

Tips for completion of Acceptance Form

In the acceptance form, you are required to indicate the following:

- (i) Address
Please provide the full residential address of yourself and your 'Next-of-kin'.
- (ii) I propose to assume duty on
 - It refers to the date of which you are proposing to assume duty with NUS. This date is an estimate and is subject to change.
 - The effective date for your assumption of duty is subject to the completion of all pre-employment formalities, which include being granted a work pass by the Ministry of Manpower (MOM), medical examination clearance and your work pass successfully issued by the MOM.
 - In general, work pass application will take from about 3 to 8 weeks counting from submitting your application to the Ministry of Manpower (MOM) for review to receiving a reply from the MOM.
 - Upon the MOM's approval, we will receive an In-Principle approval (IPA) letter informing us on whether a medical examination is required. Please factor in about 1 week for the medical examination reports to be made available to you.
 - Please indicate a date after taking all the above-mentioned into consideration.
- (iii) 'Next-of-kin' contact
It refers to 2 family members' contact details. This can be a local or overseas contact details.