

Graduate Student Leave System (Research students)

Vacation Leave

A full-time graduate research student may be granted vacation leave up to a maximum of 21 working days in a calendar year, subject to satisfactory academic progress of the student and approval of the School.

Students under NTU scholarship would have their stipend paid during their vacation leave.

Outpatient Medical Leave, Hospitalisation Medical Leave & Maternity Leave

A graduate research student shall be granted medical leave according to the period prescribed in the medical certificate up to a maximum total of 60 days in a calendar year, out of which Outpatient Medical Leave may be given up to a maximum of 14 days. The remaining period of medical leave permitted may be granted in the form of Hospitalisation Leave or Maternity Leave.

The medical certificate as mentioned above is to be issued in Singapore by a medical practitioner registered with the Singapore Medical Council or a dental officer registered with the Singapore Dental Council.

Medical certificates issued by overseas medical practitioners or dental officers are not acceptable.

Students under NTU scholarship would have their stipend paid during their medical leave.

Compassionate Leave

A research student shall be granted compassionate leave of up to 3 working days on the bereavement of an immediate family member. The compassionate leave may be taken any time either consecutively or within 7 calendar days of decease date of the immediate family member. For the purpose of this provision, an immediate family member refers to student's spouse, child, parent, parent-in-law, siblings and grandparent.

Students under NTU scholarship would have their stipend paid during this period of away.

Reservist/In-Camp Training

Applicable to male Singapore citizens only.

Students under NTU scholarship would have their stipend paid during this period of away.

Leave of Absence

A research student can only apply for leave of absence after he has consumed his 21 days of vacation leave.

Students under NTU scholarship would have their stipend stopped during their period of absence.