Must Complete (all students)

1. **Acceptance Procedures (within 2 days after obtain Matric Number)**
   - Name Confirmation.
   - Choose Matriculation Card Design.
   - Upload recent passport-sized photography for Matric Card.
   - Complete online Declaration.
   - Provide Passport Details. Submit after new passport is available if renewing passport.
   - Disclose Health Information – A 'Nil' return is required.
   - **Change password** on the next day to activate the two accounts.
   
   2. **Student’s Account (immediately after obtain Matric Number)**
   - Select one username online from the given list as your network and email account.
   - **Change password** on the next day to activate the two accounts.
   - **Print MECL, complete Part I and bring along when report.**
   - **MECL for Student’s Pass application will be given when you report.**
   - **Print ICA will delete eForm 16 of submitted if one fail to upload required documents within one month after course start date.**
   - **Application will be withdrawn by ICA if fail to pay processing fee within 7 days after documents is uploaded.**
   - **Ensure you have a bank account to receive the loan amount via GIRO.**

   3. **Health Screening (in July)**
   - Must be completed at Fullerton Health@NTU. Strictly not outside Singapore.
   - Book an appointment after your arrival date is confirmed.
   - **ICA will delete eForm 16 of submitted if one fail to upload required documents within one month after course start date.**
   - **Application will be withdrawn by ICA if fail to pay processing fee within 7 days after documents is uploaded.**
   - **Ensure you have a bank account to receive the loan amount via GIRO.**

   4. **Student’s Pass (24 May onwards)**
   - Check login details for application at ‘Acceptance Link’.
   - Submit eform 16 at Immigration and Checkpoints Authority (ICA) website.
   - Upload required documents as shown on screen after submission.
   - At ‘Confirmation Page’, click and update eForm 16 (if required).
   - Click ‘Submit button to Pay processing fee (SGD60) with 7 days.
   - Monitor application status at ICA Website. Once approved, click ‘Print Outcome Letter’ button to print the ICA letter for your travel.
   - Complete ‘Completion of Formalities (COF)’ by uploading Medical Report and Terms & Condition of STP after your arrival.
   - Pay Issuance Fee (SGD60) and Multiple Journey Visa (SGD30).
   - Book appointment at ICA website to collect your Student’s Pass.

   5. **Reporting at NTU (Plan to arrive early on 1st or 2nd week of July)**
   - The earliest check-in date to hostel is 12 July 2021.
   - Travel only after your Student’s Pass application is approved, ICA printed and Entry Approval is granted.
   - Use application for Entry Approval.
   - Refer to application procedure for Entry Approval here.
   - Provide your arrival information **online** after your travel plan is finalised.

   6. **Matriculation (30 June – 4 July or 1 working day after acceptance for late offer)**
   - Item 1 above must be completed first.
   - Complete online Matriculation to become a member of the University student community.
   - View/Print Timetable for your study.
   - **Print MECL, complete Part 1 and bring along when report.**
   - **MECL for Student’s Pass application will be given when you report.**
   - **Ensure you have a bank account to receive the loan amount via GIRO.**

   7. **Forms for Submission (N1 & N2) before your arrival**
   - N1 Authorisation Form of Medical Procedures – compulsory for all students.
   - N2 Appointment of Local Guardian Form – not required unless your parent/guardian is not in Singapore.
   - Upload completed form at Acceptance Link.

   8. **Qualifying English Test (QET) (2 August 2021)**
   - Check whether you are exempted online (12 July to 1 Aug 2021).
   - Retrieve QET Attendance Slip to view the time and course site of the e-test, if you need to sit for the test.

   9. **Bank Account & Interbank GIRO (after arrival)**
   - Open a Bank Account if you do not have one in Singapore.
   - Apply for Interbank GIRO for payment of fees.
   - Complete the online form with the bank details before printing the GIRO form for submission at One Stop @ SAC (Student Activities Centre) by 21 July 2021.

   10. **Orientation Briefing & Tea Reception (yet to confirm)**
   - Attendance is compulsory unless you receive the offer after the date of this event or late arrival (with valid reasons).

   11. **Matriculation Card Collection**
   - Check the schedule for collection here. Not applicable to late offers.
   - You will receive notification from matric@ntu.edu.sg when your card is ready for collection.

   12. **Contact Details in Singapore/Passport Renewal (throughout your study)**
   - You will need to inform NTU and ICA on the changes:
     - NTU - Update your personal contact information in Singapore at StudentLINK. For renewal of passport, bring the original passport to One Stop @ SAC for updating.
     - ICA – Email ICA_STP1@ica.gov.sg scanned copy of Student’s Pass, Passport particulars page (old passport to be included if renewing passport) and new Singapore address for change of address.

   13. **Verification of Original Documents Exercise (September)**
   - Provide Student’s Pass details and upload a scanned copy of it along with your matriculation card online.
   - You will receive notification if you fail to upload your Student’s Pass or required to provide any original educational documents for verification.

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**ENROLMENT PROCEDURES FOR INTERNATIONAL STUDENTS**

Matriculating in Academic Year 2021-22

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The following procedures can be performed at ‘Acceptance Link’ only after you have completed NTU Acceptance Form and obtained your matriculation number at https://wis.ntu.edu.sg/pls/webexe/adm_acceptance_form_login or scan the QR code to access the link. Visit Freshmen Portal for the latest news and updates for freshmen from June 2021 onwards.

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**Must Complete (Subsidised fee paying students)**

1. **Ministry of Education (MOE) Tuition Grant (TG)**
   - Complete online application at NTU Acceptance link.
   - Register at MOE website from 31 August to 3 September 2021.
   - Read Guide.
   - Download TG Agreement (TGA) and send to sureties. Sureties to print on A4 size single-sided white paper and sign in ink.
   - Sureties to send signed TGA along with photographical personal ID to student.
   - Student to sign in ink after reviewing, scan signed TGA and email to FINAID@ntu.edu.sg with sureties ID and own Student’s Pass. The same Original copy to put in Deposit Box at Student Services Centre Level 1.

2. **Pay Tuition Fee for Semester 1 (Semester 2 payment will be in January/February)**
   - Check your 1st reference e-bill @ StudentLINK in mid-August.
   - Final bill will be issued in 3rd week of September. To pay within 30 days from issue date.
   - Revised bill (late fee of SGD25.00 will be included if failed to pay within deadline) will be issued in end October.

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**Must Complete (Full fee paying students)**

1. **Download and complete Declaration Form.**
   - Upload completed form (fully signed by you and your parent/guardian) at Acceptance Link within 2 days after acceptance.

2. **Pay Tuition fee**
   - By 5 July or within 2 days if receive offer after 5 July.
   - After Student’s Pass application status is shown as ‘Approved’ at ICA website.

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**Optional (all students)**

1. **Hostel Accommodation (Visit here for information on student housing on campus. Hostel rental fee is waived from 12 – 31 July)**
   - Apply online from 1 – 23 June. No late application will be allowed except late offers. Hard copy will be emailed to those who accept or receive offer after the scenario that matches your situation.
   - Check and accept hostel allocation online from 9 July onwards (for online applications only) during acceptance period. Pay acceptance fee (2 months’ rental fee of the allocated hall) online or within 3 days at One Stop @ SAC upon collection of room keys.
   - Late offer will receive the offer letter directly from Hall Admin Office.

2. **Freshmen Welcome Events (coming soon)**
   - Find out more in June.
   - Attend Freshmen Welcome Ceremony.

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**Optional (Subsidised fee paying students)**

1. **Tuition Fee Loan (TFL) – DBS or OCBC**
   - Download TFL Form. Complete the ‘Application Form’ and ‘Letter of Offer’. The application is for the entire period of study.
   - Do not sign on the completed forms yet as you need to sign it in front of bank officer.
   - Check the Application Flow and submit the forms according to the scenario that matches your situation.

2. **NTU Study Loan / Bursaries**
   - Apply online at ‘Acceptance Link’ within 2 weeks after acceptance or by 30 June 2021.
   - Print application form along with FCFS and email along with supporting documents to FINAID@ntu.edu.sg.
   - Check status online. Outcome of the application will be forwarded to your NTU email address.
   - Accept offer within given deadline.
   - Sign Study Loan Agreement. If agreement not signed by the stipulated deadline, the offer will lapse and will need to re-apply.

3. **Student Loan for Purchase of Laptop/Desktop**
   - Application is open throughout the academic year.
   - Download and complete Student Loan application form.
   - Submit application form along with compulsory supporting documents to Financial Aid.
   - Outcome will be forwarded to NTU email address within 7 working days of application.
   - Sign Student Loan Agreement within 2 weeks after acceptance.
   - Ensure you have a bank account to receive the loan amount via GIRO.