

Admission Procedures for Returning National Servicemen (RNS) with a place reserved for Academic Year 2019-20

This summary of admission procedures is specially prepared for Returning National Servicemen matriculating in Academic Year 2019-20 (see [Academic Calendar](#)).

Visit the [Freshmen Portal](#) for the latest news for freshmen. Some useful Information is summarised below:

- [Academic Integrity](#)
- [Honour Code](#)
- [NTU Massive Open Online Courses \(MOOC\)](#)
- [NTU IT Rules for Student User Accounts](#)
- [Policies and codes concerning students](#)
- [Dress Code for Students on Campus](#)
- [Medical Scheme](#)
- [Getting around NTU](#)

Note: The procedures can be performed only after you have obtained your Matriculation Number

No	Action / Information	Deadlines/Information (Enrolling in Special Term May/June 2019)	Deadlines/Information (Enrolling in Normal Term July 2019)	<input checked="" type="checkbox"/>
1	<p>Confirm enrolment status online</p> <p><i>If you are unable to enrol in AY 2019-20, complete the Deferment Form for Returning National Servicemen and return by post or scan and email to adm_local@ntu.edu.sg by 25 Jan 2019.</i></p>	30 Nov 2018 to 25 Jan 2019		
2	Obtain your matriculation number and select your network account online	Mar 2019	Jun 2019	
3	Online Photo submission, Confirmation of Name and Design for Matriculation Card & Declaration of Codes of Conduct and Compliances	By 15 Mar 2019	Within 2 working days after obtaining matriculation number	
4	Scan and upload your NRIC / NS Identity Card (<i>for those still in service. Passport particulars page must be included if the colour of IC is not indicated in NS Identity Card.</i>)	By 15 Mar 2019	Within 2 working days after accepting offer	
5	<p>Change password to activate your network account.</p> <p>Note: access to StudentLINK e-services <i>will not be available until you have matriculated online.</i></p> <p>You may login to Office 365 Mail one day after selecting your network account. You will be prompt to change your password at your 1st login. The initial password is your matric number (case sensitive).</p> <p>If you cannot remember your username, check at acceptance link. The default password is your matric number (case sensitive).</p>	<p>1 day after obtaining your network account.</p> <p>You may access iNTU after your network account has been activated.</p> <p>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.</p>		

No	Action / Information	Deadlines/Information (Enrolling in Special Term May/June 2019)	Deadlines/Information (Enrolling in Normal Term July 2019)	☑
6	Disclosure of Health Information online A nil return is required.	Within 3 days after obtaining your matriculation number		
7	MOE Tuition grant <i>For Singaporean</i> Complete MOE Tuition Grant Declaration form online to receive the Tuition Grant. <i>For Singapore Permanent Resident</i> Indicate online your option for the grant. If you are taking up the grant, you are further required to register at MOE website and subsequently sign the Tuition Grant Agreement to complete the application. <i>Students (including Scholarship holders) who failed to indicate their option will be deemed not taking up the MOE Tuition Grant and will thus pay the non-subsidised tuition fee.</i>	By 15 Mar 2019 Online declaration - by 15 Mar 2019 Register at MOE website (if taking up the grant) – 2 - 9 Sep 2019 Sign Tuition Grant Agreement – 8 – 10 Oct 2019	By 19 Jul 2019 Indicate grant decision – by 19 Jul 2019 Register at MOE website (if taking up the grant) – 2 - 9 Sep 2019 Sign Tuition Grant Agreement – 8 – 10 Oct 2019	
8	Health Screening Complete Part 1 of MC 1 before your appointment date. Chest X-ray should be done after medical examination. Additional forms to be printed & bring along for students enrolling in: <ul style="list-style-type: none"> • Biomedical Sciences & Chinese Medicine programme - MC1B • Sport Science and Management programme - MC1A • Medicine programme - LKCMedicine immunisation form <i>The medical examination can also be done at any registered physician in Singapore. The completed MC 1 and X-ray report must be submitted to the NTU Medical Centre by the due date</i>	19 Apr 2019 Book your appointment online. <i>Contact Fullerton Health @ NTU at 6793 6974 or 6793 6828 for another date if you are unable to come on your appointment date and cannot change the appointment online.</i>	6 – 31 May 2019 Book your appointment online. <i>Contact Fullerton Health @ NTU at 6793 6974 or 6793 6828 for another date if you are unable to come on your appointment date and cannot change the appointment online.</i>	
9	Apply for Hostel Accommodation	Hard copy submission Download the application form and submit it by 29 Mar 2019	Apply online from 3 Jun (0900 hrs) to 28 Jun 2019 (1715 hrs). Check and Accept Hostel Allocation from 18 Jul onwards	
10	Apply for Financial Assistances , where applicable Tuition Fee Loan CPF Education Scheme Mendaki Tertiary Tuition Fee Subsidy Post Secondary Education Account (PSEA) Bursaries NTU Study Loan	1 Feb – 30 Apr 2019 4 – 15 Mar 2019 4 – 15 Mar 2019 4 – 15 Mar 2019 1 – 30 Apr 2019 20 – 25 Mar 2019	By 15 Aug 2019 1 Jun – 31 Jul 2019 (tentative) 1 Jun – 31 Jul 2019 Tentatively Jun/Jul 2019 Within 2 weeks after obtaining matriculation number OR by 15 Aug 2019 (whichever earlier)	

No	Action / Information	Deadlines/Information (Enrolling in Special Term May/June 2019)	Deadlines/Information (Enrolling in Normal Term July 2019)	☑
11	<p>Apply for Interbank GIRO for the payment of fees. Click here to submit bank details before printing the GIRO application form from 21 June 2019 onwards. You are required to sign on the printed GIRO form and submit it to One-Stop @ SAC. (for payment of normal term fees)</p>	<p>21 Jun to 12 July 2019</p> <p><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></p>		
12	<p>Check and Accept Hostel Allocation (if applicable)</p>	-	<p>18 Jul 2019 onwards (tentative) <i>The earliest hostel check-in date is Tuesday 30 Jul 2019. Hall offices will be closed on Sat, Sun & Public Holidays.</i></p>	
13	<p>Register for Freshmen Orientation (Check update in May/June 2019)</p>	<p>Find out more here</p>		
14	<p>Matriculate online and print subject timetable</p>	<p>20 – 24 Mar 2019 (1000 to 2200 hrs)</p>	<p>17 – 23 Jul 2019 (1000 to 2200 hrs daily)</p>	
15	<p>Accept NTU Study Loan / Bursaries via StudentLINK (if applicable)</p>	<p>After matriculation</p>		
16	<p>Apply for Undergraduate Concession Card (if applicable)</p>	<p>Approach any TransitLink Concession Card Replacement Office from 2 May 2019 with your NRIC, pay a fee of S\$18.10 and the card will be issued to you on the spot.</p> <p><i>For guidelines and usage of the concession card, visit:</i> http://www.transitlink.com.sg/PSdetail.aspx?ty=art&Id=72</p>	<p>Bulk Application Exercise (1 Jul to 31 Aug 2019)</p> <p>Check your eligibility status online (from 1 Jul 2019) before approaching any TransitLink ticket office. You are required to bring along the following:</p> <ul style="list-style-type: none"> • Your NRIC • S\$8.10 (non-refundable for Card cost & Personalisation fee) <p>Alternatively, you may apply the card online at: https://www.transitlink.com.sg/eservice/econcession/app_for_m1.php?app_type=5</p> <p><u>Collection of the concession card</u> – at NTU One Stop @ SAC, Block NS3, NS3-01-03. You will receive the notification through your NTU email account when the card is ready for collection. Activate your card at any TransitLink ticket office by paying the balance S\$10.</p> <p>After Bulk Application Exercise (From 6 Sep 2019 onwards)</p> <p>You may apply at any TransitLink Concession Card Replacement Office with your NRIC, pay a fee of S\$18.10 and the card will be issued to you on the spot.</p> <p><i>For guidelines and usage of the concession card, visit:</i> http://www.transitlink.com.sg/PSdetail.aspx?ty=art&Id=72</p>	

No	Action / Information	Deadlines/Information (Enrolling in Special Term May/June 2019)	Deadlines/Information (Enrolling in Normal Term July 2019)	☑
17	Collect Matriculation Card	13 May 2019 onwards at One-Stop @ SAC (North Spine NS3-01-03)	5 Aug 2019 onwards. Check details here	
18	Check if you are required to take Qualifying English Test	11 Jul (1000 hrs) to 5 Aug 2019		
19.	Attend Freshmen Orientation	22 July – 8 August 2019		
20.	<p><i>For Singapore Permanent Resident only</i> Report to SAO-Student Support at the following venue.</p> <p>Venue and period of reporting</p> <p><u>1 to 8 Aug 2019</u> Global Lounge, Opposite Lecture Theatre 1A (Thursday 1 August to Thursday 8 August 2019: 0900 to 1700 hrs; closed on Saturdays, Sundays and Public Holiday [9 & 12 August])</p> <p><u>From 13 to 14 Aug 2019 (late registration)</u> Global Lounge, Opposite Lecture Theatre 1A Time: 0900 – 1400 hrs</p> <p>You are required to bring these documents for registration:</p> <ul style="list-style-type: none"> • NTU Admission Offer Letter • Passport/SPR IC • N1 Form: Authorisation Form of Medical Procedures (original and signed by parents/ Next-of-kin, whichever applicable, and upload it online before submitting hard copy at reporting) • Appointment of Local Guardian Form (<i>applicable if you have a guardian in Singapore, original and signed by parents/ Next-of-kin. To scan and save it in a single file with N1 Form and upload it online before submitting hard copy at reporting</i>) 	1 – 14 Aug 2019	1 – 14 Aug 2019 The earliest check-in date is Tuesday 30 Jul 2019 . You are required to make your own housing arrangements should you decide to arrive before 30 Jul 2019 or outside office hours. <u>Hall Office Hours</u> Mon to Thu – 0830 – 1745 hrs Fri – 0830 – 1715 hrs Lunch break – 1300 – 1345 hrs (Closed) Saturdays, Sundays & Public Holidays – Closed	
21.	Sit for Qualifying English Test , if required	Monday, 5 Aug 2019		
22.	Attend Freshmen Welcome Ceremony at Nanyang Auditorium	6 August 2019 (To attend according to the College/ School you have been offered admission)		
23.	<p><i>For Singapore Permanent Resident only</i> Register online for MOE Tuition Grant @ MOE website (Check application flow here) (For students paying subsidized tuition fee only) Please refer to the guide here. Note that the MOE application link can only be accessed during the application period.</p>	2 – 9 Sep 2019 Students whose sureties are in home country can download the Tuition Grant Agreement at MOE website from 10 Sep 2019 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.		

No	Action / Information	Deadlines/Information (Enrolling in Special Term May/June 2019)	Deadlines/Information (Enrolling in Normal Term July 2019)	<input checked="" type="checkbox"/>
24.	Pay fees. Check your E-bill at StudentLINK . It will include Tuition Fee, Miscellaneous Fees , Hostel Fee (if applicable), etc	Special Term fees – 1 – 8 Apr 2019 Semester 1 fees - Sep/Oct 2019	Sep/Oct 2019	
25.	Attend Verification of Original Documents Exercise <i>(for students with international qualifications only)</i>	16 – 20 Sep 2019 (tentative)		
26.	<i>For Singapore Permanent Resident only</i> Sign MOE Tuition Grant Agreement <i>(for students paying subsidized tuition fee only)</i> Check schedule (according to your programme of study)	8 – 10 Oct 2019 0930 to 1700 hrs (lunch break 1230 to 1330 hrs) at NTU Function Room, SS3-B1-22, Level B1, South Academic Complex, South Spine		
27.	Update your personal contact information in Singapore at StudentLINK <i>Go to 'Administrative Matters' → 'Change of Personal Particulars' → select item to be updated → click 'OK' to do the updating.</i>	After matriculation, whenever there is a change, during the whole duration of your study.		

Updated as at 17 June 2019

Office of Admissions, Student and Academic Services Department

Student Services Centre, 42 Nanyang Avenue, #03-01, Singapore 639815, www.ntu.edu.sg

| Local Qualifications
| Tel: +65 6790 5055/5972
| Email: adm_local@ntu.edu.sg

| International Qualifications
| Tel: +65 6790 5806/5807
| Email: adm_intnl@ntu.edu.sg