Student’s Pass Application for Fulltime Undergraduates  
(Admission Year 2020-21)

Obtain Login Details (Registration Acknowledgement Letter) @ NTU Acceptance Link  
- 10 Jun 2020 onwards 
(Ensure login details are correct. If not, email adm_intnl@ntu.edu.sg for corrections)

Submit eForm 16 @ ICA website -  
https://www.ica.gov.sg/eservicesandforms/solar 
(If you are from Visa required countries, to apply at least 10 days before departure)

Pay Processing Fee of S$30 (non-refundable) @ ICA website -  
by credit card or Internet Banking only 
(Payment link will not show for scholars who are exempted from payment)

Check application status @ ICA website

Pay Issuance Fee of S$60 and S$30 multiple-entry visa (for required nationals)

Print In-Principle Approval Letter (IPA) @ ICA website after you have paid the Issuance Fee for your travel.  
If you are from a Visa required countries, the IPA will serves as a Single Entry Visa.  
You are not required to apply for a separate visa.

Provide Foreign Identification Number (FIN) @ NTU Acceptance Link

DO NOT book e-appointment at ICA website

Book your appointment here from early July 2020 to complete Student’s Pass application during Immigration & Checkpoints Authority (ICA) Off-site Enrolment in NTU  
• Completion of formalities (6 & 7 Aug 2020) (tentative)  
• Collection of Student’s Pass (26 Aug 2020) (tentative)

On your appointment date for completion of formalities

Ensure you have brought along the following documents:

- IPA you have printed for your travel;
- Original copy of passport and a photocopy of passport particulars page;
- Current valid pass for stay in Singapore;
- Medical Report MC 2;
- Signed printout of eForm 16 from ICA website;
- 1 recent colour passport-size photograph;
- Print out of payment status page as receipt for payment of Issuance Fee;
- Print out of ‘Terms & Conditions of Student’s Pass Card’ (available at ICA website only after you have paid the Issuance Fee).

On your appointment date for collection of Student’s Pass in NTU

Bring along the following:

- Original copy of your passport;
- ICA collection slip which you would receive during the ICA Off-site Enrolment in NTU.

STP collected?

Make an e-appointment at ICA website and go in person on your appointment date to the Visitor Services Centre, Level 4, ICA Building at Kallang Road with the required documents.

Please read the details at this FAQ:  
https://icaeservices.ica.gov.sg/solar/xhtml/StaticPages/Faq.xhtml

On your appointment date for collection of Student’s Pass in NTU

Bring along the following:

- Original copy of your passport;
- ICA collection slip which you would receive during the ICA Off-site Enrolment in NTU.

STP collected?

Provide Student’s Pass details and upload a scanned copy of it along with your matriculation card online (see sample here) @ http://wis.ntu.edu.sg/pls/webexe/ADM_STUDENT_PASS_ACK.login

IMPORTANT NOTE. Please read:

IPA is not a visit pass that allow you to stay in Singapore. You need to complete the formalities in NTU on 6 or 7 August 2020 to obtain your Student’s Pass. For this reason, you are advised not to enter Singapore before 8 July 2020 if you are travelling on a social visit pass (usually valid for 30 days from the entry date stamped on your passport) so that you have a valid pass for your stay in Singapore till 6 or 7 August 2020. If you enter Singapore before 8 July 2020 and wish to stay till start of academic term but do not hold a valid pass for you to stay till 6 or 7 August, you will need to extend your visit pass at ICA. Find out more here.

You are required to maintain a valid pass at all times during your stay in Singapore. Overstaying is a punishable offence under the Immigration Act.