



## **APPLICATION INFORMATION SHEET AY2018-2019, SEMESTER 1 & 2**

Updated as of August 2018

### **Dear Prospective International Exchange Students,**

The faculty, staff and students at Nanyang Technological University, Singapore (NTU) extend to you a sincere and hearty welcome to our Yunnan Garden Campus for your semester-long immersion in AY2018-2019.

We understand that choosing the right university to meet your study abroad needs, hopes and expectations can be a considerable challenge, albeit an exciting one. Catering to more than 2,100 exchange students from over 40 countries and 284 institutions in AY2017-2018, we are proud to introduce NTU as your first choice for an Asian study abroad experience.

Ranked 11<sup>th</sup> globally\*, NTU places you in an academically stimulating environment that is both culturally enriching and socially fulfilling. Our comprehensive and innovative approach towards education and research will help contribute to your future success and inspire you to realise your full potential as an entrepreneurial and technology-savvy leader. The many extracurricular activities offered on and off campus will also complement your formal studies and help you build lasting friendships from the moment you set foot onto the campus. This is also the perfect 'soft landing' in the heart of a booming Asia-Pacific region and a great jumping-off point to explore the many cultures, languages and societies surrounding Singapore, which include India, China, Vietnam and Thailand.

May we invite you to join GEM Trailblazer Exchange and be part of our cosmopolitan and vibrant global community. Read on to find out how you can apply for a short immersion with Nanyang Technological University, Singapore.

**Welcome to the start of a wonderful journey of learning and self-discovery!**

Yours sincerely,  
Pauline Ho  
*Deputy Director*  
Office of Global Education and Mobility  
Nanyang Technological University, Singapore





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## ABOUT SINGAPORE

### Singapore – A Garden City

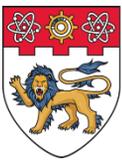
Singapore is made up of 63 surrounding islets with a total land area of more than 719 square kilometers and a total population of 5.61 million people.

Although its compact size belies its economic growth. Within a 150 years, Singapore has grown from a fishing village into a thriving centre of commerce and industry. Singapore is home to one of the busiest ports in the world with over 600 global shipping lines sharing Singapore's waters with coastal fishing vessels and wooden ships.

Over the years, Singapore has managed to diversify and strengthen its economy, becoming the economic giant of South-East Asia. Singapore is a major financial centre in Asia (with more than a 130 banks and multinational financial companies), it is the location of one of the world's major oil refining and distribution centres, it possesses a robust electronic components sector, and leads the course in shipbuilding and repairing. All facilitated through a world-class communications network which links the nation to the rest of the world.

Singapore's strategic location, excellent facilities, fascinating cultural contrasts and tourist attractions contribute to its success as a leading destination for both business and pleasure.





## ABOUT NTU

### NTU is world's top young university for fourth consecutive year

*NTU leads the dominance of Asian and technological universities in QS' latest young universities league table*

Nanyang Technological University (NTU) has topped the rankings for young universities for the fourth straight year. In Quacquarelli Symonds' (QS) latest rankings of the *world's top 50 universities under 50 years old*, NTU retained the **No. 1 spot**. The rankings shows the performance of universities focused on Science, Technology, Engineering and Math. The rankings regularly show top performance from our engineering faculty.

NTU offers courses in engineering, science, business, humanities, medicine, arts and social sciences. With the Lee Kong Chian School of Medicine being a jointly directed school between NTU and Imperial College London.

With an excellent network of top overseas universities and industry leaders, NTU's academic and research partners include Imperial College London, Rolls-Royce, BMW, Lockheed Martin and more.

The University's main campus has been named one of the *Top 15 Most Beautiful in the World*.

The NTU community comprises more than 33,000 students and over 4,000 researchers and faculty staff, all hailing from a 100 different nationalities. **A testament to Singapore's values of multiculturalism and openness.**





## NTU ACADEMIC INFO SUMMARY

<b>Study Level</b>	Open to Undergraduates (UG) and Graduates (PG)
<b>Exchange Period</b>	One or Two semester(s)
<b>Academic Calendar</b>	<p>The semester dates for AY2018-2019 are:</p> <p><b>Semester 1 (Fall): 13 August 2018 – 07 December 2018</b> <b>Semester 2 (Spring): 14 January 2019 – 10 May 2019</b></p> <p><b>Notes on Arrival &amp; Departure:</b></p> <ul style="list-style-type: none"><li>• Students who arrive in NTU <b>AFTER</b> the start of the semester, especially after add/drop period, will not be allowed to change their pre-registered courses or request for new courses.</li><li>• Any return flight arrangements should be made after the semester end date as there may be examination papers on the last day. No re-scheduling is allowed, therefore students who fail to sit for their course's examination paper shall be deemed as having failed the course.</li><li>• Students are encouraged to arrive at least 3 days prior the start of the teaching week and are not required to attend the freshmen orientation.</li></ul> <p>For a detailed breakdown of our academic calendar, see:</p> <ul style="list-style-type: none"><li>• <a href="#">Undergraduates</a></li><li>• <a href="#">Postgraduates</a> (Trimester calendar is not applicable for exchange students)</li></ul>
<b>Language of Instruction</b>	The main language of instruction is English.
<b>Workload per Semester &amp; Courses Selection</b>	<p><b>Undergraduates (UG)</b> All UG students usually take 3 to 5 courses per semester based on 3 or 4 AU per course (subject to home university's and NTU's approval). There is no minimum workload, however, the maximum workload allowed is 6 courses or 20 AUs per semester.</p> <p><b>Graduates (PG)</b> All PG students are allowed to only read PG courses. To be enrolled into NTU, you must take a minimum of one postgraduate course.</p> <p>For access to the full course list for exchange students, please click <a href="#">courses selection</a>.</p>
<b>Restricted Programmes</b>	Exchange students are not allowed to take <a href="#">restricted programmes and courses</a> . Please note that there is strictly no appeal for these courses.
<b>NTU Academic Unit (AU) &amp; Grading System</b>	<p>NTU's courses are assigned credits based on academic unit . Most courses offered in NTU are 3 to 4 AUs.</p> <p>NTU uses the Grade Point Average (GPA) system in awarding grades.</p>

## GEM TRAILBLAZER EXCHANGE INFO SUMMARY

<b>Types of Exchange</b>	<p>You can apply for <u>one</u> of the following exchange programmes:</p> <ol style="list-style-type: none"> <li><b>Study</b> (minimum one or maximum of two semesters)</li> <li><b>Research Project</b> (minimum three months)</li> <li><b>Work Experience Programme (WEP)</b> (minimum 12 weeks)</li> </ol> <p>We also offer winter and summer <a href="#">programmes</a> during the holidays.</p>
<b>On Campus Housing</b>	<p><b>Study</b> All incoming undergraduate (UG) students would be guaranteed on-campus housing. Postgraduate students may apply for housing via the GEM Trailblazer Exchange/Study Abroad Portal upon receiving the login details.</p> <p><b>Research &amp; Work</b> On-campus housing is not available for students on research and/or WEP due to the varied work/research period.</p>
<b>Withdrawal</b>	<p><b>Before Arriving at NTU</b> Students who wish to withdraw from the exchange program need to inform their home university and NTU Office of Global Education and Mobility (OGEM).</p> <p><b>After Arriving at NTU</b> Students who wish to withdraw from the exchange program need to inform their home university and OGEM.</p>
<b>Academic Transcripts</b>	<p>Upon completion of your Study exchange, your NTU transcript will be mailed to your home university within two months of the release of examination results.</p> <p>A scanned copy of the academic transcripts will be emailed to the Student Exchange Office of the respective universities for record.</p>

For more information on GEM Trailblazer programme, please visit [www.ntu.edu.sg/GEM-Trailblazer](http://www.ntu.edu.sg/GEM-Trailblazer)



**GEM Trailblazer Summer** offers up to FIVE different tracks. From experiencing a full Asian cultural experience to opportunities to enhance your future business career in Asia and staying abreast with the latest technology in 3D Printing & Cyber Security!

For Summer 2018 programme info sheet, please click [here](#).



## APPLICATION DEADLINES AND PROCEDURES

APPLICATION DEADLINES	
<b>Study</b>	<p><b>Undergraduates' Application Deadline</b></p> <ul style="list-style-type: none"><li>Semester 1 (Fall) - 30 March</li><li>Semester 2 (Spring) - 30 September</li></ul> <p><b>Graduates' Application Deadline</b></p> <ul style="list-style-type: none"><li>Semester 1 (Fall) - 30 March</li><li>Semester 2 (Spring) - 30 September</li></ul>
<b>Research Project or Work Experience Programme</b>	<p>Submit online application <b>at least 3 months prior</b> to the start of Research Project/Work Experience Programme.</p> <p>In your research application, you will need to indicate the name of the Professor and the project title that you will be working on. Please refer to the <a href="#">Research Directory</a>.</p>
APPLICATION PROCEDURES	
<b>Application Procedure for</b> <ul style="list-style-type: none"><li><b>Study</b></li></ul>	<p>Nominated students coming to NTU on <b>Study, Research and/or Work Experience Programme</b> must adhere to the following application criteria and procedures:</p> <ol style="list-style-type: none"><li>Partner universities <b>must</b> nominate the student to NTU via our nomination portal:<ul style="list-style-type: none"><li>Nominated students coming to NTU on exchange must be a full-time, matriculated student in one of NTU's exchange partner institutions and have completed 2 semesters of study at home university, with proof of results.</li></ul></li><li>Upon successful nomination, students can apply to NTU via the Online Application Portal. Students will receive a link to the Online Application Portal via email:<ul style="list-style-type: none"><li>Students applying as a Graduate must show proof of their Baccalaureate (Bachelor) degree at the point of application online. You will be able to read at least 1 PG course and UG courses.</li><li>Masters students who have yet to attain a Bachelor's degree (e.g.: Direct Masters students), will be classified as an undergraduate student and read UG courses. To read PG courses, you must have completed at least seven semesters in your home university.</li></ul></li></ol>

## APPLICATION DEADLINES AND PROCEDURES

<p><b>Application Procedure for:</b></p> <ul style="list-style-type: none"> <li>• Research</li> <li>• Work Experience Programme (WEP)</li> </ul>	<p>For application on Research and WEP, you will need to fulfil the application criteria and procedures above and provide your latest curriculum vitae (CV).</p>
<p><b>DOCUMENTS TO PREPARE</b></p>	
<p><b>Mandatory documents to be submitted with your online application</b></p> <p><i>Submission of hardcopy applications is <b>not</b> required</i></p>	<ol style="list-style-type: none"> <li>1. <b>Latest <u>official</u> transcript in English</b> (signed by the Registrar and stamped with the home university's seal), reflecting all courses taken in PDF format (&lt;600kb)</li> <li>2. <b>Clear, coloured passport-size photo in JPG format for your matriculation card.</b> Kindly adhere to the <a href="#">photo guidelines</a> as incomplete applications may be delayed or rejected.</li> <li>3. <b>Clear, coloured, scanned copy of your full passport information page</b> The image provided <u>must</u> display all details on the bio-page of the passport. These information must be available so as to prepare your Student's Pass application. Please ensure that your passport is valid for at least 6 months from the commencement of your exchange at NTU) in JPG format (&lt;200kb)</li> <li>4. <b>Up-to-date Curriculum Vitae (CV) in PDF format (&lt;600kb)</b> <i>(for students applying for Research and WEP only)</i></li> <li>5. <b>Bachelor's degree certificate in PDF format</b> <i>(for postgraduates only)</i></li> </ol>
<p><b>English Proficiency</b></p>	<p><b><u>Proof of English proficiency is not required</u>, but NTU shall consider if the nominated exchange students is suitable to cope with the rigorous curriculum conducted in English.</b></p> <p><b>Below are the guidelines for the level of English proficiency best suited to studying at NTU:</b></p> <ul style="list-style-type: none"> <li>• General Paper of the Singapore Cambridge GCE 'A' Level Examination (sat in 2007 onwards): A, B, C, D, E</li> <li>• General Paper of the Singapore Cambridge GCE 'A' Level Examination (sat in 2006 or earlier): A1, A2, B3, B4, C5, C6</li> <li>• IELTS: a minimum of 6 for the Writing sub-test</li> <li>• TOEFL: a minimum of 570 (paper) or 90 (internet) or 237 (computer)</li> <li>• SAT1: a minimum of 600 for the Verbal section; or 7 for the Essay section</li> <li>• IB: a minimum of 4 for Higher Level English or 4 for Standard Level English</li> <li>• MUET: Band 6 and a minimum of 50 for writing</li> <li>• GEPT: High intermediate Stage 2 consisting of writing and speaking modules (applies to students from Taiwan universities only)</li> </ul>



## APPLICATION DEADLINES AND PROCEDURES

<b>Courses Selection</b>	<p>Exchange students are required to select at <b>least ten undergraduate and/or graduate courses</b> (in order of preference) per allocated semester for approval. Courses approval is subjected to vacancies and pre-requisites.</p> <ul style="list-style-type: none"><li>• This is to ensure that you have an adequate number of approved courses prior to arrival in NTU.</li><li>• Please ensure that the courses you select are suitable for credit transfer back at your home university.</li><li>• Selected courses are subject to approval by the offering Schools in NTU. However, approval does not mean a guaranteed enrolment in the courses, as courses are subjected to vacancies and class/exam timetable.</li><li>• Once approved, you are strongly encouraged not to deviate from the list of approved courses. It is imperative that you select courses which are approved by your home university, and are deemed necessary for your academic progression.</li><li>• Requests to reselect courses while you are in NTU will only be processed if there are valid reasons.</li></ul> <p><b>UG Courses Selection</b></p> <p>You may access the list of UG courses that was offered in the past Academic year <a href="#">here</a>. Updated course information for Semester 1 and 2 shall only be available towards May and November respectively. Kindly refer to Academic Year 2017, Semester 1 (“Acad Yr 2017 1”) or Academic Year 2017, Semester 2 (“Acad Yr 2017 2”) as a reference to the courses to be offered in the same semester.</p> <p><b>PG Courses Selection</b></p> <p>There are very limited PG courses for exchange students. Exchange students can only read the list of PG courses found in the pdf document via this <a href="#">link</a>.</p> <p><b>Course Issues:</b></p> <p>In the event you do not have enough approved courses <b>prior</b> to your arrival at NTU, you may still add on courses during the 2-week add/drop period for additional course(s) <b>after</b> your arrival at NTU. Please note that <u>course approval are subjected to NTU pre-requisites and vacancies</u>. Hence, you must be prepared to read other courses if you do not meet the pre-requisites.</p>
<b>Restricted Programmes</b>	<p>Exchange students are not allowed to take <a href="#">restricted programmes</a> and courses.</p> <p>These include:</p> <ol style="list-style-type: none"><li>1. <b>All courses from our 5 autonomous institutions</b> – the National Institute of Education*, the S Rajaratnam School of International Studies, Earth Observatory of Singapore, Singapore Centre on Environmental Life Sciences Engineering and Lee Kong Chian School of Medicine.</li><li>2. Entrepreneurship courses offered by the Nanyang Technopreneurship Center.</li><li>3. Graduate Programmes offered by the Nanyang Business School.</li><li>4. Exchange Students are not allowed to attend Special Terms.</li></ol> <p>Please note that there is strictly no appeal for these courses.</p> <p><i>* Only NIE General Electives are available to exchange students</i></p>

## AFTER APPLYING: ACCEPTANCE CONFIRMATION

GEM TRAILBLAZER EXCHANGE/STUDY ABROAD PORTAL	
<p><b>Receiving Application Results (email)</b></p>	<p><b><u>RELEASE OF APPLICATION RESULTS</u></b></p> <p>Semester 1 (Fall): Late May/June Semester 2 (Spring): Late October/November</p> <p>Your acceptance results together with the login details to the GEM Trailblazer Exchange/Study Abroad Portal, if you are successful, will be sent to the email address which you had provided in your online application. Your exchange coordinator will also be notified of the acceptance via email.</p> <p>In the portal, you will have access to the followings:</p> <ul style="list-style-type: none"> <li>• View and accept Offer of Admission</li> <li>• View Letter of Enrolment/Admission</li> <li>• Apply for campus housing*</li> <li>• Student's Pass (Visa) Application Procedures document</li> <li>• View/download Student's Pass Online Application &amp; Registration (SOLAR) Form</li> <li>• Retrieve In-Principle Approval (IPA) letter for approved Student's Pass application</li> <li>• Retrieve course information and registration details</li> <li>• Update personal particulars</li> <li>• Submit health &amp; medical information</li> <li>• Information on Group Hospitalisation &amp; Surgical Insurance (GHSI)</li> <li>• Arrival and Orientation information</li> </ul> <p><i><b>Please Note:</b> Application for on-campus housing shall be via the portal only. Please do not apply for on-campus housing through the Office of Housing &amp; Auxiliary Services website.</i></p>



## COURSE REGISTRATION AND ACADEMIC INFORMATION

### COURSE INFORMATION

#### Workload per Semester

##### Undergraduates (UG)

Exchange students usually take **3 to 5 courses per semester** based on 3 or 4 AU per course (subjected to your home university's and NTU's approval).

Full-time students usually take 16 to 18 AUs. However NTU does not stipulate a minimum number of AUs a students must take. The maximum workload allowed is 6 courses of 20 AUs per semester.

##### Graduates (PG)

All PG students can only read PG courses. To be enrolled into NTU, you must take a minimum of one postgraduate course.

#### NTU Academic Unit System

##### NTU Academic Unit System

NTU's courses are assigned credits based on the Academic Unit (AU) System. For a typical one-semester course, the number of academic units is calculated as follows:

- a) One hour of lecture/tutorial per week : one AU
- b) Three hours' laboratory/fieldwork per week : one AU

##### Grading System

NTU uses the Grade Point Average (GPA) system in awarding grades.

Letter Grade	Grade Point
A+	5.0
A	5.0
A-	4.5
B+	4.0
B	3.5
B-	3.0
C+	2.5
C	2.0
D+	1.5
D	1.0
F	0.0

Please see NTU's [Academic Unit System](#) for more information.



## COURSE REGISTRATION AND ACADEMIC INFORMATION

<b>Study Programmes</b>	<p>Exchange students on Study programmes are advised to take courses of the same level as their degree.</p> <p><b>Undergraduates (UG):</b></p> <ul style="list-style-type: none"><li>• UG can only choose UG courses.</li><li>• UG are <b>strictly prohibited</b> from applying postgraduate courses</li><li>• Exchange students pursuing a Masters degree at their home university but have yet to obtain any Bachelor's degree shall be nominated as an undergraduate student and be allowed to choose graduate courses only upon completion of seven study semesters.</li></ul> <p><b>Graduates:</b></p> <p>All PG students can only read PG courses. To be enrolled into NTU, you must take a minimum of one postgraduate course.</p> <p>Courses are subjected to approval from the school(s) and do not automatically imply that all courses are available for exchange students.</p>
<b>Courses Selection</b>	<p><b>Undergraduates</b></p> <p>The undergraduate course catalogue can be found at this <a href="#">link</a>.</p> <p><b>Graduates</b></p> <p>There are very limited PG courses for exchange students. Exchange students can only read the list of PG courses found in the pdf document via this <a href="#">link</a>.</p>



## **COURSE REGISTRATION AND ACADEMIC INFORMATION**

### **REGISTER FOR COURSES**

<b>Course Registration</b>	<p><b>Undergraduates (UG)</b> You will be able to obtain information on UG course registration and view the list of your approved UG courses in the GEM Trailblazer Exchange Portal.</p> <p>Exchange students will be pre-allocated a number of their approved UG courses during NTU course registration. You may still register for additional approved UG courses during the Add/Drop period in the first two week of the semester.</p> <p>Please note that some UG courses are highly popular and vacancies are limited (particularly Business, Accountancy, Economics, Sociology, Sports, Language and Communications courses). While the University will try to meet the demand where possible, exchange students should expect that not all demands can be met and be flexible in their study plan.</p> <p><b>Graduates (PG)</b> You will be able to obtain information on PG course registration and view the list of your approved PG courses in the GEM Trailblazer Exchange Portal.</p> <p>Approval is based on minimum of one graduate course. You would have the opportunity to register for additional approved courses during the Add/Drop period during the first two weeks of the semester.</p> <p>Please note that some PG courses are in high demand. Approval and registration of PG courses shall be subjected to the discretion of the offering schools, availability, vacancies and pre-requisites. Students may be required to reselect courses if there is a clash in class/exam timetable.</p> <p>While the University will try to meet the demand where possible, exchange students should expect that not all demand can be met due to vacancy limitations. The approved PG courses will be registered on your behalf after matriculation and a notification email will be sent to your NTU email address.</p>
<b>Academic Transcripts</b>	<p>Upon completion of your Study exchange, your NTU transcript will be mailed to your home university within two months of the release of examination results.</p> <p>A scanned copy of the academic transcripts will be emailed to the Student Exchange Office of the respective universities for record.</p>



## HOUSING

<b>On-campus housing for exchange students</b>	<p>All incoming students would be guaranteed on-campus housing. Exchange students coming on Research or Work exchange shall be recommended for off-campus housing in view of the varied project dates.</p> <ul style="list-style-type: none"><li>• Upon acceptance as an exchange student, you may apply online for on campus housing through the GEM Trailblazer Exchange Portal before the stipulated closing date.</li><li>• Students are allocated randomly and requests for specific types of rooms will be determined on a case by case basis. Students with medical condition(s) and/or have specific requests will have to submit a doctor's letter certifying their condition which shall subsequently be verified by NTU's Medical Centre.</li><li>• Students are required to declare medical conditions and requests when submitting their application for GEM Trailblazer.</li><li>• Request for specific room-mates or preferred Halls is not allowed.</li><li>• Full-year exchange students, who successfully secured on-campus housing for their first semester must re-apply for housing in their second semester.</li><li>• Period of stay in the Hall is determined by the approved period of exchange as stipulated on the NTU Letter of Enrolment.</li></ul> <p>Please see <a href="#">housing options</a> for more information.</p>
<b>Check-in date for Halls of Residence</b>	<p>The earliest that exchange students may move into their allocated room in the Hall of Residence is three days before the commencement of the Teaching Week.</p> <p>The Office of Housing &amp; Auxiliary Services (HAS) shall notify the exchange students on the exact check-in date via the portal.</p> <p>Exchange students who intend to arrive earlier than the check-in date and/or arrive after office hours will have to source for temporary off-campus housing. A list of temporary off-campus housing can be found at this <a href="#">link</a>.</p>
<b>Off-Campus Housing</b>	<p>Students seeking off-campus housing should begin their search well in advance of their arrival in Singapore. Students are recommended to search in Estates near NTU such as: Boon Lay, Jurong West and Jurong East.</p> <p>For more information please refer to this <a href="#">link</a>.</p>

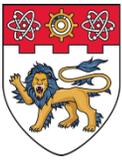
## IMMIGRATION

<p><b>Entry Visa Requirements</b></p>	<p><b>Students who require an entry visa to enter Singapore <u>need not</u> apply for one.</b> Upon approval of the Student's Pass application, an <b>In-Principle Approval (IPA) letter</b> will be issued to the students. A single journey visa shall be incorporated in the IPA letter for entry into Singapore. For more immigration matters, you may refer to this <a href="#">link</a>.</p> <p>Students are advised to arrange their flights only when their Student's Pass application has been approved.</p>
<p><b>FOR STUDY AND RESEARCH</b></p>	
<p><b>Student's Pass</b></p>	<p>All international students who have been accepted and offered a place as a full-time matriculated or registered student are required to hold a valid Student Pass issued by the Singapore Immigration &amp; Checkpoints Authority (ICA).</p> <p>You will be notified of the Student's Pass application procedures via the GEM Trailblazer Exchange/Study Abroad Portal.</p> <p>Exchange students holding Student's Pass are not allowed to work during the exchange period.</p>
<p><b>Training Employment Pass (TEP) &amp; Work Holiday Pass (WHP)</b></p>	<p>International students who have been successfully placed in a research project are required to hold either a Training Employment Pass (TEP) or a Work Holiday Pass (WHP).</p> <p>The School or company which the Research or WEP students are attached to will apply on their behalf for the Training Employment Pass (TEP) with Singapore's Ministry of Manpower (MOM).</p> <p>Only full-time students of all nationalities studying in selected universities from certain countries/territories may apply for the WHP. For the list of countries please click on this <a href="#">link</a>.</p>



## WELL-BEING

<b>Health, Wellness and Insurance</b>	<p>Medical, dental and counselling services are available on campus to cater to your health and wellness needs.</p> <p>Should you feel unwell after office hours, you may proceed to nearby Clinics for assistance. For acute medical care and emergencies, please visit the nearest hospital, Ng Teng Fong General Hospital.</p> <p>For more information on Health, Wellness, and Insurance you may refer to this <a href="#">link</a>.</p>
<b>Medical Declaration</b>	<p>Students who have medical, physical/mobility, sensory impairment, neurological deficits and/or learning disability are required to submit provide medical documentation and/or specialist assessment reports for verification of disabilities or special needs. At the point of application, you must be certified fitness for overseas immersion programme and confirmation of the list of medication to take, during the entire period of your exchange.</p> <p>If you are on medication , you must bring along your doctor’s prescription and bring sufficient medications as the exact medications may not be available in Singapore.</p> <p>Upon arrival at NTU, students are required to undergo further medical assessments/counselling to ascertain appropriate support services if so needed, for the well-being of students. These assessments may be conducted internally at NTU or externally by third-party service providers. In such cases, students may need to bear the costs for such assessments.</p>
<b>Declaration of Disability</b>	<p>Exchange students who have a disability and requires academic support services must submit documentary proof of their disability and the type of support services they are currently receiving in their home universities.</p> <p>The information is important for review and advice on availability of similar support services at NTU.</p>
<b>NTU Group Hospitalisation &amp; Surgical Insurance (GHSI)</b>	<p>All exchange students are required to purchase the compulsory NTU Group Hospitalisation &amp; Surgical Insurance (GHSI) even if they have already bought similar insurance in their home country. <b>The cost of GHSI is included in the compulsory administrative fees.</b></p> <p>Falling ill and being hospitalised in Singapore can be a financial drain on international students, who are not entitled to the medical subsidies that Singapore citizens enjoy. Besides the coverage it provides, the GHSI (subject to its terms and conditions) allows you to request a Letter of Guarantee from the underwriter and present it in lieu of the requisite deposit upon admission to government/ restructured hospitals in Singapore</p> <p>For more coverage details please refer to this <a href="#">link</a>.</p>



## COSTS

<b>Living Cost</b>	The living costs you incur will depend on your lifestyle. On average, students should prepare an estimated SGD 5,000 per semester to defray costs such as accommodation, food, transportation, personal expenses, textbooks etc.
<b>Administrative fees</b>	<p><b>Estimated compulsory payments:</b></p> <ul style="list-style-type: none"><li>• SGD380 per semester for Exchange UG students</li><li>• SGD280 per semester for Exchange PG students</li></ul> <p>Compulsory payments includes student's matriculation card (applicable to postgraduates); computer; sports; amenities; copyright; student health service; Group Hospitalisation &amp; Surgical Insurance etc.</p> <p>Students should ensure they have sufficient monies to pay for these compulsory payments upon arrival / registration at NTU.</p>

## BANKING AND FINANCIAL AIDS

<p><b>On-campus banking facilities</b></p>	<p>There are banking facilities available on-campus operated by Oversea-Chinese Banking Corporation (OCBC) Singapore – NTU Campus branch. Please visit OCBC’s website at this <a href="#">link</a> for the various banking services offered by OCBC. Please note that an administrative fee may apply if you close the account within the first six months.</p> <p>Students may also visit Jurong Point Shopping Centre website at this <a href="#">link</a>, which is located near our campus, for their banking needs.</p>
<p><b>Acceptable credit/bank cards</b></p>	<p>Visa/Mastercard/American Express/Diners Club/Maestro/PLUS. You may withdraw monies from the automated teller machines (ATM) located around the campus.</p>
<p><b>Services available to exchange students</b></p>	<ul style="list-style-type: none"> <li>• Internet access</li> <li>• Sports &amp; Recreational facilities</li> <li>• Library</li> <li>• Medical Services</li> </ul>
<p><b>DUO-Singapore Exchange Fellowship Award (for European Students only)</b></p>	<p>The Asia-Europe Meeting's (ASEM) DUO Fellowship Fund aims to promote student exchanges between European and Asian ASEM member countries. Under this fund, the DUO-Singapore Exchange Fellowship is awarded by the Singaporean Government to Singapore and ASEAN students studying in the Nanyang Technological University (NTU), National University of Singapore (NUS) and Singapore Management University (SMU). The Award is also open to students from European ASEM countries (who come from <a href="#">universities</a> with fee waiver arrangements with NTU, NUS and SMU).</p> <p>The Award, which is based on merit, is for a pair of exchanges between a university in Singapore and its respective partner university in Europe in any academic field. Each student will be awarded a maximum of 4,000 Euros for one semester of up to four months, which covers airfare, accommodation and living expenses.</p> <p>There is no bond imposed by the Singaporean Government for the Award, which is open to both undergraduate and postgraduate students.</p> <p>The DUO Scholarship is by-invitation only.</p>
<p><b>TF LEaRN @ NTU Award (for selected Asian partner institutions only)</b></p>	<p>This scholarship is only available in Semester 1. For more information or enquiry on TF LEaRN @ NTU scholarship, please visit the <a href="#">link</a> or email <a href="mailto:tflearn@ntu.edu.sg">tflearn@ntu.edu.sg</a>.</p>



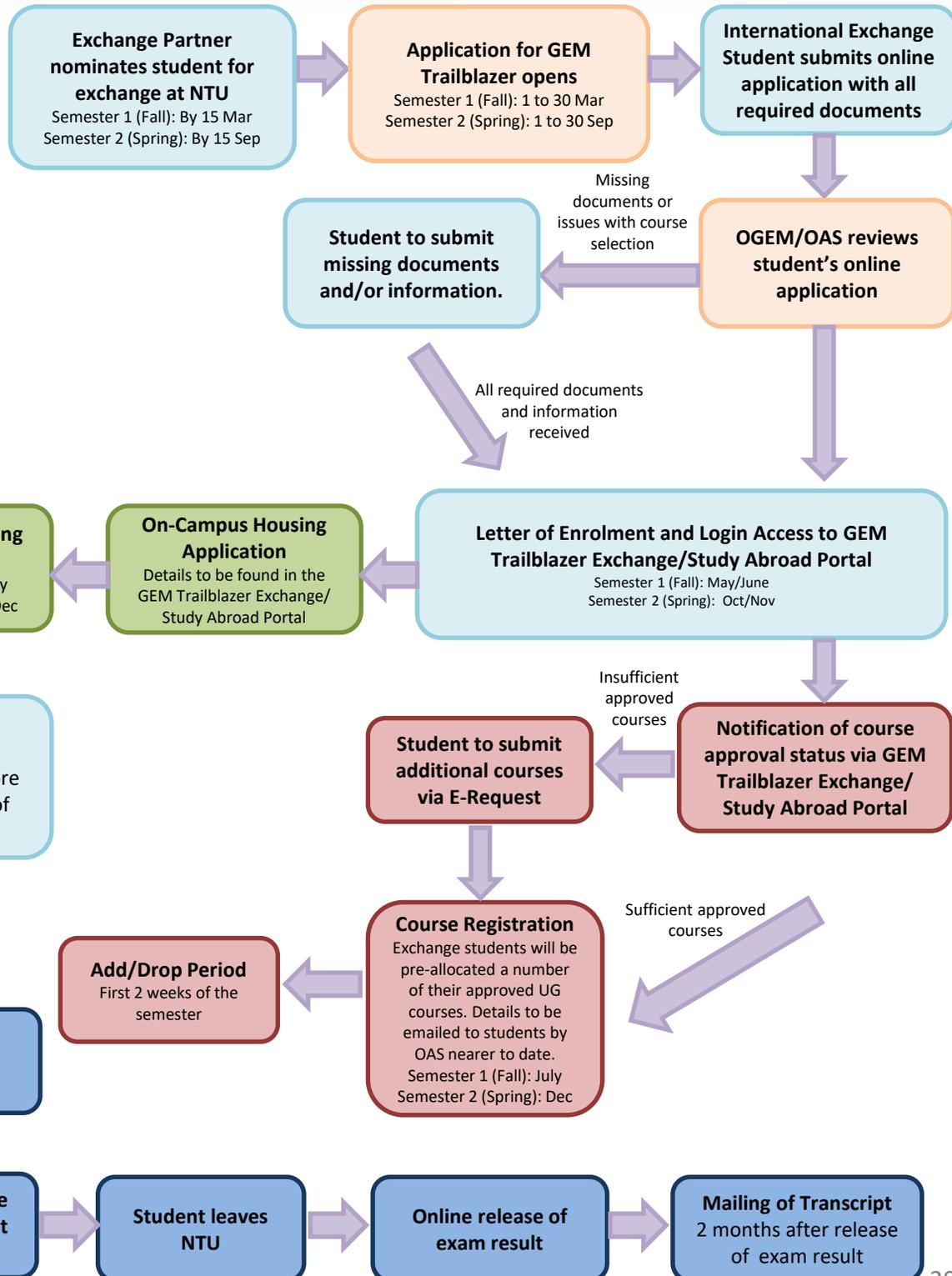
## PRE-DEPARTURE AND ARRIVAL

<b>Arrival Date</b>	<p>Exchange students should arrive three days before the commencement of Teaching Week to attend the half-day orientation programme. The details of the orientation can be found in the GEM Trailblazer Exchange/Study Abroad Portal under <b>Notification</b>.</p> <p>Students who are successful in the application for on-campus housing shall be informed of their check-in date by Office of Housing &amp; Auxiliary Services before their arrival.</p>
<b>Airport Reception</b>	<p>There is no airport reception. However, you should have little difficulty finding your own way to our campus from the airport with the pre-arrival information provided and using Singapore's efficient public transport system.</p> <p>For more information on how to get started at NTU refer to this <a href="#">link</a>.</p>



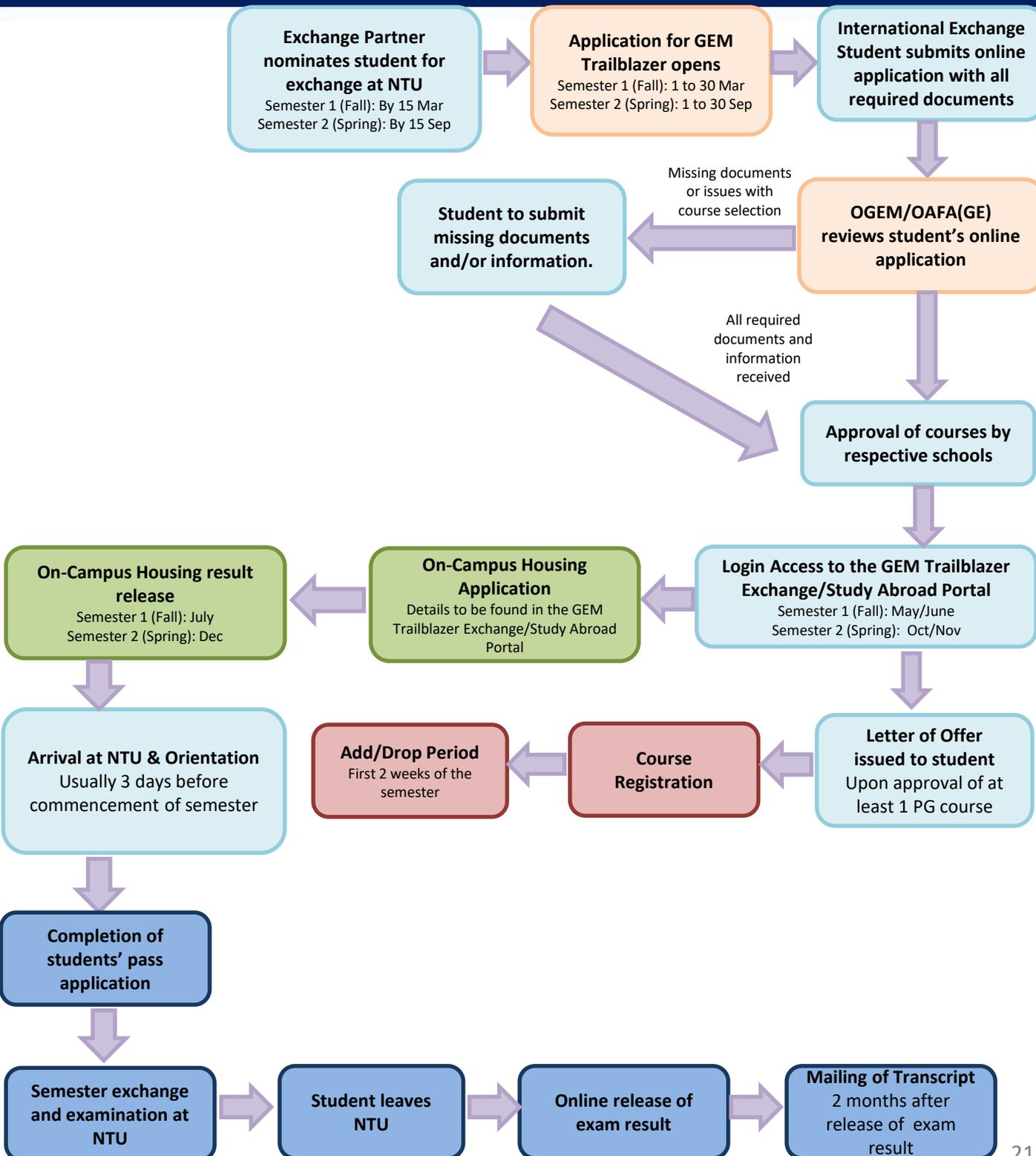


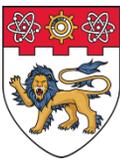
## UNDERGRADUATE (UG) EXCHANGE APPLICATION PROCEDURES





## GRADUATE (PG) EXCHANGE APPLICATION PROCEDURES





## CONTACT US

<b>Office-In-Charge of Student Exchange &amp; Study Abroad</b>	<b>Office of Global Education and Mobility (OGEM)</b>	
<b>Mailing Address:</b>  Office of Global Education and Mobility 42 Nanyang Avenue Student Services Centre, Level 1 Singapore 639815		Fax: +65-6792-6911 Web: <a href="http://www.ntu.edu.sg/GEM-Trailblazer">www.ntu.edu.sg/GEM-Trailblazer</a> Facebook: <a href="https://www.facebook.com/NTUGEMTrailblazer">www.facebook.com/NTUGEMTrailblazer</a> Email: <a href="mailto:GEM-Trailblazer@ntu.edu.sg">GEM-Trailblazer@ntu.edu.sg</a>
<b>GEM Trailblazer (Inbound)</b>		
 <p><b>Mdm. Pauline HO</b> <i>Deputy Director &amp; Head of Programmes</i></p> <p>+65-6790-5088 <a href="mailto:paulineho@ntu.edu.sg">paulineho@ntu.edu.sg</a></p>	 <p><b>Ms. Pauline HO</b> <i>Deputy Director Americas</i></p> <p>+65-6790-5088</p>	
 <p><b>Ms. Grace YANG</b> <i>Senior Assistant Manager Europe &amp; Russia</i></p> <p>+65-6513-7612</p>	 <p><b>Ms. Lechelle KOH</b> <i>Assistant Manager Asia &amp; Oceania</i></p> <p>+65-6592-3117</p>	

## CONTACT US

### One Stop @ SAC

*Supports student visa applications & arrival on campus*

Nanyang Technological University  
North Spine, NS3-01-03  
50 Nanyang Avenue  
Singapore 639798

Tel: (65) 6790 6823  
Email: [ossac@ntu.edu.sg](mailto:ossac@ntu.edu.sg)  
Website: [www.ntu.edu.sg/sao/onestop](http://www.ntu.edu.sg/sao/onestop)

**Office Hours:**  
Mondays to Thursdays: 8.30am to 5.00pm  
Fridays: 8.30am to 4.45pm

Closed on weekends and public holidays

### Office of Housing & Auxiliary Services (HAS)

*Supports on-campus housing*

**Office of Housing & Auxiliary Services (HAS)**  
Nanyang Technological University  
42 Nanyang Avenue  
#04-01 Student Services Centre  
Singapore 639815

Tel: (65) 6790-5155  
Fax: (65) 6791-7801  
Email: [has-exch@ntu.edu.sg](mailto:has-exch@ntu.edu.sg)

**Office Hours:**  
Mondays to Thursdays: 8.30am to 12.00nn  
2.00pm to 5.45pm

Fridays: 8.30am to 1.00nn  
2.00pm to 5.15pm

Closed on weekends and public holidays

**Emergency 24-hours hotline  
(Campus Security)**

**Tel: (65) 6790 5200**  
*Call when emergency only*