

# Verification Details For Higher Degree - Research Students AY 2020 (January Intake)

## 1. Who is required to attend onsite verification?

Student who belongs to any of the category below need to attend onsite verification.

1. Bachelor degree is from overseas University.
2. Bachelor degree is from local Autonomous University and Master degree is from overseas University.
3. Bachelor degree from overseas University and Master degree is from local Autonomous University.

Local Autonomous Universities refer to:

1. Nanyang Technological University
2. National University of Singapore
3. Singapore Management University
4. Singapore University Technology and Design
5. Singapore Institute of Technology
6. Singapore University of Social Sciences

For current NTU graduate students under Masters programme by Coursework eg. Master of Science (M.Sc.), you are required to produce either one of the documents mentioned the below:

- a. Letter of Certification via GSLink (Graduate Students Link); or
- b. Letter of Certification by School's Chair

For current NTU graduate students under Masters programme by Research e.g. Master of Engineering (M.Eng.), you are required to produce either one of the documents mentioned the below:

- a. Letter of Certification via GSLink (Graduate Students Link); or
- b. Print screen from Thesis Submission System to show submission of thesis

Please refer to **Appendix A** for documents to provide during onsite verification.

## 2. Who is exempted from onsite verification?

Student who belongs to any of the category below will be exempted from onsite verification.

1. Holds Bachelor degree only and the awarding institute is from local Autonomous University.
2. Holds both Bachelor and Master degrees and the awarding institutes are from local Autonomous University.

If you are currently pursuing your degree in local Autonomous Universities as stated above, please upload your certificate and official transcript to the link below by 6 January 2020.

[ [https://venus.wis.ntu.edu.sg/GEVER/GEVER\\_StudentStartPage.aspx](https://venus.wis.ntu.edu.sg/GEVER/GEVER_StudentStartPage.aspx) ]

### 3. Verification Onsite details

You are required to book an appointment and attend the verification on the assigned date and time. This is to help you go through the verification process without any delay.

**Date : 7 – 8 January 2020**  
**Time : 9.30am – 12noon & 2.30pm – 4pm**  
**Venue : [The Hive, LHS-LT](#)**

Important notes when booking appointment

- Portal will be open to make an appointment on **2 December 2019**.
- Booking of appointment will be on first-come-first-served basis.
- If you are not able to book your preferred slot, you may walk-in to the venue, however, the waiting time will be slightly longer as students with appointment will be served first.
- If you wish to cancel or change your appointment, it has to be done 7 days prior to your original appointment date.

You may refer and book your verification appointment via the below link:-

<https://venus.wis.ntu.edu.sg/abs/Student/Login.aspx?Appl=17B4EC3A>

### 4. International students

#### a. **Student Pass (For Full-Time International Students)**

**[Please submit application for student's pass after 1 Nov]**

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

**Please check all information in SOLAR before submitting your Student's Pass application.**

#### Collection of Student's Pass

Please note that the completion of the formalities with ICA and collection of your Student's Pass is strictly by appointment only. ICA will issue the Student's Pass to students at NTU during peak enrolment periods. The ICA offsite and registration details will be provided in December via email notification.

You can refer to our One Stop website:

(<https://www.ntu.edu.sg/OneStop/OurServices/Immigration/STP/Pages/Application-of-Student's-Pass.aspx>) for more details on Student Pass matters.

For further Student's Pass enquiries, please email to [ossac@ntu.edu.sg](mailto:ossac@ntu.edu.sg).

#### 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.

### 5. 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 (Part-Time and Full-Time) must undergo and pass a health screening test prior to admission to the University.**

You may refer and book your health screening appointment from **2 December 2019** onwards via the below link:

<https://venus.wis.ntu.edu.sg/abs/Student/Login.aspx?Appl=E41433BC>

**6. 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.

**7. Accommodation**

You may apply for on-campus accommodation when you have been offered for admission. Application for accommodation is done online at

<http://www.ntu.edu.sg/has/Graduate/Pages/index.aspx>.

For further enquiries, please email to [has-pg@ntu.edu.sg](mailto:has-pg@ntu.edu.sg).

**8. Medical Insurance**

3 medical schemes are available for Graduate students.

Group Hospitalization and Surgical Insurance (GHSI)	Compulsory for all SPR and International students. Singaporean students can opt out
Group Personal Accident Insurance (GPAI)	Optional for all students.
Medical Scheme	Compulsory for all NTU full-time Graduate students.

Information on the Insurance schemes can be found here:

<https://www.ntu.edu.sg/OneStop/OurServices/Insurance/Pages/home.aspx>

For further enquiries, please email to [ossac@ntu.edu.sg](mailto:ossac@ntu.edu.sg).

**9. Academic Calendar**

[Click here](#) for important dates to note for the academic year.

**10. 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  
Nanyang Technological University  
Student Services Centre, Level 5  
42 Nanyang Avenue, Singapore 639815

**Email:** [GradScholars@ntu.edu.sg](mailto: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](https://venus.wis.ntu.edu.sg/GEVER/GEVER_StudentStartPage.aspx).

### Documents required during onsite Verification

You **MUST** produce the following **original documents** for our onsite verification:

- a) NTU's E-offer letter for admission.  
For applicants whose conditional offer is based on Bachelor degree, if your Bachelor degree does not have an honours classification, you are required to submit their complete results (including final semester's) to Associate Chair (Research) or Chair's designate of the NTU School that they are enrolling into for verification. This should be done before verification. Please **DO NOT** come for verification until acceptance of the degree has been obtained from Associate Chair (Research) or Chair's designate of the NTU School in writing, as the validity of the offer of admission hinges on his/her approval.
- b) Identity card (and passport for non-Singaporeans / valid entry/ re-entry permit for Singapore Permanent Residents).
- c) Original transcripts of academic results and degree certificates (the transcripts must bear the valid stamp of the University and the name and signature of the authorised person) :
  - i. Bachelor's degree transcripts of full academic results
  - ii. Official English translation of the Bachelor's degree transcripts if item (i) are not in English
  - iii. Bachelor's degree certificates
  - iv. Official English translation of the Bachelor's degree certificates if item (iii) are not in English
  - v. Master's degree transcripts of full academic results
  - vi. Official English translation of the Master's degree transcripts if item (v) are not in English
  - vii. Master's degree certificates
  - viii. Official English translation of the Master's degree certificates if item (vii) are not in English
- d) TOEFL/IELTS and GRE/GMAT/GATE Scores (for international students), if applicable.
- e) Letter from employer stating the last day of your service (*for full-time students only*).
- f) Declaration of evidence of holding any other scholarship or fellowship, if applicable.
- g) Employment Pass (Part Time International Students working in Singapore only).
- h) Deferment of Bond (Scholars with a 6-year Bond Obligation).
- i) Letter from home university stating withdrawal from higher degree programme (for applicants who are currently pursuing another higher degree programme in NTU or other universities)
- j) Health screening receipt from NTU University Health Service.

For applicants who are unable to obtain the necessary certificates and transcripts ready during verification, please request from your former University a Letter of Certification (with the stamp of the University) stating the following:

- Degree awarded to you
- Period of study
- When the original documents would be granted to you

#### **Note:**

We would accept the above stated documents for verification. However, during verification, you will need to provide a date which you can show us the original documents as indicated above (if applicable).

**Your verification is not complete if any of the above-stated original documents is not produced during the session.** For those who are awarded scholarship, the stipend cannot be released if the verification is not completed.