



### Application Instruction for Students applying for Exchange under University-wide agreement

1. University, Country	Tsinghua University (China)
2. Semester/Term	Fall 2024
3. Application instruction	<p>Students shall apply on-line at <a href="http://intl-nondegree.tsinghua.edu.cn">http://intl-nondegree.tsinghua.edu.cn</a></p> <p>Scroll down to <a href="http://intl-nondegree.tsinghua.edu.cn/f/yzlxs/yz_lxs_kstzb/view?id=264623">http://intl-nondegree.tsinghua.edu.cn/f/yzlxs/yz_lxs_kstzb/view?id=264623</a>, and then click Admissions to Exchange Program.pdf</p> <p>Application portal opens 15 Mar (based on fact sheet)</p> <p>The Office of the University Registrar (OUR) will furnish the necessary details for your application to the Partner University (PU). However, we strongly encourage you to review PU's website and any provided application instructions for the latest updates.</p> <p>Should there be any variance in the information between the instructions given by OUR and those from PU, please prioritize and follow the instructions provided by PU.</p>
4. Documents required	<p>(1) A letter of nomination from the Exchange Program Office of the student's home university (Office of the University Registrar will slot the letter into your submission before mailing to Tsinghua)</p> <p>(2) Completed Foreigner's Application Form for Admission to Visiting/Exchange Program of Tsinghua University; the one with the barcode. <b>To get that, you must submit your form and have it verified by Tsinghua first before you can have the barcode.</b> It is not immediate verification. So file your application as early as possible.</p> <div style="text-align: center;">   <p>清华大学外国留学生专业进修生项目申请表</p> <p>Foreigner's Application Form for Admission to Visiting/Exchange Programs of Tsinghua University</p> </div> <p>(3) Original schooling records;</p>

	<p>(4) A photocopy of the applicant's passport with photo page;          (5) A portfolio of 6 photographic design artworks is required for applications to the School of Arts and Design.</p> <p><b>Please file the online application, prepare what is needed (except for item 1) then submit the documents to your home faculty and we will mail to Tsinghua University on your behalf.</b></p> <p>[Office of the University Registrar Comments]</p> <p>Note: If you are holding dual citizenship, please inform your home faculty.</p> <p>For NUS students, combine your 'O' and 'A' levels, or NUSHS/ IB to put it together for the English proficiency section.</p>
5. Mode of application submission	Online and hardcopy submission
6. Other important information to note	<ul style="list-style-type: none"> <li>▪ <del>Please refer to the attached Fact Sheet.</del></li> <li>▪ Passport's validity is at least for 6 months <u>after</u> end of exchange semester.</li> <li>▪ Use your Full legal name as stated in your passport.</li> <li>▪ Student is to use NUS email address as the main email correspondences in the application to Partnering University.</li> <li>▪ Apply for <b>Official NUS Transcript</b> with most recent semester results <a href="#">HERE</a>. (Please note unofficial transcript generated from EduRec is not accepted for SEP application to partnering universities). The cost of official transcript is non-refundable.</li> <li>▪ Where applicable, you may enter the exchange coordinator contact as Ms Mok Chooi Yan (email: <a href="mailto:chooiyan@nus.edu.sg">chooiyan@nus.edu.sg</a>). Please <b>DO NOT</b> indicate her as the academic referee to your application.</li> <li>▪ Address for Office of the University Registrar: 21 Lower Kent Ridge Road</li> </ul>

	University Hall Lee Kong Chian Wing #UHL-04-01 Singapore 119077
7. NUS Internal deadline	15 April Please strictly adhere to this internal deadline to ensure Office of the University Registrar sufficient lead time before the final deadline from partnering university to address for any unforeseen circumstances.  Do exercise personal responsibility to complete the application by the above stipulated deadline.
8. PUs application deadline	30 April This is the final deadline stated by the partnering university. Failure to complete the application by this deadline will be subjected to partnering university's approval in accepting the late application.