google Drive. Ensure that the privacy setting is set to 'Anyone with the link'. Paste the shared link on the TA Portal in the 'Uploaded to External Site URL' field. 	Singaporeans	Birth Certificate or Citizenship Certificate	Singapore Permanent Residents	Passport and Re-Entry Permit	Foreigners residing in Singapore	Passport and Dependant or Student Pass
Singaporeans	Birth Certificate or Citizenship Certificate							
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2.	Non-DSA	<p>(1) Applicant's Identification Document</p> <table border="1"> <tr> <td>Singaporeans</td> <td>Birth Certificate or Citizenship Certificate</td> </tr> <tr> <td>Singapore Permanent Residents</td> <td>Passport and Re-Entry Permit</td> </tr> <tr> <td>Foreigners residing in Singapore</td> <td>Passport and Dependant or Student Pass</td> </tr> </table> <p>(2) 1 Recent Passport-Sized Colour Photograph</p> <ul style="list-style-type: none"> • Should be taken against plain white background. • Do not upload a full-length photograph. <p>(3) Academic Results</p> <ul style="list-style-type: none"> • Grade 9 End-of-Year results. • Any Latest Results, if any. • All original transcripts not in English must be accompanied with a translated document. <p>Instructions:</p> <ul style="list-style-type: none"> • Upload items (1) and (2) directly in the online application form via the TA Portal. • Upload Item (3) to Google Drive. Ensure that the privacy setting is set to 'Anyone with the link'. Paste the shared link on the TA Portal in the 'Uploaded to External Site URL' field. 	Singaporeans	Birth Certificate or Citizenship Certificate	Singapore Permanent Residents	Passport and Re-Entry Permit	Foreigners residing in Singapore	Passport and Dependant or Student Pass
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(B) Preparation Notes for Portfolio Submission in Literary Arts IBDP (for all applicants)

SOTA offers Literary Arts students the opportunity to creatively observe, imagine, express, and share experiences and life through the art of writing. In this inquiry-based course, students will explore and engage with a range of literary forms, styles, genres, perspectives, and contexts, and develop their own creative practice.

SOTA's IB Diploma qualification is recognised by top universities worldwide. Armed with their IB Diploma and extensive arts portfolio, SOTA graduates can look forward to the arts as a career or leverage their arts-enriched educational experience to embark on diverse career options such as journalism, law, architecture and more.

To apply, you must demonstrate a high degree of skill in the use of language for creative purposes, a passion for writing narratives, and a willingness to explore and experiment with various writing forms and genres. You also need to be open-minded, motivated, receptive to feedback, disciplined, and able to both work independently and collaboratively.

(B.1) What to Submit for the Literary Arts Portfolio

3 Items to Submit	Description
1. Creative Writing Portfolio	<p>(1) Creative Writing Portfolio</p> <ul style="list-style-type: none"> • 4-6 original literary works (excluding argumentative and expository pieces) completed between 2021 – 2023. <ul style="list-style-type: none"> ○ Personal creative writing produced outside of school and workshops/courses is strongly encouraged. ○ English Language writing produced in school is acceptable, up to a maximum of 2 pieces. ○ Works produced during writing courses/workshops are also acceptable. • Works that cover a wide range of writing forms* and genres** are preferred. • Portfolio must comprise a maximum of 15 pages. Only the first 15 pages will be assessed. • All works must be typed, 1.5 spaced, 12 pt. in Times New Roman font. <p>*Examples of writing forms in the main categories of prose, poetry, and drama; these include short stories, poems, playscripts, screenplays, and creative non-fiction essays. **Genres refer to the sub-categories of the writing forms, e.g., realist, fantasy, science fiction, horror, mystery.</p> <p><u>Instructions:</u></p> <ul style="list-style-type: none"> • Each submitted literary work should be clearly labelled with the following information: <ul style="list-style-type: none"> ○ Title of work and date completed. ○ Source (e.g., English Language Sec 4 work, personal creative writing, Creative Writing Course conducted by XXX). ○ Include page numbers on the bottom right of each page. • Document type: .pdf, .doc, or .docx. Google Docs are not allowed.
2. Personal Statement	<p>(2) Personal Statement</p> <ul style="list-style-type: none"> • In not more than 500 words, write about a literary work you read that moved or excited you, and why you felt that way. • Personal Statement must be typed, 1.5 spaced, 12 pt. in Times New Roman font. • Name it this way: <Full name_personal statement>. • Document type: .pdf, .doc, or .docx. Google Docs are not allowed.
3. Annex A	<p>(3) Annex A</p> <ul style="list-style-type: none"> • Complete and Sign the 'Annex A: Declaration of Authenticity' Form. • Name it this way: <Full name_Annex A>

How to Submit	<ol style="list-style-type: none"> 1. Save portfolio, personal statement, and Annex A into 1 folder. 2. Name the folder using this format: <Full name_LA IBDP>. 3. Upload the folder to Google Drive. 4. Privacy Setting: ensure that it is set to 'Anyone with the link'. 5. Paste the shared link on the TA Portal in the 'Uploaded to External Site URL' field.
Note	<p>All documents submitted for shortlisting will be retained for the school's records. Certificates, achievement records, testimonials, recommendation letters are not required.</p>

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(C) Entrance Tests – Information for Non-DSA (Grade 10) applicants only

You may refer to the local GCE 'O' level assessment books for the following subjects to familiarise yourself with the topics and exercises.

Candidates will only be required to take one of the Science tests.

The entrance tests will be scheduled on 20 June. Only shortlisted Non-DSA applicants are required to take the tests.

More information will be shared with shortlisted candidates on how the tests will be conducted.

Test	Information
English Comprehension and Writing	<ul style="list-style-type: none">You will be given 5 minutes to read the instructions carefully, and 1 hour 15 minutes to complete the test.Based on an expository text, candidates will answer a variety of questions testing close reading and comprehension skills, vocabulary in context and the use of language for impact.Based on an expository text, students will respond to an author's key arguments.
Mathematics	<ul style="list-style-type: none">You will be given 5 minutes to read the instructions carefully, and 1 hour 30 minutes to complete the test.No calculator or Graphic Display Calculator is allowed.Formula Booklet will be provided.Candidates must complete 10 problem-solving questions that carry a total of 80 marks.The topics that will be covered are as follows:<ul style="list-style-type: none">Prior Knowledge of Year 1 to 4 Mathematics (Elementary Mathematics and some Additional Mathematics) is requiredFunctions and GraphsQuadratic Functions and GraphsNature of roots for Quadratic FunctionsLogarithmsTrigonometry: Identities, Double Angle Formula and Trigonometric GraphsDifferentiation of Polynomials, Exponential and Logarithmic FunctionsApplications of Differentiation: Increasing and Decreasing Functions and Equations of Tangents and NormalsIntegration of PolynomialsApplications of Integration: Area
Biology	<ul style="list-style-type: none">You will be given 5 minutes to read the instructions carefully, and 1 hour to complete the paper.The paper consists of 2 sections. Section A contains multiple-choice questions. Section B contains short-answer and extended-response questions. The paper carries a total of 40 marks.The topics include cells, movement of substances, nutrients, enzymes, nutrition in humans, transport in plants, heredity, molecular genetics, photosynthesis, cell respiration, gas exchange, circulatory system, homeostasis and nervous system.A calculator is required for Section B of this paper.
Chemistry	<ul style="list-style-type: none">You will be given 5 minutes to read the instructions carefully, and 1 hour to complete the paper.The paper consists of 2 sections. Section A contains multiple-choice questions. Section B contains short-answer and extended-response questions. The paper carries a total of 40 marks.The topics include kinetic particle theory, measurement and experimental techniques, elements, compounds and mixtures, the periodic table, atomic structure, chemical bonding and structure, stoichiometric relationships, acids, bases and salts, energetics, chemical kinetics, equilibrium, redox processes, the atmosphere and environment and organic chemistry.A calculator is required for Section B of this paper.The periodic table and names of elements will be provided.

Physics

- You will be given 5 minutes to read the instructions carefully, and 1 hour to complete the paper.
- The paper consists of 2 sections. Section A contains multiple-choice questions. Section B contains short-answer and extended-response questions. The paper carries a total of 40 marks.
- The topics include physical quantities and measurements, temperature and transfer of thermal energy, kinetic theory and thermal properties of matter, vectors and kinematics, dynamics, energy, work and power, other effects of forces, waves and electromagnetic spectrum, light, electric field and current of electricity, electric circuits, electric power, magnetism, electromagnetic induction and atomic structure and radioactivity.
- A calculator is required for Section B of this paper.
- A list of constants, multipliers, circuit symbols and formulas will be provided.

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(D) Audition Details for Shortlisted Applicants

(D.1) What You Will Experience During the Talent Academy

You will be required to participate in and complete the following compulsory activities in SOTA:

1. Entrance Tests (for Non-DSA candidates only)
2. Panel Interview and Online Questionnaires (no preparations required)
3. Arts Auditions:
 - a. 2 Writing Tasks
 - b. 1 Individual Interview

(D.2) How to Prepare for Literary Arts Audition

Activity	Description
2 Individual Writing Tasks	<ul style="list-style-type: none">● Be prepared to complete 2 writing tasks.● You will receive instructions for the tasks prior to the start of the activities.● You will need to bring the following:<ol style="list-style-type: none">a) Dark blue or black ballpoint pensb) A hard copy (printed out) of your creative writing portfolio that you submitted via the TA portal.● You will be assessed for:<ul style="list-style-type: none">○ Language○ Imagination○ Knowledge of writing form conventions○ Critical and analytical abilities
1 Individual Interview	<ul style="list-style-type: none">● You will be interviewed by a panel comprising teachers from the Literary Arts Faculty, who will ask questions to find out more about you, your strengths and interests.

(D.3) What to Bring

Entrance Tests (Non-DSA/Grade 10 candidates only)	<ul style="list-style-type: none">• A copy of your TA Schedule• Student Concession Card (studying in Singapore) or a copy of your Passport (residing overseas)• All writing materials will be provided for you.
TA Schedule 1 (Page 9)	<ul style="list-style-type: none">• A copy of your TA Schedule• Student Concession Card (if you're studying in Singapore) or a copy of your Passport (residing overseas)• Dark blue or black ballpoint pens• The original creative writing portfolio, personal statement, and Annex A you have submitted via the TA Portal.• Wear comfortable clothing. Bring a sweater/jacket as you will be in air-conditioned venues. No shorts/short skirts, singlets, sandals or slippers are allowed.
TA Schedule 2 (Page 9)	<ul style="list-style-type: none">• A copy of your TA Schedule• Student Concession Card (if you're studying in Singapore) or a copy of your Passport (residing overseas)• Wear comfortable clothing. Bring a sweater/jacket as you will be in air-conditioned venues. No shorts/short skirts, singlets, sandals or slippers are allowed.
Note	<p>Food</p> <ul style="list-style-type: none">• The canteen will be operating from 21 June – 23 June.• At least 1 halal stall and 1 drink stall will be operating (vegetarian stall not opened).• You may bring packed food and drink. <p>Movement & Safety</p> <ul style="list-style-type: none">• A group of SOTA students will be accompanying you throughout your day in SOTA.• You will also be with a group of other candidates.• Always remain with your group.• Always inform one of the SOTA students if you need to use the restroom or if you have left any items at the previous venue. Most importantly, have fun and make friends. <p>Release from SOTA</p> <ul style="list-style-type: none">• All candidates who have completed all scheduled activities for the day will return to the assembly hall.• When you're ready to leave, present your TA schedule to the SOTA staff.• The SOTA staff attending to you will stamp and date your release time on your TA Schedule.• Make your way to the level 5 gantry to exit the school. You will be asked to show your TA schedule by the security officer at the gantry for proof of stamp and release time.• You are strictly not allowed to use your mobile phone for the entire duration of the TA.

(D.4) How to Read Your Schedule

Below is a sample of the downloaded TA Schedule.

Talent Academy 2023 Schedule			
Name :			
Index No :			
TA Schedule 1		TA Schedule 2	
Date		Date	
Reporting Time		Reporting Time	
Release Time		Release Time	
Warm-Up Time (Music performance only)		Group	
Solo Performance Time (Music performance only)		Panel	
TA Schedule 3 (Not Applicable)		TA Schedule 4 (Not Applicable)	
Date		Date	
Reporting Time		Reporting Time	
Release Time		Release Time	
Warm-Up Time (Music performance only)		Group	
Solo Performance Time (Music performance only)		Panel	

SAMPLE

A. How to Read Your Schedule

TA Schedule 1

- Dance: Group activities, performance and interview. Wear your dance attire.
- Literary Arts: Group activities, portfolio presentation and interview. Bring your portfolio.
- Music (Creating): Group activities and interview.
- Music (Performance): Group activities, solo performance and interview. Bring your instrument.
- Theatre: Group activities, monologue presentation and interview.
- Visual Arts: Group activities. Materials provided. Online Questionnaires. No preparations required.

TA Schedule 2

- Dance, Literary Arts, Music, Theatre: Panel interview and Online Questionnaires. No preparation required.
- Visual Arts: portfolio presentation and interview. Bring your portfolio. Panel interview. No preparation required.

B. What to Bring for verification of candidates

- Candidates studying in Singapore – Student Concession card (school issued ezlink card).
- Candidates studying overseas – a copy of your passport.

C. Things to Note

- Refer to the TA Notes for more information on what to prepare and bring.
- Check the 'Announcement' page via the TA Portal for more information about your TA.

D. Reporting Venue

- Level 2 (Ground Floor) in front of the escalator.

Annex A

**TALENT ACADEMY 2023 LITERARY
ARTS
IBDP APPLICANTS**

DECLARATION OF AUTHENTICITY

Instructions

- To be completed by the applicant
- **Complete and Sign** Annex A: Declaration of Authenticity
- **Save** the Creative Writing portfolio, Personal Statement and Annex A into 1 folder.
- **Name** the folder using this format: <Full Name_LA IBDP>
- **Upload** the folder to Google Drive.
- **Privacy Setting:** Anyone with the link
- **Paste** the shared link on the TA Portal in the 'Uploaded to External Site URL' field.

Applicant's Full Name: _____
(As per birth certificate/Re-Entry Permit/Passport/Student Pass)

Creative Writing Portfolio			
SN	Completion Date	Title of Work	Source (Composition task for school/writing course/personal creative writing, etc)
1			
2			
3			
4			
5			
6			

I hereby declare that the following works submitted* for my application via the TA Portal were 100% written and completed by me.

Works Submitted:

1. Creative Writing Portfolio
2. Personal Statement

*as described in the TA 2023 Preparation Notes and Checklist for DSA-JC IBDP and Non-DSA IBDP Literary Arts.

Applicant's Signature

Annex B

Guide to uploading and compressing videos and/or documents for submission via the TA Portal

1. How do I upload videos and files to Google drive?

You may refer to the [Google Support page](#) for assistance

Direct Link:

<https://support.google.com/drive/answer/2424368?co=GENIE.Platform%3DDesktop&hl=en>

Google Search Engine

In google search engine, type the following keywords: How to upload files or folders to google drive

2. How do I upload videos to YouTube?

You may refer to the [YouTube Support page](#) for assistance

Direct Link:

https://support.google.com/youtube/answer/57407?hl=en&ref_topic=7505892

Google Search Engine

In google search engine, type the following keywords: How to upload video to YouTube

3. How do I convert, compress or merge documents to PDF?

There are many free online websites you can use. Below are a few suggestions. Please note that SOTA is not affiliated to any of these sites. The links below will bring you to an external website not hosted by SOTA.

Convert word document to pdf document

- a. www.freepdfconvert.com
- b. <https://smallpdf.com/word-to-pdf>

Compress / Resize pdf documents

- a. http://www.ilovepdf.com/compress_pdf

Merge individual pdf documents into 1 document

- b. http://www.ilovepdf.com/merge_pdf