

## Admission Procedures for Singaporean & Singapore Permanent Residents matriculating in Academic Year 2012-13

Welcome to NTU!

This summary of admission procedures is specially prepared for 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**. You will be able to view the handbook 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](#)
- [A General Guide to the Law on Internet Postings](#)
- [Dress Code for Students](#)
- [Procedures governing breaches of conduct](#)
- [Medical and Insurance Coverage](#)
- [Survival Guide](#)
- [Freshmen News](#)

Description	Remarks / Deadline	<input checked="" type="checkbox"/>
Obtain your matriculation number and network account <a href="#">online</a>	June 2012 or as stated in offer letter (foreign qualifications)	
<p><a href="#">Change your password</a> to activate your network account. Note that access to StudentLINK e-services <u>will not</u> be available until you have <a href="#">matriculated online</a>.</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><i>Please note that important notices on examinations, registration of courses and other student matters are regularly broadcast on StudentLINK. You should constantly refer to StudentLINK for important notices and messages. You should also check your e-mail account regularly for messages.</i></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> <p><i>You may access <a href="#">INTU</a> after your network account has been activated.</i></p>	
<p>Go for Medical Examination</p> <p>Book your appointment online according to the scheduled date. Part 1 of <a href="#">MC 1</a> should be completed before your appointment date. Chest X-ray should also be done after medical examination. Students in Biomedical Sciences &amp; Chinese Medicine programme must complete also <a href="#">Additional Medical Examination Form</a>.</p>	<p>Mid June – mid July 2012</p> <p><i>Contact the Medical Centre at <b>6793 6828/6974</b> for another date if you are unable to come on the scheduled date.</i></p> <p><i>The medical examination can also be done at any registered physician in Singapore. The completed <a href="#">MC 1</a> and X-ray report must be submitted to the Medical Centre by <b>11 August 2012</b>.</i></p>	
<a href="#">Online</a> Declaration and submission of photograph	25 June 2012  If receive offer after 25 June 2012: <b>same closing date as offer acceptance</b>	

Description	Remarks / Deadline	<input checked="" type="checkbox"/>
Apply for <a href="#">Financial Assurances</a> , where applicable <a href="#">Tuition Fee Loan</a> <a href="#">CPF Education Scheme</a> <a href="#">Mendaki Tertiary Tuition Fee Subsidy</a> <a href="#">Post Secondary Education Account (PSEA)</a>	1 May – 15 August 2012 Tentatively June – July 2012 Tentatively June – July 2012 Tentatively June – July 2012	
<a href="#">Apply for Hostel Accommodation online</a> (if applicable) Hard copy will be given to students who receive their offer after the closing date.	4 June, 0900 hrs to 9 July, 1730 hrs.	
Apply for Tertiary Student Concession Card (if applicable)  <u>Bulk Application Exercise</u> Check your <a href="#">eligibility status</a> online (from end June 2012) before approaching any <a href="#">TransitLink ticket office</a> . You are required to bring along the following: <ul style="list-style-type: none"> <li>• Your NRIC</li> <li>• S\$8 (non-refundable for Card cost &amp; Personalisation fee)</li> </ul> <u>Collection of the concession card</u> – at NTU Student Affairs Office, Student Services Centre, Level 6. You will receive the notification through your NTU email account when the card is ready for collection. Activate your card at any <a href="#">TransitLink ticket office</a> by paying the balance S\$10.	2 July 2012 to 31 August 2012  <i>You may apply for the concession card <u>after</u> the bulk application exercise from 17 September 2012 at any <a href="#">TransitLink Concession Card Replacement Office</a> with your NRIC, pay a fee of S\$18 and the card will be issued to you on the spot.</i>  For guidelines and usage of the concession card, visit: <a href="http://www.transitlink.com.sg/ps-ccard-tertiary.html">http://www.transitlink.com.sg/ps-ccard-tertiary.html</a> and <a href="http://www.ezlink.com.sg">www.ezlink.com.sg</a> .	
<a href="#">Check</a> if you are required to take <a href="#">Qualifying English Test</a>	16 July (1000 hrs) to 5 August 2012 (2200 hrs)	
<a href="#">Check and Accept Hostel Allocation</a> (if applicable)	20 July 2012	
<a href="#">Matriculate online</a> and print subject timetable	31 July to 2 August 2012 (1000 hrs to 2200 hrs)	
Accept NTU Study Loan / Bursaries via <a href="#">StudentLINK</a> (if applicable)	After matriculation	
<u><i>For Singaporean only</i></u> Print the duly completed <b>Tuition Grant application form</b> at <a href="#">acceptance link</a> , sign together with your parent/guardian and submit it by hand or through post to the <a href="#">Office of Admissions &amp; Financial Aid</a> .	6 August 2012	
<u><i>For Singapore Permanent Resident only</i></u> Complete <a href="#">Authorisation Form of Medical Procedures (N1)</a> and duly signed by parent(s)/guardian or Local Guardian (whichever applicable) and <a href="#">upload</a> it online. Original copy to submit during registration at International Student Centre (ISC).	6 August 2012	
<u><i>For Singapore Permanent Resident only</i></u> Complete <a href="#">Appointment of Local Guardian Form (N2)</a> if you have a guardian in Singapore, scan and save it in a single file with the Authorisation Form of Medical Procedures and upload it online. Original copy to submit during registration at ISC.	6 August 2012	

Description	Remarks / Deadline	<input checked="" type="checkbox"/>
Submit duly completed (Part 1) <a href="#">Interbank GIRO Application Form</a> to Office of Finance	20 July 2012 <i>GIRO is not only for payment of school fees but also for the University to credit any payment (e.g. scholarships allowance, bursary, etc) into the account.</i>	
Collect Matriculation card	2 August 2012 onwards according to your programme of study. Check details <a href="#">here</a> .	
Sit for <a href="#">Qualifying English Test</a> , if required	6 August 2012	
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	
Last day to complete medical examination. MC1 must be submitted to NTU Medical Centre.  <b><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></b>	11 August 2012	
<b><i>For Singapore Permanent Resident only</i></b> <a href="#">Apply online</a> for MOE Tuition Grant.  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.	4 – 14 September 2012	
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	End August/Early September 2012	
Attend Verification of Original Documents Exercise <i>(for students with international qualifications only.)</i>  <i>Details will be emailed to your NTU email account closer to the verification period. The offer of admission will lapse if the student is unable to produce his/her original academic documents during verification exercise.</i>	Mid September/Early October 2012	
<b><i>For Singapore Permanent Resident only</i></b> Sign <a href="#">MOE Tuition Grant Agreement</a>	18, 19, 22, 23 October 2012	
Update your personal contact information at <a href="#">StudentLINK</a> , at 'Change of Personal Particulars', under 'Administrative Matters'	After matriculation, whenever change is required, during the whole duration of your study.	

Updated as at 17 May 2012

**Office of Admissions and Financial Aid**

Student Services Centre, Level 2, 42 Nanyang Avenue, Singapore 639815

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