

## Verification Details Graduate (Coursework) Programmes

### Acceptance Status:

You may check your acceptance status [https://wis.ntu.edu.sg/webexe/owa/pgr\\$adm\\_acceptform.main](https://wis.ntu.edu.sg/webexe/owa/pgr$adm_acceptform.main)

### Important Dates for Admission

Kindly visit this link <https://www.ntu.edu.sg/admissions/graduate/gfreshmenguide/important-dates> for important dates.

### Steps to submit Online Verification form

1. Click [here](#) to log in.
2. Key in Application number, click "Go".
3. Key In NRIC/ Passport number and date of birth (DD-MMM-YYY), click "Submit".
4. Check that all particulars (Name, Date of Birth, Citizenship, Gender, etc.) are correct.
5. Ensure the following is accurate:
  - **Contact information**  
If you do not have a local address, you may indicate current address.  
**Note:** You may update your latest address and local contact number through Graduate Student Link (GSLink), once accessible.
  - **Emergency Contact**
    - Ensure that email address (if applicable) is in small letters.
    - Emergency address has to be indicated.  
**Note:** You may update your emergency contact in Graduate Student Link (GSLink), once accessible.
  - **Employment in NTU (if applicable)**
  - **Eligibility for MOE Subsidy**
    - Update if you have previously graduated / withdrawn from any programme from any local Autonomous University.
  - **For Full-time Student Only (if applicable)**
    - Update if you have outstanding obligations in relation to scholarship or bond from previous programme from NTU.
  - **Criminal Records Declaration**
6. Ensure that all particulars and information are correct before submitting the form. Please click "**Save**" and return within Online verification period to complete the verification.

## Upload Documents

- Please ensure that your documents conform to the following requirements:
  - File size must not be more than **2MB**
  - File name must be in **English characters**
  - Upload of documents will still be available after you have completed online verification
- **Official Verification Report (Mandatory)**  
Applicants who are presenting overseas credentials / degrees **are required** obtain an official verification report from an NTU approved credential verification agency.

Chinese Universities to go through either:

- <https://xwrz.chsi.com.cn/gateway>
- or
- <https://www.chsi.com.cn/xlcx/en/brief.jsp> (**Sample**)
  - Request Verification report (English) for Bachelor degree, not Graduate Certificate or Transcripts

**Note: Please ensure that verification report is valid for verification.**

Australian/ New Zealand Universities to go through:

- [My eQuals](#)
  - Please upload the academic documents/links with the PIN in a word document to the e-verification portal.

United States of America Universities to go through:

- [National Student Clearinghouse](#)
  - Please request degree verify certificate instead of enrolment certificate. If you are unable to perform the verification through this agency, kindly proceed with Risk Management Intelligence (RMI) instead.

For other Universities or unable to verify degree using the above degree verification agencies to go through degree verification agency as follows:

- [Risk Management Intelligence \(RMI\)](#)
- [World Education Services Inc. \(WES\)](#)

**Note:**

- **Do note that there will be fees involve using the above degree verification agency.**

## **Lee Kong Chian School of Medicine (LKC Medicine)**

Students under the Graduate Diploma in Sports Medicine programme would have to submit proof of their registration with Singapore Medical Council – either with Practising Certification or Certificate of Professional Status” (COPS). This would be in lieu for the verification report by the respective verification agency.

Student group category	Mandatory documents for upload to e-verification portal	Additional document (If it has not been uploaded during application)
International student (Direct Offer with International qualification)	<ul style="list-style-type: none"> <li>• Degree verification report (English) from NTU approved verification agency<sup>†</sup></li> <li>• Student pass (Front &amp; Back or digital copy) [For Full-Time students only] <sup>#</sup></li> <li>• Valid immigration pass [For Part-time students only]</li> </ul>	Latest Passport
International student (Direct Offer with local Singapore qualification)	<ul style="list-style-type: none"> <li>• Degree verification screen capture from respective local university online degree verification portal</li> <li>• Student pass (Front &amp; Back or digital copy) [For Full-Time students only] <sup>#</sup></li> <li>• Valid immigration pass [For Part-time students only]</li> </ul>	Latest Passport
International student (Conditional Offer with International qualification)	<ul style="list-style-type: none"> <li>• Official degree certificate and transcript*</li> <li>• Degree verification report (English) from NTU approved verification agency<sup>†</sup></li> <li>• Student pass (Front &amp; Back or digital copy) [For Full-Time students only] <sup>#</sup></li> <li>• Valid immigration pass [For Part-time students only]</li> </ul>	Latest Passport
International student (Conditional Offer with local Singapore qualification)	<ul style="list-style-type: none"> <li>• Official degree certificate and transcript*</li> <li>• Degree verification screen capture from respective local university online degree verification portal</li> <li>• Student pass (Front &amp; Back or digital copy) [For Full-Time students only] <sup>#</sup></li> <li>• Valid immigration pass [For Part-time students only]</li> </ul>	Latest Passport
Singapore citizen/ Singapore permanent resident (Direct Offer with international qualification)	<ul style="list-style-type: none"> <li>• Degree verification report (English) from NTU approved verification agency<sup>†</sup></li> </ul>	
Singapore citizen/ Singapore permanent resident (Direct Offer with local Singapore qualification)	<ul style="list-style-type: none"> <li>• Degree verification screen capture from respective local university online degree verification portal</li> </ul>	
Singapore citizen/ Singapore permanent resident (Conditional Offer with international qualification)	<ul style="list-style-type: none"> <li>• Official degree certificate and transcript*</li> <li>• Degree verification report (English) from NTU approved verification agency<sup>†</sup></li> </ul>	
Singapore citizen/ Singapore permanent resident (Conditional Offer with local Singapore qualification)	<ul style="list-style-type: none"> <li>• Official degree certificate and transcript*</li> <li>• Degree verification screen capture from respective local university online degree verification portal</li> </ul>	

Direct Offer - Applicant has completed their degree programme and has submitted their official degree certificate and transcript earlier during application.

Conditional Offer – Applicant awaiting to complete their final term/semester/trimester in their current course of study, with outstanding educational documents. This can be identified in your offer letter with the condition stating, “**The offer of admission is on condition that you obtain your Bachelor's degree with a \_\_\_\_\_ from \_\_\_\_\_, \_\_\_\_\_.**”

*\*Official bachelor's degree certificate and transcript - To upload original and English translation, if certificate and transcript is not in English.*

*+Degree verification report (English) from NTU approved verification [agency](#).*

*#Student Pass (Front & Back or digital copy) - Available after completing formalities and issued by ICA.*

## **Other Important Notes**

### **1. Online Matriculation**

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

- Accepted Offer, Obtained Matriculation number, and Created Network Account

For more information on online matriculation, you may [click here](#).

Matriculation contact email: [matric@ntu.edu.sg](mailto:matric@ntu.edu.sg)

Matriculation contact number: 65922451

### **2. International students**

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

**[Please submit application for student's pass following the important dates indicated in the link appended in page 1.]**

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 that all information in SOLAR application including the programme you are enrolling into is correct before submitting your Student's Pass application. Information on application of Student's Pass can be found [here](#).

#### **Collection of Student Pass**

For Full-Time International students holding IPA letter who are residing in Singapore currently, you can make e-appointment with ICA to collect your Student Pass.

#### **Note:**

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

#### **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.

### 3. **Health Screening**

The offer of admission is made to you subjected to the condition that the University is satisfied that you are medically fit to pursue the programme of study. **As such, all students (Full time and Part time) must undergo health screening prior to admission.**

#### **For Singapore Citizens and Singapore Permanent Residents**

Students who are unable to have the health screening done at the Fullerton Healthcare @ NTU may have it done by any registered physician in Singapore. The completed [Health Screening Form \(MC1\)](#) should be submitted personally by hand to the Fullerton Healthcare @ NTU before your programme commencement date, as reports sent by mail might be lost in the process. If you are submitting your completed medical report to Fullerton Health @ NTU, please make an appointment using the link in the email sent by Fullerton Healthcare. Do note that there will be an endorsement fee of S\$5 (inclusive of prevailing GST) payable.

Unless you hear from us to the contrary, you may assume that your medical report is in order.

#### **Students who intend to complete the health screening at Fullerton Healthcare @ NTU**

You will receive an email from Fullerton Healthcare after you have accepted the offer and obtained your matriculation number (from end May onwards for Semester 1 / Trimester 1 intake). Please follow the instructions to complete the health screening.

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

Female students who are expecting their menstrual period to coincide with the health screening, please complete your health screening after the last day of your period. This is to avoid having to come back a second time to complete the urine test, as an ongoing or recent period will interfere with the results of the urine test.

The health screening fee is S\$32 (excluding prevailing GST w.e.f. 2 Jan 2024). If abnormality is found during the physical examination, you may be required to go for a Chest X-ray at an additional fee of S\$15 (excluding prevailing GST w.e.f. 2 Jan 2024).

#### **For International Students**

**All international students must undergo a health screening at the Fullerton Healthcare @ NTU** prior to admission to the University. You are required by the Immigration and Checkpoints Authority (ICA) to undergo the Human Immunodeficiency Virus (HIV) test and Chest X-ray to exclude Tuberculosis for the issuance of Student's Pass. These tests are to be STRICTLY done ONLY in Singapore.

The health screening fee is S\$50 (excluding prevailing GST w.e.f. 2 Jan 2024) for international students which includes the fee for HIV test.

#### 4. **Accommodation**

Please check the accommodation website for updates on housing application period:

<https://www.ntu.edu.sg/life-at-ntu/accommodation/graduate-housing/>

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

#### 5. **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](#).

#### 6. **Fees**

##### a. **MOE subsidy**

From AY2019 onwards, MOE subsidy only applies to Singaporean and Singapore Permanent Resident (SPR) students. International students enrolled in Coursework Programmes under S. Rajaratnam School of International Studies (RSIS) programmes are still eligible for MOE subsidy. The subsidy is capped at the normal course duration of 1 year for full-time students and 2 years for part-time students. Students who take longer than the normal course duration will be liable for non-subsidised fees during the extended semesters.

International students enrolled in other Coursework Programmes will be liable for non-subsidised tuition fees.

Students who have previously enjoyed MOE subsidy in a graduate programme will not be eligible for MOE subsidy in another graduate programme at the same or lower level.

##### b. **Tuition fees**

**The bill for tuition fee and miscellaneous fees will be sent via email by the NTU Shared Services - Finance (NSS-Finance) approximately within 2 weeks upon commencement of classes.**

Candidates who withdraw from the programme within the first 2 weeks of the first semester/trimester shall not be liable for Tuition Fee and Miscellaneous Fee. Candidates are expected to have sufficient funds to cover all the expenses of their entire period of study.

For more information on the eligibility guidelines for MOE Subsidy and the latest fees, please visit fees website: <https://www.ntu.edu.sg/admissions/graduate/financialmatters/pgtuitionfees>

## 7. School's contact

Please refer below for school's email and contact number for any enquiries on class schedules, deposits, scholarship and any other related matters:

<b>Lee Kong Chian Sch of Medicine</b>	<b>Nanyang Technopreneurship Centre</b>	<b>Sch of Art, Design &amp; Media</b>
<a href="mailto:gradprog_LKCmedicine@ntu.edu.sg">gradprog_LKCmedicine@ntu.edu.sg</a> 6514-1500	<a href="mailto:tipen@ntu.edu.sg">tipen@ntu.edu.sg</a> (English Programme) <a href="mailto:tipm@ntu.edu.sg">tipm@ntu.edu.sg</a> (Chinese Programme) 6790-6675	<a href="mailto:admcsep@ntu.edu.sg">admcsep@ntu.edu.sg</a> 6592-3169 / 6592-2472
<b>Sch of Biological Sciences</b>	<b>College of Computing and Data Science</b>	<b>Sch of Civil &amp; Environmental Eng</b>
<a href="mailto:m_sc_biodatascience@ntu.edu.sg">m_sc_biodatascience@ntu.edu.sg</a> 6514-8392	MSAI- <a href="mailto:ccds-msai@ntu.edu.sg">ccds-msai@ntu.edu.sg</a> MSCS- <a href="mailto:ccds-mscs@ntu.edu.sg">ccds-mscs@ntu.edu.sg</a> MSDS- <a href="mailto:ccds-msds@ntu.edu.sg">ccds-msds@ntu.edu.sg</a> MSBT- <a href="mailto:cctf-msbt@ntu.edu.sg">cctf-msbt@ntu.edu.sg</a> 6790-6168 / 6592-3176	<a href="mailto:ceemscprog@ntu.edu.sg">ceemscprog@ntu.edu.sg</a> 6790-5828
<b>Sch of Electrical &amp; Electronic Eng</b>	<b>Sch of Materials Science &amp; Eng</b>	<b>Sch of Mechanical &amp; Aerospace Eng</b>
<a href="mailto:eee_mscadmission@ntu.edu.sg">eee_mscadmission@ntu.edu.sg</a> 6790-2572 / 6790-6324	<a href="mailto:msegraduate@ntu.edu.sg">msegraduate@ntu.edu.sg</a> 6790-6749	<a href="mailto:mae.msc@ntu.edu.sg">mae.msc@ntu.edu.sg</a> 6790-4955
<b>S. Rajaratnam Sch of International Studies</b>	<b>Wee Kim Wee Sch of Communication &amp; Information</b>	<b>School of Chemistry, Chemical Engineering and Biotechnology</b>
<a href="mailto:rsisadmissions@ntu.edu.sg">rsisadmissions@ntu.edu.sg</a> 6790-6887	<a href="mailto:wkwsci_coursework@ntu.edu.sg">wkwsci_coursework@ntu.edu.sg</a> 6790-4602 / 6790-5779	<a href="mailto:mscsi@ntu.edu.sg">mscsi@ntu.edu.sg</a>
<b>School of Physical &amp; Mathematical Sciences</b>		
MSc (Analytics)	<a href="mailto:msa@ntu.edu.sg">msa@ntu.edu.sg</a>	
MSc (Financial Technology)	<a href="mailto:MScFinTech@ntu.edu.sg">MScFinTech@ntu.edu.sg</a>	
MSc (Precision Scientific Instrumentation)	<a href="mailto:m_spsi@ntu.edu.sg">m_spsi@ntu.edu.sg</a>	
<b>School of Social Sciences</b>		
MSc (Applied Economics)	<a href="mailto:mscae@ntu.edu.sg">mscae@ntu.edu.sg</a>	6513-8173
MSc (Applied Gerontology)	<a href="mailto:gerontology@ntu.edu.sg">gerontology@ntu.edu.sg</a>	6904-7499 / 6592-7833
Master of Public Administration - English	<a href="mailto:mpa@ntu.edu.sg">mpa@ntu.edu.sg</a>	6592-2612
MSc (Managerial Economics) - English	<a href="mailto:mme@ntu.edu.sg">mme@ntu.edu.sg</a>	6592-2530
Master of Social Sciences (China & Global Governance)	<a href="mailto:m_cgg@ntu.edu.sg">m_cgg@ntu.edu.sg</a>	6592-2612
Master of Public Administration - Chinese	<a href="mailto:ncpa-dp@ntu.edu.sg">ncpa-dp@ntu.edu.sg</a>	6908-2229
MSc (Managerial Economics) - Chinese	<a href="mailto:mme-c@ntu.edu.sg">mme-c@ntu.edu.sg</a>	