

新加坡硕士申请网申指南

网申提交指南

小坡岛留学

申请季已经开始了一段时间，各种截止日期正在步步逼近，标化考试、实习科研、各类文书加上繁杂的准备事项，让不少同学焦头烂额。好不容易准备好了文书材料，可进行到网申提交这一步时，却经常被错综复杂的网申系统实力劝退。

本期，我们以 **2021-2022 学年 NTU 笔译与口译专业网申过程** 为例，来盘点一下，网申提交的具体步骤和注意事项！

文末扫码添加小助手填表获取【NUS 网申标准流程】！

材料准备

在网申提交之前，需要提前准备好以下材料：



Graduate Admission

APPLICATION FOR ADMISSION TO GRADUATE PROGRAMMES BY COURSEWORK & DISSERTATION

This form may take you 20 minutes to complete.
This system is best used with Chrome browser

The online application form will not be available on Saturday from 3.00am to 5.00am (Singapore time) to facilitate our system backup.

The following supporting documents have to be scanned and attached to the application. You are advised to have them ready before applying on-line.

- (1) NRIC for Singaporean/Singapore Permanent Resident (SPR) - (scanned copy)
- (2) Passport for International Applicants - (scanned copy).
 - a) Part-Time International candidate - Immigration Pass issued by the Immigration & Checkpoints Authority - (scanned copy)
- (3) Official Bachelor degree and Transcripts (Official translation in English and Original Language) - (scanned copy)
 - a) If no Bachelor degree, Diploma/ Graduate Diploma Certificate and Transcript (Official translation in English and Original Language)
- (4) TOEFL/IELTS/GMAT/GRE results, if applicable - (scanned copy)
- (5) Professional qualifications/membership certificates, if any (scanned copy)
- (6) Any other relevant documents (e.g. supporting letter from your employer or referees), if any - (scanned copy)
- (7) Get ready your credit Card for Application Fee payment

If you applied for multiple programmes, supporting documents are to be uploaded to each programme applied. (if optional change can be made)

Please do not mail paper copies of your application and transcripts to the University. Only applicants who are offered admission will produce their original degree certificates and transcripts during verification exercise.

1 护照

2 本科学位证及成绩单

3 TOFEL/IELTS/GMAT/GRE

4 专业资格证/工作证明/在读证明/实习证明等相关证书，推荐信等补充材料

5 一张可以支付新币的信用卡

*注意以上文件的格式

具体步骤

接下来，我们来简要了解一下申请具体流程及注意事项。

填写个人信息

ACADEMIC YEAR 2021-2022

Pages: Personal Particulars [Go](#)

Application No.: C2142761 NRIC/Passport No.: XXXXX67B Programme Applied (Status): [223]MASTER OF ARTS (TRANSLATION & INTERPRETATION) [FULL-TIME]

Special Program

Special Program:

Personal Particulars

Name (as in NRIC or Passport):

Name in full: [Upload Passport/NRIC](#)

(Enter name in the exact manner /order as reflected in your NRIC / Passport)

Surname/Family Name: (Click [here](#) for instructions)

Given Name: (Click [here](#) for instructions)

Sex: ☐ Female ☒ Male

Marital Status:

Religion: (Click [here](#) for instructions)

Citizenship:

For Non-Singaporeans only

Are you a Singapore Permanent Resident (SPR)? ☐ Yes ☒ No

Are you holding a Dependent Pass? ☐ Yes ☒ No

Are you holding an/a: ☐ Employment Pass ☐ Work Permit ☒ NA?

National Service (for Singaporean/Singapore Permanent Resident only)

* (A letter from MINDEF indicating the balance of your NSF liability must be attached)

☐ Completed (ORD:) - A copy of NS Certificate of Service must be attached. [Upload](#)

☐ # Currently Serving (Expected ORD:)

☐ Exempted

☐ # Disrupted

☒ Not Applicable

包括姓名、性别、宗教信仰、出生日期、家庭地址、邮寄地址、联系电话及邮箱。个别院校需要填写近期联系方式。这里需要注意的是，一定填写正确的个人邮箱，以确保后续申请流程。

02

填写教育背景

ACADEMIC YEAR 2021

Pages : Educational Background Go

Application No.: C2142761 NRIC/Passport No.: XXXXX678 Programme Applied/Status: [223]MASTER OF ARTS (TRANSLATION & INTERPRETATION) [FULL-TIME]

Educational Background (Please provide your Qualifications in Chronological order.)

University (Undergraduate and Higher Degree):
If your university and/or degree is not stated in the following list of universities/degrees, please scroll down and select "Others" at the bottom of the list and specify the university name (and country) and/or degree. (E.g. Arizona State Univ, USA or B.A. in English Studies). Use abbreviations where possible.
 For applicants who are final year under graduates, please indicate "Pass" for Class of Honours.

Enter Qualifications entered should either be Diploma, Bachelor, Graduate Diploma, Master or Doctorate. If your qualification is as stated, please enter in the following format:

Bachelor	=	Bxxxxxxx
Master	=	Mxxxxxxx
Graduate Diploma	=	GRAD DIP Rxxxxxxx
Doctorate	=	DOCTORATE Rxxxxxxx

Year (20xx-xxxx)	University & Country/Region	Qualification Obtained	Class of Honours (Select "Pass" if you have no class of honours.)
Qualification-1			
2016-2020	OTHERS, then: HUAZHONG UNIVERSITY OF CHINA (Country/Region) Residing Campus: (If applicable) Note: Country/Region of Study: CHINA	OTHERS, then: BENG (CHEMICAL ENGINEER) Upload degree certificates and transcripts (only WORD or PDF document accepted) Upload	Pass GPA (if applicable): on: 5 Avg score (if applicable): 85.2 on: 100 Class/Cohort ranking (if applicable): on:
Qualification-2			
	OTHERS, then: (Country/Region) Residing Campus: (If applicable)	OTHERS, then: Upload degree certificates and transcripts (only WORD or PDF document accepted) Upload	GPA (if applicable): on: 5 Avg score (if applicable): on: 100 Class/Cohort ranking (if applicable):

教育经历需填写至最高学历，包括入学时间、毕业时间、正确的院校英文名称、所学专业、GPA、平均成绩及学院排名（此三项按个人情况选填）。注意上传成绩单原件及学校盖章翻译件。个别院校会要求填写获奖情况，请如实填写。

这里需要注意的是，NTU 网申系统会要求学生填写 Class of Honour，中国大陆普通高校毕业生或在读生一律选择【PASS】。

03

填写工作经历

ACADEMIC YEAR 2021

Pages: Work Experience Go

Application No.: C2142761 NRIC/Passport No.: XXXXX678 Programme Applied (Status): [223]MASTER OF ARTS (TRANSLATION & INTERPRETATION) [FULL-TIME]

Work Experience

Employment History:
(Starting with your present position, please indicate in reverse chronological order your employment history. Details of all your previous employment must be indicated. National Service, vacation training, internship and industrial/school attachment should NOT be included as work experience. Refer to [instructions](#) for details before completing this section.)

Note: Date format should be in dd-mon-yyyy, e.g. 01-JUN-2001. Please ensure that 'dd' is in numerical form and NOT alphabets. Entries such as 'DD-JUN-2001', 'XX-JUN-2001' are NOT accepted. Applications with such wrong date entries may face difficulties in submission.

From (dd-mon-yyyy)	To (dd-mon-yyyy)	Designation	Company/Organisation	Duration(MTH)
06-JUN-2021	13-JUN-2021	UNEMPLOYED		0

Total duration of working experience since obtaining Bachelor's degree (assume up to \$): 0 years / 0 months

Work Assignment:
Briefly describe (Please enter not more than 2000 characters; Do not use the symbols "&" or "<") your most recent work/job assignments, if any, relating to the programme you are applying for admission (Use a separate sheet of paper, if necessary). You may also indicate any research experience you may have or any paper(s) that you may have published over the last 5 years. A statement of support from your employer would be useful. Use a separate sheet of paper if necessary.

Since studying Business at O'Level and Economics at A'Level, I have developed an interest in the role of finance within businesses. Alongside my studies at school, I have also taken inspiration from my involvement in my father's part-time business. I have helped deal with some financial aspects of this business, including banking and completing annual accounts, from which I have developed several skills in working with figures and the ability to accurately handle, organise and analyse information. From this experience, I am intrigued to learn more about finance and accounting.

Currently, I am studying A levels in Psychology, Geography and English Literature. I chose not to continue Economics to A2 level as the specific aspects of my other courses were much more relevant to my personal interests. Each of these subjects

Upload

请注意学院网申网站注明的具体要求，很多专业在工作经历方面不承认实习或在校研究经历。工作经历若能提供雇主证明信则效果更佳。

04

文书提交

部分学院需要单独提交文书，部分则是在网上直接进行填写。对于上传的文书，请注意文件的命名、文件格式；在线填写的文书则务必注意字数限制，超出部分则不予显示。

关于推荐信，有的学院，需要推荐老师给到申请者直接上传；有些则还是需要填写推荐老师的联系方式，由学院直接联系老师。

05

最后申明

Declaration of Criminal Record

The University is committed to safeguarding and promoting the welfare of students and employees. In relation thereto, you are required to complete and disclose information on any criminal record that you may have either in Singapore or overseas. All information provided will be treated in the strictest confidence.

Please choose one of the options below:

☒ I have NO criminal convictions, reprimands, final warnings, police cautions or any pending prosecutions against me in Singapore (including Singapore Armed Forces (SAF) military courts, Singapore Police Force (SPF) or Singapore Civil Defence Force (SCDF) Disciplinary Board) or any other country.

☐ I HAVE one or more of the following criminal records against me: criminal convictions, reprimands, final warnings, police cautions or any pending prosecutions in Singapore (including SAF military courts, SPF or SCDF Disciplinary Board) or any other country. The details of such records are listed below:

Criminal Record

Cautions/Reprimands/Final Warnings/Convictions

	Nature of Offence(s)	Name of Court	Date of caution(s) / conviction(s) <small>(DD-MMM-YYYY to DD-JUN-YYYY)</small>	Sentence(s)
1				
2				
3				
4				

Pending Prosecution(s)

	Details of Alleged Offences	Name of Court (if known)	Date (if known) <small>(DD-MMM-YYYY to DD-JUN-YYYY)</small>
1			
2			
3			

☒ I certify to the best of my knowledge, the information provided in this form, is true and accurate and that I have not wilfully suppressed any material fact. I understand that if the information provided herein is false, inaccurate, misleading or incomplete in any way, I may be automatically disqualified from admission to the degree programme, or expelled from the programme. I also permit the University to disclose the information provided when making enquires to check the accuracy of the information and the University may contact me to discuss and/or obtain additional details of the records that I have provided in this declaration.

Submit

Cancel

Exit

该步骤包括以往的申请记录、经济来源、重大疾病史、犯罪史、违纪记录等。

请如实填写，不要有任何隐瞒。

06

核对信息，付款

ACADEMIC YEAR 2021

Pages: 1 | [Previous Form & Submit Application](#) | [Go](#)

Note: Applications submitted cannot be amended. Hence applicants are reminded to check that all data they have entered are correct before submitting the form electronically. Applicants who have made mistakes or have missed out information in their form would have to indicate the correct/additional information on a separate piece of paper and submit with their supporting documents. We regret that we are unable to attend to email requests to amend applications submitted.

To make changes before submitting this form electronically, please select the specific page(s) using the drop-down navigation menu at the top of this page and click "Go" to return to the earlier page(s). Alternatively, you may also click the "Previous" button at the bottom of this preview form to return to the earlier page(s). After making changes, please click the "Save and Proceed" button to proceed.

A. PROGRAMME APPLICATION

PROGRAMME CODE/NAME: (22) (MASTER OF ARTS) TRANSLATION & INTERPRETING	APPLICATION NO: C2142765
PROGRAMME TYPE: FULL-TIME	DATE OF ADMISSION: 10 JUN 2021
AGE: 18	

B. PERSONAL INFORMATION

NAME (as in NRIC or passport): Zhang Jia	TITLE: MR
SURNAME/NAME/NAME: Zhang	GIVEN NAME: Jia
NRIC/Passport No.: 000000000000000000	SEX: Male
DATE OF BIRTH (DD-MM-YYYY)	AGE (as of 12.2020): 22
CITIZENSHIP: Chinese	RELIGION: Free Thinker
For Non-Singaporean Only: Are you a Singapore Permanent Resident? NO Are you holding a Dependent Pass? NO	For Non-Singaporean Only: Are you holding an Employment Pass/Visit Permit? NO If Yes, P/N No.:
NATIONAL SERVICE: NOT APPLICABLE	

最后，核对所填信息，确认准确无误后再进行付款。付款方式有以下两种：通过银行转账的方式；通过网上转账的方式。这里更推荐第二种，更加方便快捷，且部分学院对于在网上付款的报名费有优惠政策。

以上就是网申提交的具体步骤和注意事项，小伙伴们一定要认真仔细，避免在网申提交上浪费太多时间。

感谢沪+nus 硕 21-gw1199cs (1243353843)分享