

## APPLICATION INFORMATION SHEET AY2016-2017, Semester 1 & 2

Updated as of 05 November 2015

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 AY2016-2017.

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 1600 exchange students from more than 30 countries and 200 institutions in AY2015-2016, we are proud to introduce NTU as your first choice for an Asian study abroad experience.



Meeting of great minds from all over the world

Ranked 13<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



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## ABOUT NTU

### NTU – A Garden Campus

Young and research-intensive, Nanyang Technological University (NTU Singapore) is ranked 13th globally. It is also placed 1st amongst the world's best young universities

The university provides a high-quality global education to about 33,000 undergraduate and postgraduate students in colleges of Engineering, Business, Science, Humanities, Arts, & Social Sciences, and an Interdisciplinary Graduate School. It also has a medical school, Lee Kong Chian School of Medicine, set up jointly with Imperial College London. Sport Science and Management, Food Science and Technology and the Asian School of the Environment are some of the other newly launched programmes and schools in NTU.

NTU is also home to four world-class autonomous entities – the National Institute of Education, S Rajaratnam School of International Studies, Earth Observatory of Singapore, and Singapore Centre on Environmental Life Sciences Engineering – and various leading research centres such as the Nanyang Environment & Water Research Institute (NEWRI) and the Energy Research Institute @ NTU (ERI@N).

A fast-growing university with an international outlook, NTU is putting its global stamp on the Five Peaks of Excellence: Sustainable Earth, Future Healthcare, New Media, New Silk Road and Innovation Asia.

NTU has a satellite campus in Singapore's Science and Tech Hub, One-North, and is setting up a campus in Novena, Singapore's medical district.



## NTU ACADEMIC INFO SUMMARY

Study Level	Open to Undergraduates (UG) and Postgraduates (PG)
Exchange Period	One or Two semester(s)
Academic Calendar	<p>The semester dates for AY2015-2016 are:</p> <p><b>Semester 1 (Fall): 01 August 2016 – 02 December 2016</b>  <b>Semester 2 (Spring): 09 January 2017 – 05 May 2017</b></p> <p><b>Notes on Arrival &amp; Departure:</b></p> <ul style="list-style-type: none"> <li>Courses: Students who arrive in NTU <b>AFTER</b> the start of the semester, especially after add/drop period, shall not be allowed to change their pre-registered courses or request for new courses to read.</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 examination.</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></li> </ul>
Language of Instruction	The main language of instruction is English.
Workload per Semester	<p><b>Undergraduates (UG)</b>  Exchange students usually take 3 to 5 courses per semester based on 3 or 4 AU per course (subjected to home university's and NTU's approval). <b>No minimum workload is required. Maximum workload allowed is 6 courses or 20 AUs per semester.</b></p> <p><b>Postgraduates (PG)</b>  PG students <b>MUST</b> take a minimum of 2 postgraduate courses and a maximum of 5 courses.</p> <p><i>For more information, see: page 12.</i></p>
Restricted Programmes	See the full list of restricted programmes and courses for exchange students on page 10.
NTU Academic Unit & Grading System	<p>NTU's courses are assigned credits based on the Academic Unit (AU) System. Most courses offered in NTU are 3 to 4 AUs.</p> <p>NTU uses the Grade Point Average (GPA) system in awarding grade.</p> <p><i>For more information, see page 12.</i></p>



## GEM TRAILBLAZER INFO SUMMARY

<b>Types of Exchange</b>	<p>You can apply for <b>ONE</b> of the following exchange programmes:</p> <ol style="list-style-type: none"> <li>1. <b>Study</b> (minimum one or maximum of two semesters)</li> <li>2. <b>Research Project</b> (minimum 3 months)</li> <li>3. <b>Work Experience Programme, WEP</b> (minimum 12 weeks)</li> </ol> <p>For inter-semester study programmes, please refer to our winter and summer programmes at <a href="http://www.ntu.edu.sg/GEM-Trailblazer">http://www.ntu.edu.sg/GEM-Trailblazer</a>.</p>
<b>Exchange Spots</b>	<p><b>Study</b> One full-time exchange student who stays for partial or full semester is considered as one spot of exchange</p> <p><b>Research &amp; WEP</b> All exchange students on Research and WEP (for minimum 12 weeks) are counted towards 1 spot of exchange unless otherwise specified.</p>
<b>On Campus Housing</b>  <b>NOTE!</b>	<p><b>Study</b> On-campus housing is subject to limited availability and cannot be guaranteed to exchange students. Students who apply shall be chosen through a random ballot.</p> <p><b>Research &amp; Work</b> Students on Research and/or Work exchange should seek off-campus housing in view of the varied project dates.</p> <p><i>See page 15 to 17 for details on housing.</i></p>
<b>Exchange Withdrawal Policy</b>	<p><b>Before Arriving at NTU</b> Exchange Students to inform the home university and NTU Office of Global Education &amp; Mobility (OGEM) on intention to withdraw from the exchange programme. This will <u>not</u> be counted towards 1 spot of exchange.</p> <p><b>After Arriving at NTU</b> Exchange Students to inform NTU Office of Academic Services (for Undergraduates), Office of Admissions and Financial Aid - Graduate Education (for Postgraduates), Office of Global Education &amp; Mobility and International Student Support as well as home university. This will be counted towards 1 spot of exchange.</p>
<b>Academic Transcripts</b>	<p>On finishing your Study or Research exchange, your NTU transcript shall be airmailed directly to your home university within two (2) months of the release of examination results.</p> <p>A copy of the transcript shall also be emailed to the Study Abroad Office of your home university for filing.</p>

## 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<sup>th</sup> March</li> <li>Semester 2 (Spring) - 30<sup>th</sup> September</li> </ul> <p><b>Postgraduates' Application Deadline</b></p> <ul style="list-style-type: none"> <li>Semester 1 (Fall) - 15<sup>th</sup> March</li> <li>Semester 2 (Spring) - 15<sup>th</sup> September</li> </ul>
<b>Research Project or Work Experience Programme</b>	Submit online application <b>at least 3 months prior</b> to the start of Research Project / Work Experience Programme.

APPLICATION PROCEDURES	
<p><b>Application Procedure for</b></p> <ul style="list-style-type: none"> <li><b>Study</b></li> </ul>	<p><b>** ONLINE APPLICATION PORTAL **</b></p> <p>Nominated students coming to NTU on <b>Study, Research, and Work Experience</b> shall refer to the following application criteria and procedures:</p> <ol style="list-style-type: none"> <li>Partner universities shall inform NTU via email*, the <b><u>names of nominated students and period of exchange</u></b>, in accordance to the units of exchange agreed per academic year. <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 exchange partner institutions and have completed <u>2 semesters</u> of study at home university, with proof of results.</li> <li>The exchange programme is open to all nationals <b><u>except</u></b> Singaporeans.</li> </ul> </li> <li>Nominated students shall then <b><u>submit an online application</u></b> through the following portal: <a href="https://venus.wis.ntu.edu.sg/NG_APP/Pages/Login.aspx">https://venus.wis.ntu.edu.sg/NG_APP/Pages/Login.aspx</a> <ul style="list-style-type: none"> <li>Students applying as a Postgraduate <b><u>MUST</u></b> show proof of their Baccalaureate (Bachelor) degree at <u>when applying online</u>.</li> <li>Masters students who have yet to attain a Bachelor's degree (e.g.: Direct Masters), shall be classified as an <b><u>undergraduate student</u></b>.</li> <li><b><u>NO MAILING</u></b> of original documents is required.</li> </ul> </li> </ol> <p>Visit <a href="http://www.ntu.edu.sg/GEM-TrailblazerExchange">www.ntu.edu.sg/GEM-TrailblazerExchange</a> for further details.</p> <p><i>*Note to Exchange coordinator(s) of Partner Institutions: you are only required to <b><u>email</u></b> the nominated applicants' completed endorsement form to <a href="mailto:GEM-Trailblazer@ntu.edu.sg">GEM-Trailblazer@ntu.edu.sg</a>.</i></p>



## APPLICATION DEADLINES AND PROCEDURES

### Application Procedure for:

- **Research**
- **Work Experience Programme (WEP)**

1. The Research and WEP application criteria are similar to the Study Exchange criteria as above.
2. Students shall submit an online application after they have been nominated: [https://venus.wis.ntu.edu.sg/NG\\_APP/Pages/Login.aspx](https://venus.wis.ntu.edu.sg/NG_APP/Pages/Login.aspx)
3. In addition to application requirements, you are required to attach your latest CV.
4. On-campus housing is not available for incoming exchange students on Research or WEP.
5. Immigration matters are handled by the Ministry of Manpower (MOM)
  - Students on Research (without stipend) shall be allowed to apply for a Student's Pass.
  - Students on WEP are required to apply for a Work Holiday Pass (WHP).
  - *For more information on the immigration matters, please refer to Pg 18.*

### DOCUMENTS TO PREPARE

#### Supporting documents to be uploaded onto the online application

1. **Latest official transcript in English** (signed by the Registrar and stamped with the home university's seal), reflecting all courses taken in PDF format (<600kb)
2. **Clear, coloured passport-size photo in JPEG format** (<60kb; 400(W) x 514(H) pixels) Click [here](#) for the photo guidelines.
3. **Clear, coloured, scanned copy of passport information page** (valid for at least 6 months from the commencement of your exchange at NTU) in JPEG format (<200kb)
4. **Up-to-date Curriculum Vitae (CV) in PDF format (<600kb)** (for students applying for Research and WEP only)
5. **Bachelor's degree certificate in PDF format** (for postgraduates only)

**NO MAILING** of original documents is required.



## APPLICATION DEADLINES AND PROCEDURES

<p><b>English Proficiency</b></p>	<p><b>No proof of English proficiency is required, but NTU shall consider nominated exchange students suitable to cope with the rigorous curriculum conducted in English.</b></p> <p><b>Below are 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>
<p><b>Course Selection</b></p>	<p>Exchange students <b>are required to select at least ten (10)</b> undergraduate and/or postgraduate courses (in order of preference) per allocated semester for approval.</p> <ul style="list-style-type: none"> <li>• This is to ensure you have an adequate number of approved courses prior to arrival in NTU (if you are accepted for admission to 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. Approval does not mean guaranteed enrolment in the courses, as this is still subject to pre-requisites, availability of vacancies, and class/exam timetable.</li> <li>• <b>Note:</b> 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, deemed necessary for academic progression. Requests to reselect courses while you are in NTU will only be processed if there are valid reasons.</li> </ul> <p><b>Course Issues:</b> In the case you do not have enough approved courses and apply for additional course(s) after your arrival at NTU, <b>course approval shall be subject to NTU pre-requisites and vacancies available</b>. Hence, you will also not be guaranteed those course(s) and course registration will be delayed.</p> <p><b>For more details on course registration, please refer to Pg 12-14.</b></p>

## APPLICATION DEADLINES AND PROCEDURES

### Restricted Programmes

*These programmes are unavailable to exchange students.*

1. All courses from our 5 autonomous institutions – [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.  
\* Only NIE General Electives are available to exchange students
2. Entrepreneurship courses offered by the Nanyang Technopreneurship Center
3. Graduate Programmes offered by the Nanyang Business School
4. Inter-semester sessions (Do not follow the usual academic calendar)
5. Undergraduate Restricted Courses
  - For a detailed list of undergraduate restricted courses unavailable to exchange students, or highly popular courses with limited vacancies, see: [Undergraduate Course Restrictions](#)
  - **Nanyang Business School Undergraduate Programmes**
    - a) Core Courses unavailable to non-Business students
    - b) Courses relating to the Singapore legislation, legal and accounting system, which may be relevant only in the Singapore context
    - c) Please read through the School's [guidelines](#) carefully.
6. Post-Graduate Restricted Courses
  - Please refer to the **Appendix on Pg 30** for the list of **Graduate programmes not open** to exchange students or highly popular programmes with limited vacancies.

## AFTER APPLYING: ACCEPTANCE CONFIRMATION

E-WELCOME PACKAGE	
Receiving Application Results (email)	<p><b><u>RELEASE OF APPLICATION RESULTS</u></b></p> <p>Semester 1 (Fall): May/June Semester 2 (Spring): October/November</p> <p><i>Note: The acceptance email (E-Welcome Package) will be sent to the email address you had listed in your online application. Your exchange coordinator will also be notified of the acceptance via email.</i></p>
E-Welcome Package (New!)	<p>The E-Welcome Package shall include the following items:</p> <ul style="list-style-type: none"> <li>• Access to NTU Exchange Portal to: <ul style="list-style-type: none"> <li>• View and accept Offer of Admission</li> <li>• View Letter of Enrolment</li> <li>• Apply for campus housing*</li> <li>• Student's Pass (visa) Application Procedures</li> <li>• Download Student's Pass Online Application &amp; Registration (SOLAR) Form</li> <li>• Retrieve course information and registration details**</li> <li>• Update personal particulars</li> <li>• Submit health information</li> <li>• Provide arrival details</li> </ul> </li> <li>• Information on Group Hospitalisation &amp; Surgical Insurance (GHSI)</li> <li>• Arrival and Orientation information</li> </ul> <p><i>*Application for on-campus housing is to be made through the <b><u>NTU Exchange Portal only</u></b>. <b><u>DO NOT</u></b> apply for on-campus housing through the Office of Housing &amp; Auxiliary Services website as it is meant for FULL-TIME local and international students ONLY.</i></p> <p><b><i>**For more information on retrieving course information and registration details, please refer to Pg 12-14.</i></b></p>

## COURSE REGISTRATION AND ACADEMIC INFORMATION

### COURSE INFORMATION

#### Workload per Semester



#### Undergraduates

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

*No minimum workload is required. Maximum workload allowed is 6 courses or 20 AUs per semester.*

For more information, see [Undergraduate Academic Unit \(AU\) System](#).

#### Postgraduates

For Postgraduates students, it is compulsory to take a minimum of 2 postgraduate courses and a maximum of 5 courses per semester.

For more information, see [Graduate Academic Unit \(AU\) System](#).

#### 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) 1 hour of lecture/tutorial per week : 1 AU
- b) 3 hours' laboratory/fieldwork per week : 1 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

## COURSE REGISTRATION AND ACADEMIC INFORMATION

### Study Programmes

#### NOTE!



Exchange students on Study are advised to take courses of the same level.

#### Undergraduates:

<http://www.ntu.edu.sg/Academics/Pages/CollegesSchools.aspx>

- Undergraduates can only choose Undergraduate courses.
- Undergraduates are strictly prohibited from applying postgraduate courses.

#### Postgraduates:

<http://www.ntu.edu.sg/Academics/GraduateProgrammes/Pages/ByCoursework.aspx>

Postgraduates can choose both undergraduate and postgraduate courses **but must register for a minimum of 2 postgraduate courses and a maximum of 5 courses.**

- Postgraduates applying for undergraduate courses are encouraged to check with their home university regarding meeting credit transfer criteria.
- Postgraduate students SHALL NOT be given priority for undergraduate courses.
- Postgraduate students MUST have at least 2 postgraduate courses approved to be issued the letter of enrolment.
- Postgraduate students' undergraduate courses registration request shall only be reviewed during add/drop period (First 2 weeks of the semester) subjected to vacancies.

#### Note:

*Exchange students pursuing a Masters degree at their home university but have yet to obtain any Bachelor's degree shall:*

- *Apply as an Undergraduate student.*
- *Be allowed to choose both Undergraduate and Postgraduate courses only upon completion of 7 study semesters.*

### Course Contents

#### Undergraduates

[https://wis.ntu.edu.sg/webexe/owa/aus\\_subj\\_cont.main](https://wis.ntu.edu.sg/webexe/owa/aus_subj_cont.main)

#### Note:

As updated course information for Semester 1 and 2 shall only be available towards May and November, kindly refer to Academic Year 2015, Semester 1 ("Acad Yr 2015 1") or Academic Year 2015, Semester 2 ("Acad Yr 2015 2") respectively as a reference to the courses to be offered in the same semester.

#### Postgraduates

[http://wis.ntu.edu.sg/pls/webexe88/pgr\\$query\\_subject\\_content.display?in\\_acad=](http://wis.ntu.edu.sg/pls/webexe88/pgr$query_subject_content.display?in_acad=)

#### Note:

Courses are subject to approval from the school and do not automatically imply that all are available for exchange students. Refer to Pg 9 & 10 for Restricted Programmes



## COURSE REGISTRATION AND ACADEMIC INFORMATION

### REGISTER FOR COURSES

#### Course Registration



#### Undergraduates (UG)

Upon receipt of your E-Welcome package, students shall be given access to the **NTU Exchange Portal**. In this portal, you will be able to obtain the information on UG course registration and view the list of your approved UG courses.

Exchange students will be pre-allocated a number of their approved UG courses during NTU course registration period in July 2016 (for AY2016-2017 Semester 1), subject to the discretion of the offering schools, availability and class/examination timetable. You would have the opportunity to register additional approved UG courses during the Add/Drop period in the first two week of the semester.

Please note that some UG courses are highly popular (particularly Business, Accountancy, Economics, Sociology, Sports courses). 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.

#### Postgraduates (PG)

Students will only receive the Letter of Offer issued by the Office of Admissions and Financial Aid – Graduate Education (OAFA-GE) upon approval of at least 2 Postgraduate courses and a maximum of 5 courses. The approved PG courses will be reflected on the Letter of Offer but not on the NTU Exchange Portal.

These approved PG courses will be registered on your behalf after matriculation and a notification email will be sent to your NTU email address.

Approval & registration of the postgraduate (PG) courses shall be subjected to the discretion of the offering schools, availability, vacancies, pre-requisites. Students may be required to reselect courses if there is a clash in class/exam timetable.

#### Academic Transcripts

Exchange students' academic transcripts will be mailed directly to their home institution within **2 months** upon release of examination results.

A scanned copy of the academic transcripts will be emailed to the Student Exchange Office of the respective universities for record.

## HOUSING

### Is on-campus housing available to exchange students?

#### NOTE!



Halls of Residence

On-campus housing **shall not be guaranteed** to exchange students.

Students must be prepared to live off-campus should their application for on-campus housing be unsuccessful. In the past semesters, over 40% of our exchange students were unsuccessful with their application and stayed off-campus.

- Upon acceptance as an exchange student, you may apply online for on campus housing through the NTU Exchange Portal prior to the stipulated closing date.
- Due to limited vacancies, on-campus housing is not guaranteed. Allocation of on-campus housing shall be subject to availability, through **a random balloting system**.
- Students are allocated **randomly** and request for **transfer of Halls shall not be entertained**.
- Request for specific room-mates or preferred Halls cannot be acceded to.
- Students who are unsuccessful in their applications for on-campus housing shall seek their own arrangements for off-campus housing.
- **Full-year exchange students**, who successfully secured on-campus housing for their first semester, **shall not** be guaranteed for their second semester. Students are required to re-apply for random balloting.
- Housing options are described in detail at:  
<http://www.ntu.edu.sg/has/Undergraduate/Pages/index.aspx>

*See Pg 16 for more details regarding on-campus housing.*

#### NOTE!

### When can exchange students move in to the Halls of Residence?

**3 days** before commencement of the semester.


The Office of Housing & Auxiliary Services (HAS) shall notify the exact check-in date to exchange students who are successful in securing on-campus housing through offer emails.

Exchange students who intend to arrive earlier than the check-in date and/or arrive after office hours shall have to source for temporary off-campus housing.

### Period of stay for on-campus housing

Period of stay in the Hall is determined by the approved period of exchange as stipulated on the NTU Letter of Enrolment.

## HOUSING

<p><b>On-Campus Housing</b></p> 	<ul style="list-style-type: none"> <li>• NTU has 18 Halls of Residence that are home to some 10,400 undergraduates. They offer similarly styled housing and are co-ed by floor or wing.</li> <li>• All exchange students successful in securing on-campus housing shall be housed in one of our 18 undergraduate Halls of Residences based on double occupancy i.e. twin-sharing, where only 12 Halls have air-conditioned rooms. However, all rooms have ceiling fans.</li> <li>• The 18 Halls of Residence were built in different periods with some dating back to the 1970s. Students have to be prepared to accept the different designs and structures of Halls/rooms. While the designs and furnishings of the older Halls are not as modern, they are usually kept clean.</li> <li>• More details on our Halls of Residences can be found at: <a href="http://www.ntu.edu.sg/has/Undergraduate/HallsofResidence/Pages/Halls.aspx">http://www.ntu.edu.sg/has/Undergraduate/HallsofResidence/Pages/Halls.aspx</a></li> </ul> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>• <i>Students with medical condition and/or have specific requests will have to submit doctor's letter certifying the condition which shall be verified by NTU Medical Centre.</i></li> <li>• <i>Students are required to declare medical conditions and requests when submitting application for GEM Trailblazer.</i></li> </ul>
<p><b>Furniture &amp; fittings available in the room</b></p>	<p>Rooms are furnished with a bed, mattress, study table, chair, wardrobe, bookshelf and soft board (to pin notes, etc). Each room is fitted with window coverings such as venetian blinds or curtains, lighting and a fan.</p> <p><b>Note:</b> <i>Bed-linen, blankets and pillows are <u>NOT</u> provided.</i></p> <p>Ethernet connections via network points are provided in each room. Other fittings may be provided and these vary from hall to hall.</p>
<p><b>NOTE!</b></p> <p><b>Personal Items to Bring or Buy</b></p>	<ul style="list-style-type: none"> <li>• Shower tote bucket</li> <li>• Toiletries</li> <li>• Towels, washcloths (recommended 2 sets)</li> <li>• Shower shoes</li> <li>• Single-size bed sheets/linen, blanket, pillow, pillow cases</li> <li>• Laundry bag, detergent</li> <li>• Clothes hangers and pegs</li> </ul>

## HOUSING

<b>Off-Campus Housing</b>	<p>Students seeking off-campus housing should begin their search well in advance before their departure for Singapore. Estates near NTU include Boon Lay, Jurong West and Jurong East.</p> <p>For more info, please refer to:</p> <p><a href="http://www.ntu.edu.sg/has/Off-Campus/Pages/index.aspx">http://www.ntu.edu.sg/has/Off-Campus/Pages/index.aspx</a></p> <p>The Office of Housing &amp; Auxiliary Services (HAS) will email unsuccessful students the list of off-campus housing options upon releasing of the on-campus housing allocation results.</p>
<b>Short-Term Housing</b>	<p>Some useful links:</p> <p><a href="http://www.ntu.edu.sg/has/Undergraduate/Pages/Short-termHousing.aspx">http://www.ntu.edu.sg/has/Undergraduate/Pages/Short-termHousing.aspx</a></p>

## IMMIGRATION

<b>1. Entry Visa Requirements</b>	<p>An Entry Visa is required of international students from some countries for entry into Singapore:  <a href="http://www.ica.gov.sg/services_centre_overview.aspx?pageid=252&amp;secid=165">http://www.ica.gov.sg/services_centre_overview.aspx?pageid=252&amp;secid=165</a></p> <p>Visit Singapore's Immigration and Checkpoints Authority (ICA) website to learn more: <a href="http://www.ica.gov.sg/index.aspx">http://www.ica.gov.sg/index.aspx</a></p> <p>Students who require entry visa to enter Singapore <b>need not apply for one</b>. Upon approval of the Student's Pass application, an In-Principle Approval (IPA) letter will be issued to the students. A <u>single journey visa</u> shall be incorporated in the IPA letter for the entry into Singapore.  <a href="http://www.ntu.edu.sg/SAO/iss/Immigration/Pages/StudentsPass.aspx">http://www.ntu.edu.sg/SAO/iss/Immigration/Pages/StudentsPass.aspx</a></p> <p><i><b>Note:</b> Students are advised to arrange their flights only when their Student's Pass application has been approved.</i></p>
<b>FOR STUDY AND RESEARCH</b>	
<b>2.1 Student's Pass</b>	<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>Accepted exchange students shall be notified via email on the Student Pass application procedures.  <a href="http://www.ntu.edu.sg/SAO/iss/Immigration/Pages/StudentsPass.aspx">http://www.ntu.edu.sg/SAO/iss/Immigration/Pages/StudentsPass.aspx</a></p> <p><b>Student's Pass Online Application &amp; Registration (SOLAR)</b>  <a href="https://solar.ica.gov.sg/solar/index.xhtml">https://solar.ica.gov.sg/solar/index.xhtml</a></p> <p><i>Exchange students holding Student's Pass are NOT ALLOWED to work or intern during the exchange period.</i></p>
<b>FOR WORK EXPERIENCE PROGRAMME (WEP)</b>	
<b>2.2 Work Holiday Pass (WHP)</b>	<p>WEP students will have to come under Work Holiday Pass (WHP).</p> <p>The <b>WHP</b> is applicable to all full-time students of all nationalities studying in selected universities* in the nine countries/territories (Australia, France, Germany, Hong Kong, Japan, New Zealand, , Switzerland, United Kingdom, United States).</p> <p>*Please refer to the below URL for more details:  <a href="http://www.mom.gov.sg/foreign-manpower/passes-visas/work-holiday-programme/before-you-apply/Pages/default.aspx">http://www.mom.gov.sg/foreign-manpower/passes-visas/work-holiday-programme/before-you-apply/Pages/default.aspx</a></p> <p><i>Exchange students are NOT ALLOWED to use student pass for work/internship.</i></p>



## HEALTH INSURANCE

<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>There are also clinics near campus should you feel unwell after office hours. For acute medical care and emergencies, please visit a hospital. The nearest to NTU is National University Hospital. For more information, please refer to:</p> <p><a href="http://www.ntu.edu.sg/SAO/iss/HealthWellnessInsurance/Pages/index.aspx">http://www.ntu.edu.sg/SAO/iss/HealthWellnessInsurance/Pages/index.aspx</a></p>
<b>NOTE!</b> <b>Medical Declaration</b>	<p>Exchange students are strongly encouraged to <b>highlight any medical conditions that they may have during the submission of their online application</b>. This information is for the purpose of assisting in caring for you while you are attending Nanyang Technological University.</p>
<b>NOTE!</b> <b>Are exchange students required to purchase the NTU Group Hospitalisation &amp; Surgical Insurance?</b>	<p><b>** COMPULSORY PAYMENT **</b></p> <p>All exchange students are required to purchase the <u>compulsory</u> NTU Group Hospitalisation &amp; Surgical Insurance (GHSI) even if they have already bought similar insurance in their home country.</p> <p>Falling ill and being hospitalized 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 <a href="http://www.ntu-ghs.com.sg">www.ntu-ghs.com.sg</a></p>

## COSTS

<b>Living Cost</b>	<p>The living costs you incur will depend on your lifestyle. On an average, student should prepare an estimated SGD5,000 per semester to defray costs such as accommodation, food, transportation, personal expenses, textbooks etc.</p> <p>For more detailed information, please visit:  <a href="http://www.ntu.edu.sg/SAO/iss/ManagingFinances/Pages/index.aspx">http://www.ntu.edu.sg/SAO/iss/ManagingFinances/Pages/index.aspx</a></p>
<b>Other administrative fees</b>	<p><b>Estimated compulsory payments:</b>  <b>SGD150 per semester for Exchange Undergraduate students; SGD380 per semester for Exchange Graduate students.</b></p> <p>Compulsory payments includes matriculation card (applicable to postgraduates); computer; sports; amenities; copyright; student health service; Group Hospitalisation &amp; Surgical Insurance etc.</p> <p><i><b>Note:</b> Students should ensure they have sufficient monies to pay for these compulsory payments upon arrival / registration at NTU.</i></p>

For further enquiries, please email [GEM-Trailblazer@ntu.edu.sg](mailto:GEM-Trailblazer@ntu.edu.sg)  
or visit our website at [www.ntu.edu.sg/GEM-Trailblazer](http://www.ntu.edu.sg/GEM-Trailblazer)

## BANKING

<b>Is there any bank on NTU campus?</b>	Yes, there is a bank on campus. Students may also visit Jurong Point Shopping Centre ( <a href="http://www.jurongpoint.com.sg">www.jurongpoint.com.sg</a> ), which is located near campus, for their banking needs.
<b>Must I open a bank account while studying in Singapore?</b>	Optional. You may open a saving account at the OCBC (NTU Campus branch). However, please note that you will be charged with an administrative fee should you close the account within the first 6 months.  Other banks may not allow you to open an account if you are staying in Singapore for less than 6 months.
<b>What are the acceptable credit cards/bank cards in Singapore?</b>	Visa/Mastercard/American Express/Diners Club/Maestro/PLUS. You may withdraw monies from most bank machines. There are also ATM machines located around the campus.
<b>Services available to exchange students</b>	<ul style="list-style-type: none"> <li>• Internet access</li> <li>• Sports &amp; Recreational facilities</li> <li>• Library</li> <li>• Medical Services</li> </ul>

## PRE-DEPARTURE AND ARRIVAL

<p><b>NOTE!</b> When should I arrive?</p>	<p><u>3 days</u> before commencement of the semester</p> <p><i><b>Note:</b> 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.</i></p>
<p>Is airport reception available?</p>	<p><b>No, it is not available.</b> 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>Below are some useful guides:  <a href="http://www.ntu.edu.sg/SAO/iss/AboutSAO-ISS/Pages/NewtoNTU.aspx">http://www.ntu.edu.sg/SAO/iss/AboutSAO-ISS/Pages/NewtoNTU.aspx</a></p>
<p>Half-Day Orientation Programme</p>	<p>Usually <u>3 days</u> before the commencement of semester.</p>

## FINANCIAL AID

### DUO-Singapore Exchange Fellowship Award (for European Students only)



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 Singapore 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 universities with fee waiver arrangements with NTU, NUS and SMU).

The Award, 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.

There is no bond imposed by the Singapore Government for the Award, which is open to both undergraduate and postgraduate students.

Application of the DUO scholarship shall be by invitation.

### TF LEaRN @ NTU Award (for selected Asian partner institutions only)



This scholarship is only available in Semester 1. For more information or enquiry on TF LEaRN @ NTU scholarship, please visit the following website: [www.ntu.edu.sg/tflearn](http://www.ntu.edu.sg/tflearn) or email [tflearn@ntu.edu.sg](mailto:tflearn@ntu.edu.sg).



## SUMMER PROGRAMME



We are pleased to announce **GEM Trailblazer Summer Programmes 2016**, which will present expanded study abroad opportunities to Nanyang Technological University from the **9 May to 29 July 2016 Summer period (2 Terms)**.

With more than 20 credit-bearing courses to choose from, students may take one to two courses within a track or across tracks. Look forward to a rigorous programme of academic study combined with an enriching social programme with an Asian perspective to help them explore the great diversity of Singapore's culture and heritage. There shall be opportunities to meet both NTU students and industries for the most of the summer tracks.

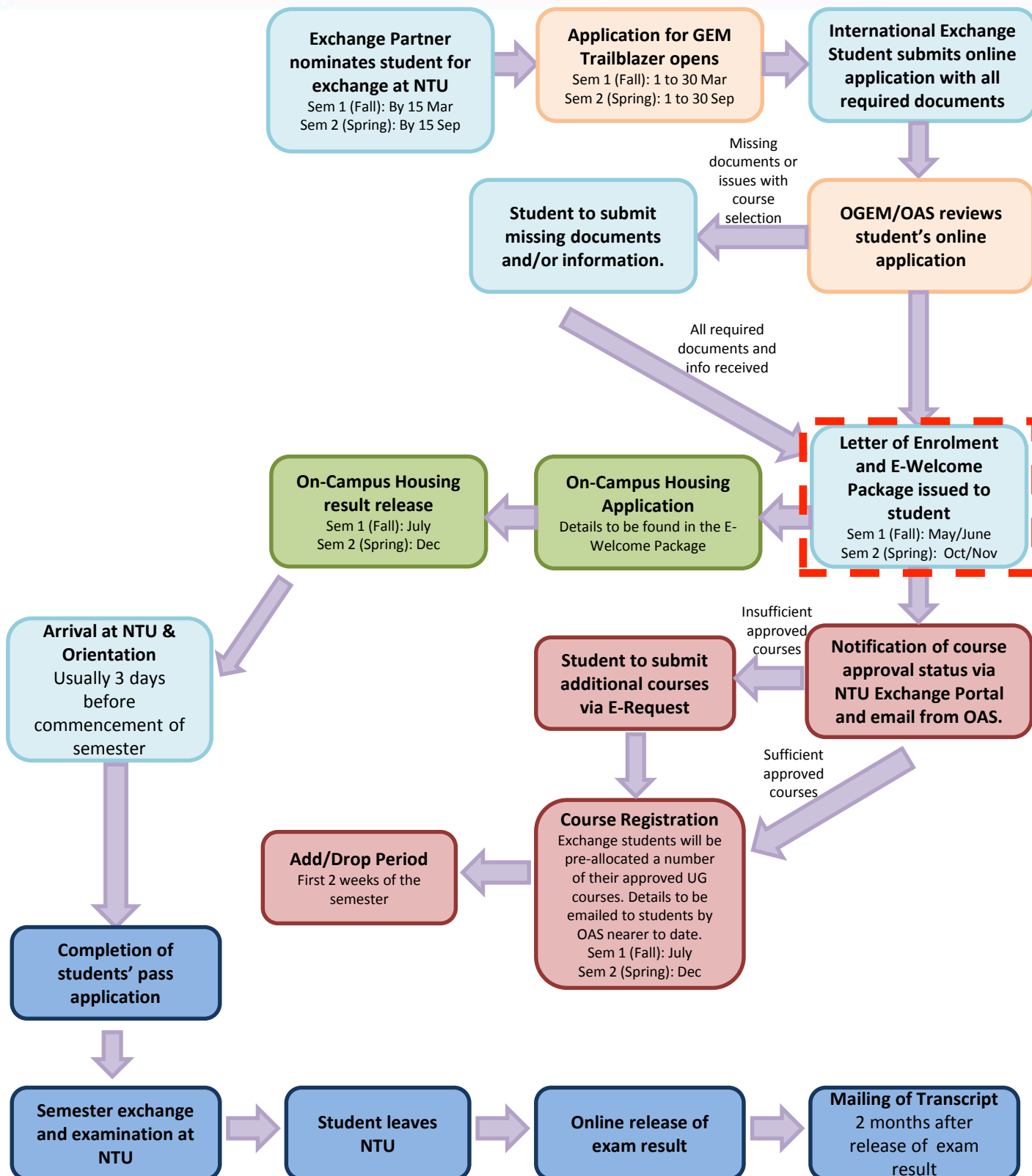
<b>Summer Tracks</b>	<b>Track 1:</b> Chinese Language & Cultural Studies (6 AUs) <b>Track 2:</b> Entrepreneurship & Innovation Asia (4 courses, 3 AUs each) <b>Track 3:</b> Creative Design & Media (8 courses, 3 AUs each) <b>Track 4:</b> Success in the Globalised Marketplace (7 courses, 3 AUs each) <b>Track 5:</b> New Technologies, New World – 3D & Bioprinting (2 courses, 3 AUs each)	
<b>Contact</b>	<b>Ms Pauline Ho</b> Deputy Director & GEM Trailblazer Team Head Email: <a href="mailto:paulineho@ntu.edu.sg">paulineho@ntu.edu.sg</a>	<b>Mr Brien Lee</b> Assistant Director GEM Trailblazer Short Term Prog Email: <a href="mailto:summerNTU@ntu.edu.sg">summerNTU@ntu.edu.sg</a>
	<b>Ms Shu Hui Toh</b> Senior Assistant Manager GEM Trailblazer Short Term Prog Email: <a href="mailto:summerNTU@ntu.edu.sg">summerNTU@ntu.edu.sg</a>	<b>Ms Pamela Toh</b> Senior Executive GEM Trailblazer Short Term Prog Email: <a href="mailto:summerNTU@ntu.edu.sg">summerNTU@ntu.edu.sg</a>

Website: [www.ntu.edu.sg/summerNTU](http://www.ntu.edu.sg/summerNTU)

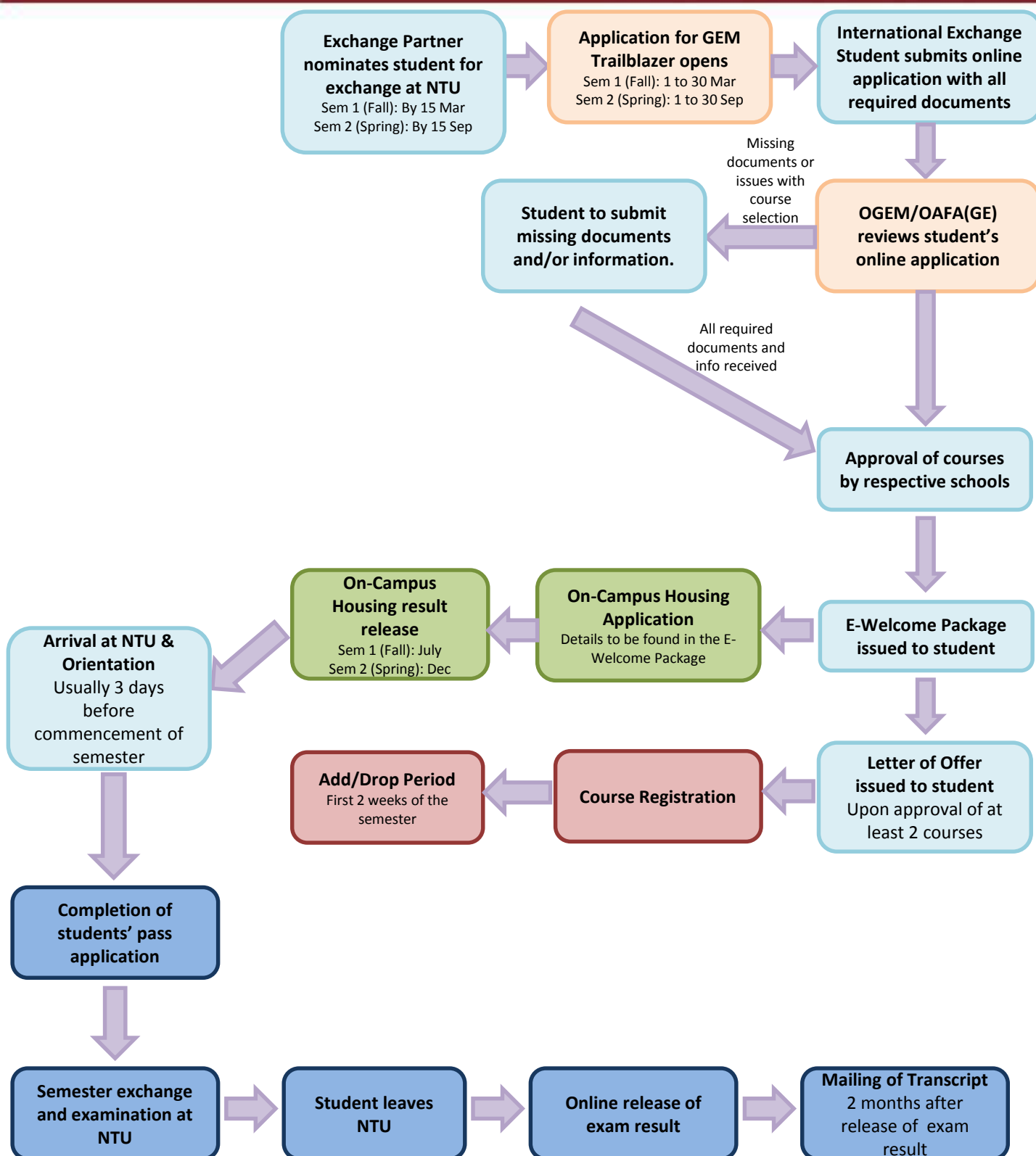
Facebook: [www.facebook.com/NTUGEMTrailblazerSummer](https://www.facebook.com/NTUGEMTrailblazerSummer)







## UNDERGRADUATE EXCHANGE APPLICATION PROCEDURES



## POSTGRADUATE EXCHANGE APPLICATION PROCEDURES



## CONTACT US

Office-In-Charge of Student Exchange & Study Abroad		Office of Global Education and Mobility (GEM)	
Mailing Address:		Fax: +65-6792-6911	
GEM Trailblazer Office of Global Education and Mobility Level 2, Temporary Office Building 1 (behind Student Services Centre) 42 Nanyang Avenue, Singapore 639815		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>	
GEM Trailblazer (Inbound)			
		<b>Ms. Pauline HO</b> <i>Deputy Director</i>  +65-6790-5088 <a href="mailto:paulineho@ntu.edu.sg">paulineho@ntu.edu.sg</a>	
		<b>Ms. Estrella HO</b> <i>Senior Assistant Manager (North America &amp; Oceania)</i>  +65-6790-6916 <a href="mailto:GEM-Trailblazer@ntu.edu.sg">GEM-Trailblazer@ntu.edu.sg</a>	
		<b>Ms. Lechelle KOH</b> <i>Assistant Manager (Asia &amp; Western Europe)</i>  +65-6592-3117 <a href="mailto:GEM-Trailblazer@ntu.edu.sg">GEM-Trailblazer@ntu.edu.sg</a>	
			
		<b>Ms. Kah Yan LEONG</b> <i>Assistant Manager (Other parts of Europe)</i>  +65-6513-7612 <a href="mailto:GEM-Trailblazer@ntu.edu.sg">GEM-Trailblazer@ntu.edu.sg</a>	

## CONTACT US

Office dealing with student visa applications, arrival and orientation	<b>International Student Support (ISS)</b>	
<b>International Student Support (ISS)</b> Nanyang Technological University 42 Nanyang Avenue, #04-02, Student Services Centre Singapore 639815		<b>Office Hours:</b> Mon to Thur: 8.30am to 5.45pm Friday: 8.30am to 5.15pm Weekends/Public Holidays: Closed
<b>Contact</b>	Tel: +65-6790-6823 (during office hours) Email: <a href="mailto:SAO-ISS@ntu.edu.sg">SAO-ISS@ntu.edu.sg</a>	

Office dealing with housing	<b>Office of Housing &amp; Auxiliary Services (HAS)</b>	
<b>Office of Housing &amp; Auxiliary Services (HAS)</b> Nanyang Technological University Student Services Centre, #04-01 42 Nanyang Avenue, Singapore 639815  Tel: (65) 6790-5155 Fax: (65) 6791-7801 Email: <a href="mailto:has-exch@ntu.edu.sg">has-exch@ntu.edu.sg</a>		<b>Office Hours:</b> Mon to Thur: 8.30am to 1:00pm 1:45pm to 5:45pm  Friday: 8.30am to 1:00pm 1:45pm to 5.15pm  Weekends/Public Holidays: Closed

<b>Emergency hotline (Campus Security)</b>	<b>Tel: (65) 6790 5200 (24-hour)</b> <b>This number should be used strictly for emergencies only.</b>
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## APPENDIX

### List of GRADUATE Programmes Restriction for Exchange / Non-Graduating Students as at Academic Year 2015 / 2016

S/n	Programmes Highly Popular with Limited Vacancies	Programmes Not Available to Exchange Students
1		<b>Nanyang Business School</b>
		Executive MBA (Chinese) Executive MBA (English) Nanyang MBA Nanyang Fellows MBA Master of Science (Finance) Master of Science (Financial Engineering) Master of Science (Marketing) Master of Science (Marketing & Consumer Insight)
2		<b>School of Electrical &amp; Electronic Engineering</b>
		Master of Science (Integrated Circuit Design) - Joint degree with Technical University of Munich, Germany Master of Science (Microelectronics) - Joint degree with Technical University of Munich, Germany Graduate Diploma in Information-Communication Technology
3		<b>School of Civil &amp; Environmental Engineering</b>
		Master of Science (Maritime Studies) Master of Science (International Construction Management)
4		<b>School of Humanities &amp; Social Sciences</b>
		Master of Arts (Contemporary China) Master of Science (Applied Economics) Master of Public Administration Master of Science (Managerial Economics)
5		<b>School of Mechanical &amp; Aerospace Engineering</b>
		Master of Science (Aerospace Engineering) Master of Science (Project Management)
6		<b>S. Rajaratnam School of International Studies</b>
		Master of Science (Asian Studies) Master of Science (International Political Economy) Master of Science (International Relations) Master of Science (Strategic Studies)
7		<b>Nanyang Technopreneurship Center</b>
		Master of Science (Technopreneurship & Innovation) in English Master of Science (Technopreneurship & Innovation) in Chinese
8	<b>Wee Kim Wee School of Communication &amp; Information</b>	
	Master of Mass Communication Master of Science (Information Systems) Master of Science (Information Studies) Master of Science ( Knowledge Management)	