

Verification Details Research Programmes – AY2024 Semester 1 (August Intake)

Important Dates

Dates	Action Required	Action By
After 01 June 2024	Submit Student Pass application.	Full Time International Students
10 July to 12 August 2024	<ol style="list-style-type: none"> 1. Complete Online Verification form via E-Verification portal. Please click here for the Guide. 2. All students are required to complete E-Verification before proceeding to Online Matriculation. 3. Upload outstanding documents: <ul style="list-style-type: none"> • If your admission is on conditional offer • Degree verification report • As requested by Office of Admissions 	All Students (Students to check inbox/junk mail)
10 to 16 July 2024	Complete Online matriculation . Please ensure you have completed e-verification.	All Students
01 June 2024 onwards	Health Screening to refer to point 4 .	All Students
12 August 2024	Start of AY2024 Semester 1	All Students

Explanatory notes:

1. Student Pass

a. For Full- Time International Students

To apply for student pass, please access <https://www.ica.gov.sg/pass/studentpass/ihl> to submit the Student's Pass Online Application and Registration (SOLAR) electronically.

- SOLAR Information can be found in Offer Acceptance Confirmation email. Please check inbox/junk mail after you have accepted the offer.
- Please check all information in SOLAR before submitting your Student's Pass application.

Information on application of Student's Pass can be found [here](#).

Note: Please do not make any early travel plans without IPA letter.

For Full-Time International students holding IPA letter who are residing in Singapore currently, you proceed to complete the formalities by ICA.

b. Immigration Pass (Part- time International Students)

International Students who are not a citizen or Permanent Resident of Singapore must ensure that they possess a valid immigration pass issued by ICA or Ministry of Manpower (MOM) to study and reside in Singapore throughout the entire period of their studies.

If you have questions or enquiries on STP application, please contact OneStop@SAC by submitting the [enquiry form](#) stating the below information:-

- Name of Student
- School
- Application No

2. Online verification via E-verification portal

To complete the verification process, kindly refer to this [link](#). It contains all the necessary information and instructions regarding the verification procedures. We recommend reviewing the guidelines carefully and taking the required actions promptly.

All students must login to the E-verification portal to complete the form and upload required documents. When completing the form, please ensure your keyboard setting (Language Preference) is "English" and not other languages.

Documents to be uploaded into the E-Verification Portal

- a. For **Conditional Offer** (i.e. subject to attaining a Bachelor/ Masters' degree), you are required to upload **Bachelor/ Masters' degree scrolls and Official Transcript** (Original and English Language translated).

If you are unable to upload Bachelor/ Masters' degree scroll during verification period, you are to upload a **letter of completion** from your University stating that you have completed and attained Bachelor/ Masters' degree.

Do not complete e-verification if you did not meet the condition stated on the offer letter. Kindly contact your school for assistance.

- b. **Degree Verification Report (in English)**

All students who are issued with overseas degree are required to obtain an official verification report from an NTU approved credential verification agency. Do refer [here](#) for the approved verification agencies. Verification of the highest qualification is mandatory if you possess multiple degrees.

Please ensure that you upload the report within one month from 12 August 2024. It is important to note that if you are on a scholarship, **failure to provide the report by 12 September 2024 will result in the withholding of your stipend.**

- c. **Full time international students - Valid Student's Pass (Front and Back or digital copy)** issued by Immigration and Checkpoint Authority of Singapore (ICA).
This will be available once you had completed the formalities by ICA.
- d. **Last day of Employment Letter** (applicable only for students who resign to pursue PhD/Master at NTU).
- e. If you are currently pursuing a degree at another university, please provide a **termination letter** from your previous university as proof of your withdrawal from the program in order to pursue your PhD/Master's degree at NTU. This requirement is applicable only to students who fall under this category.

If the Office of Admissions has notified you about any additional documents required, please ensure that you furnish those documents accordingly.

Update of Emergency Contact, Singapore Mailing Address and Contact Number

All students must update these in Online Verification form. If Singapore mailing address and Singapore contact number is not available upon submission of online verification form, you are required to update the information in Graduate Student Link (GSLink) once accessible.

3. Online Matriculation

All students must complete [online matriculation](#) to become a registered student of NTU. Your name would not be registered to the University's register if you do not matriculate online.

Please ensure that you have completed the following procedures before proceeding with Online Matriculation:

- Accepted Offer, Obtained Matriculation number, and Created Network Account
- Completed Online Verification
- Obtained IPA letter (For Full time international students)
- Obtained Employment Pass / S Pass (For Part time international students)

4. Health Screening

The offer of admission is made to you subjected to the condition that the University is satisfied that you have the medical fitness to pursue the programme of study. As such, **all students MUST** undergo health screening prior to admission to determine their medical fitness to pursue the programme of study in the University. Health screening is conducted at the campus clinic - Fullerton Healthcare @ NTU, University Health Service (UHS).

You will receive an email from Fullerton Healthcare after you have accepted the offer and obtained your matriculation number. Please follow the instructions to complete the health screening. Do keep a lookout for the email from Fullerton as the link for making an appointment is unique to individual.

Please call the Fullerton Healthcare @ NTU directly at 6793 6828 or email them at: ntu@fullertonhealth.com if you require assistance for the booking of your health screening appointment.

Please click [here](#) for more information.

5. Accommodation

Please check the accommodation website for updates on housing application period:
<https://www.ntu.edu.sg/life-at-ntu/accommodation/graduate-housing/apply-for-housing>

For further enquiries, please email to och-pg@ntu.edu.sg

6. Medical Insurance

All full-time matriculated students are covered under the NTU student insurance schemes. To find out more about the medical and insurance schemes or opt out options, please click [here](#).

7. Scholars with a 6-year Bond Obligation (Not Applicable to Tuition Grant Recipients)

If you are admitted for the full-time research programme and were previously awarded an undergraduate scholarship to study at NTU with a 6-year bond obligation, you will need to write to the following Office/ Ministry for approval to pursue the research programme at NTU:

Human Resources (Bond Management)
NTU Shared Services
NSS One-Stop
NS3-01-03 Academic Complex North
Singapore 639798

Email: GradScholars@ntu.edu.sg
Telephone: (65) 65923139 or 65923140

Please obtain the letter of approval from MOE or NSS-HR (Bond Management) and upload it via https://venus.wis.ntu.edu.sg/GEVER/GEVER_StudentStartPage.aspx .

8. Payment

The bill for tuition fees and miscellaneous fees will be sent to the student by the NTU Shared Services (NSS-Finance) approximate 2 weeks after you have registered formally with the University.

9. Scholarship disbursement

Please ensure that you have updated your Singapore bank details via GSLink. In addition, international students need to be in Singapore for allowances/stipends disbursement. Kindly notify your respective school when you have reached Singapore.