

## After Acceptance

Welcome to NTU!

This summary of admission procedures is specially prepared for international students matriculating in Academic Year 2012-13, commencing on 6 August 2012 (see [Academic Calendar](#)). The procedures can be done only after you have obtained your matriculation number. It has to be read in conjunction with the **Freshmen Admissions Handbook** and also the **Guide for New International Students**. You will be able to view the handbook and guide online in June 2012.

You should read also the following:

- [Academic Integrity and Your Success at NTU](#)
- [NTU Honour Code](#)
- [NTU IT Rules for Student User Accounts](#)
- [Medical and Insurance Coverage](#)
- [Survival Guide](#)
- [Freshmen News](#)

Remember to update us at [adm\\_intnl@ntu.edu.sg](mailto:adm_intnl@ntu.edu.sg) if there is a change in your contact numbers or email address to avoid missing important messages like Hostel allocation, etc.

[Prior to Arrival at NTU](#)  
[After Arrival at NTU](#)

Prior to Arrival at NTU	Remarks / Deadline	✓
<p><a href="#">Change your password</a> to activate your network account. Note that access to StudentLINK e-services <b>will not</b> be available until you have <i>matriculated online</i>.</p> <p><a href="#">Access</a> your e-mail services and suite of <a href="#">Windows LIVE</a> e-services. You will be prompt to change your password at your 1<sup>st</sup> login.</p> <p>The password is your matric number (case sensitive).</p>	<p>1 day after obtaining your matriculation number and selecting your preferred network account</p> <p><i>If you cannot remember your username, check at <a href="#">acceptance link</a>.</i></p>	
<a href="#">Online</a> Declaration and submission of photograph	25 June 2012	
<a href="#">Disclosure of Health Information</a> . <i>A nil return is required.</i>	2 July 2012	
<p>Apply online for <a href="#">NTU Study Loan &amp; Bursary</a>, where applicable</p> <p><i>(for students paying <b>subsidized</b> tuition fee only. To indicate 'NA' under local address if you do not have an address in Singapore yet.)</i></p>	<p>Within 2 weeks after obtaining matriculation number.</p> <p><i>(Not applicable to Poly and S'pore GCE 'A' Level students as you have already applied during admission exercise.)</i></p>	
<a href="#">Apply for Hostel Accommodation online</a>	May / June 2012	
<p><a href="#">Provide passport details online</a></p> <p><i>If you are renewing your passport, submit only when new passport is available.</i></p>	Before arrival to NTU, once passport is available.	
<p><a href="#">Apply for Student's Pass</a> - submit <a href="#">Student's Pass On-line Application &amp; Registration (Form 16)</a>.</p> <p><i>Please check login details at <a href="#">Student's Pass Application</a> in June. Read also the <a href="#">ICA Guide notes</a>.</i></p>	11 June 2012 onwards	

Prior to Arrival at NTU	Remarks / Deadline	√
<p><a href="#">Provide arrival information online</a></p> <p><i>Please submit your arrival information on time for ISC to make the arrangement for your arrival. An email on the arrival and check-in procedures will be emailed to you 7 days prior to your arrival.</i></p>	by 2 July 2012	
<p><a href="#">Check and Accept Hostel Allocation</a></p>	TBA	
<p>Check if you are required to take <a href="#">Qualifying English Test</a></p>	16 July (1000 hrs) to 5 August 2012	
<p><a href="#">Matriculate online</a> and print subject timetable</p> <p>Read more details on <a href="#">Course Registration</a>.</p>	31 July to 2 August 2012 (1000 hrs to 2200 hrs)	
<p>Guarantor to sign the Tuition Fee Loan <a href="#">hardcopy application form &amp; TFL Letter of Offer</a> in home country <b>in the presence of a notary public or bank officer</b>, where applicable.</p> <p>Check <a href="#">here</a> on the summary of application procedure.</p> <p><i>(for students paying <b>subsidized</b> tuition fee only)</i></p>	Prior to departure for Singapore	
<p>Prepare <a href="#">Banker's Guarantee</a> (BG)</p> <p>Any bank which has a branch in Singapore and able to produce the format of Banker's Guarantee (BG) as shown. This may be done in Singapore after your arrival. Recommended bank – OCBC (on campus).</p> <p><i>(for students paying <b>non-subsidised</b> tuition fee only)</i></p>	The offer letter indicating the validity period must be produced to the bank.	
<p>Complete <a href="#">Authorisation Form of Medical Procedures</a> and duly signed by parent(s)/guardian or Local Guardian (whichever applicable) and <a href="#">upload</a> it online before departure. Original copy to submit during registration at International Student Centre (ISC).</p>	Prior to departure for Singapore	
<p>Complete <a href="#">Appointment of Local Guardian Form if you have a guardian in Singapore</a> and upload it online before departure. Original copy to submit during registration at ISC.</p>	Prior to departure for Singapore	
<p>Bring <b>original</b> copy (note that photocopies are not acceptable) of academic results and certificate for verification exercise.</p> <p><i>For students with <b>international qualifications only</b>. All original copy of the academic results and certificates submitted during admission exercise must be produced for verification.</i></p>	Verification exercise will be conducted in end Sept/early October 2012.	
<p>Visit the <a href="#">International Student Centre (ISC)</a> website to prepare your arrival</p> <p>Complete <a href="#">Online Emergency Contact Form</a></p>	Prior to departure for Singapore	

After Arrival at NTU	Deadline	✓
Follow the arrival and check-in procedures sent by International Student Centre.	Upon arrival	
Report to International Student Centre (ISC) for a briefing on the administrative procedures to be completed. You are required to bring these documents for registration: <ol style="list-style-type: none"> <li>1. Admission Letter</li> <li>2. Passport (with embarkation card)</li> <li>3. Authorisation Form of Medical Procedures</li> <li>4. Appointment of Local Guardian Form (if applicable)</li> </ol>	TBA	
Obtain appointment date and time from ISC during registration for <ul style="list-style-type: none"> <li>• <a href="#">Medical Examination</a></li> <li>• Collection of Student's Pass</li> </ul>	Upon arrival	
Open a bank account and complete the Application Form for Interbank GIRO.	Upon arrival	
Apply or Submit <a href="#">Tuition Fee Loan application form</a> to OCBC/DBS branch in Singapore, where applicable  <i>(for students paying <b>subsidized</b> tuition fee only)</i>	1 May to 15 August 2012	
Sit for <a href="#">Qualifying English Test</a> , if required	Monday, 6 August 2012	
Attend Orientation Talk for International Students organized by ISC at Nanyang Auditorium	TBA	
Attend <a href="#">Freshmen Welcome Ceremony</a> according to your programme of study at Nanyang Auditorium and College/School Orientation Programme	7, 8 and 10 August 2012	
<a href="#">Collect Matriculation card</a>	TBA	
Submit duly completed Interbank GIRO Application Form to Office of Finance	10 August 2012	
Last day to complete medical examination. MC1 must be submitted to NTU Medical Centre.  <i>The University will de-register student(s) who fail to complete the medical examination by the stipulated date from the course of study offered.</i>  <i>The offer of a place in NTU will lapse if the student is certified as medically unfit (physically and/or mentally) to study by the examining doctor.</i>	11 August 2012	
<a href="#">Apply for PC Loan</a> (if applicable)	August 2012 (tentative)	
Complete formalities and collection of Student's Pass (ICA Off-Site Enrolment in NTU).  <i>After completion of online matriculation and collection of medical examination report.</i>	TBA	
Submit dully <a href="#">completed declaration</a> as a non-subsidised fee paying student  Submit <a href="#">Banker's Guarantee</a>  <i>(For students paying <b>non-subsidized</b> tuition fee only)</i>	6 September 2012	

After Arrival at NTU	Deadline	✓
<p><a href="#">Apply online for MOE Tuition Grant</a></p> <p>Students whose sureties are in home country can download the TG Agreement at MOE website from 16 Sept 2012 onwards. Sureties are to sign the Agreement in the presence of a notary public. The duly signed agreement must be returned to you before the signing period.</p> <p><i>(For students paying <b>subsidized</b> tuition fee only)</i></p>	4 – 14 September 2012	
<p>Pay fees. Check your E-bill at <a href="#">StudentLINK</a>. It will include <a href="#">Tuition Fee</a>, <a href="#">Miscellaneous Fees</a>, Hostel Fee (if applicable), etc</p> <p><i>Ensure sufficient fund is available in your bank account for GIRO deduction.</i></p>	End August/Early September 2012	
<p>Provide Student's Pass details and upload a scanned copy along with your matriculation card <a href="#">online</a>. (see sample <a href="#">here</a>)</p> <p><i>Scanning facilities is available in the <a href="#">NTU libraries</a>.</i></p>	Within 2 weeks after you have collected your Student's Pass	
<p>Attend Verification of Original Documents Exercise <i>(For students with international qualifications only).</i></p> <p><i>Details will be emailed to your NTU email account closer to the verification period.</i></p>	Mid September/Early October 2012	
<p>Sign <a href="#">MOE Tuition Grant Agreement</a></p> <p><i>(for students paying <b>subsidized</b> tuition fee only)</i></p>	18, 19, 22, 23 October 2012	
<p>Update your personal contact information in Singapore at <a href="#">StudentLINK</a></p>	After matriculation, whenever change is required during the whole duration of study.	

TBA – To be advised

Updated as at 27 January 2012

**Office of Admissions and Financial Aid**

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 | International Admissions | Tel: +65 6790 5806/5807 | Email: [adm\\_intnl@ntu.edu.sg](mailto:adm_intnl@ntu.edu.sg) |

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