

**SOME USEFUL INFORMATION FOR INTERNATIONAL STUDENTS****Student's Pass and Entry Visa**

Your admittance to the programme is conditional upon the Immigration & Checkpoints Authority (ICA) office approving your application for a Student's Pass. The University has been informed that ICA will still process all Student's Pass applications, and will assess them based on the prevailing guidelines and policies.

All international students applying for a Student's Pass of six months or more will have to undergo a medical examination. Issuance of the Student's Pass will be subject to the outcome of your medical report. Those who are found to have active Tuberculosis or HIV infection will not be granted the Student's Pass, and as such, will have to return to their country at their own expense. In view of this, you may wish to go through similar health examination before you come to Singapore. Both Medical Report Forms – one for [NUS](#) and one for [ICA](#), must be completed even though you will be taking one medical examination.

To apply for a Student's Pass, our office will initiate a registration with ICA on your behalf via the [Student's Pass On-Line Application & Registration \(SOLAR\) system](#), before you will receive an email instruction to submit an eForm16. If the application is approved, ICA will issue an In-Principle Approval (IPA) letter. Our office will email you instructions for the submission of eForm16 in June 2022. NUS will disclose and share your personal data via SOLAR with ICA for the purposes of applying for the appropriate visa. Please note that it takes about two weeks for ICA to process the application after the application is completed. In the meantime, candidates who need to apply for a passport should do so on your own accord.

For those who require an entry visa (such as nationals of Bangladesh, India, Myanmar and P.R. China), the IPA letter, also serves as a pre-approved visa, will be available for printing via ICA's SOLAR system under navigation path: Student Main Menu > Print Outcome Letters. You are advised to read the IPA letter carefully for the list of documents/items which you need to prepare for submission to ICA in order to complete your Student's Pass formalities.

You need a valid passport for entry into Singapore (and an entry visa if applicable to your country of citizenship). On your arrival in Singapore, you will be given a Short Term Visit Pass (STVP) at the airport or point of entry for a minimum of two weeks. You may be asked to show your Letter of Admission and IPA letter issued by ICA. After you have registered your candidature, you may then apply for a Student's Pass (immigration visa) within the validity of your Short Term Visit Pass.

To facilitate the application for Students' Passes, the Immigration and Checkpoints Authority of Singapore (ICA) will set up booths on-campus for an Offsite Enrolment exercise from 28 July to 3 August 2022 at Multi-Purpose Sports Hall 2 (MPSH2). Details on the Online Appointment Booking System for Offsite Enrolment exercise will be sent to you in due course.

Students who do not go at the appointed time and/or without the [required documents and payment receipt by ICA](#) may be rejected.

Students who missed their appointment, are unable to get their medical reports in time or intend to leave Singapore after applying for the Student's Pass, are advised to apply for their Student's Pass at the ICA headquarters (10 Kallang Road) via e-appointment. You must login to the [ICA website](#) to make an e-appointment before you visit the ICA headquarters.

Please note that the photograph that you submit for your Student's Pass needs to meet ICA requirements. Please refer to the website [here](#) for more information. Submitting a photograph that does not meet the requirements will lead to unnecessary delay in getting your Student's Pass approved. Photo-taking service at S\$10 is also available during the Offsite Enrolment exercise (photocopying and printing services are not provided).

As ICA will be enrolling your iris images, please **DO NOT** wear coloured, patterned or cosmetic contact lenses. You are required to remove your spectacles before capturing of iris images.

**Prior to** reporting at the ICA booth, please make payment either online via the [SOLAR website](#) or at any [SingPost](#) branch via cash or NETS. The payment details are indicated on the ICA [website](#). No cash payment facilities will be provided at the venue. Payment via NETS is subject to an additional administration fee (you will need to have a deposit account with one of the banks in Singapore). The nearest SingPost to campus is at 396 Pasir Panjang Road Singapore 118733 (Mon – Fri: 8.30 am - 5.00 pm; Sat: 8.30 am - 1.00 pm).

Please provide a local address on the hardcopy eForm 16 before you apply for the Student's Pass. If you are unable to provide an address on the day of application, you will need to provide a contactable valid email address and update your local address via ICA's website as soon as a local address is available.

If you complete the Student's Pass application via the Offsite Enrolment exercise, the issuance of Student's Pass will be from 17 to 18 August 2022 at Multi-Purpose Sports Hall 2 (MPSH2), assuming payment and submission of documents are in order. More details on the collection will be sent to you in due course.

It is **important** to note that you are required to complete the Student's Pass formalities within the validity period of the IPA letter **OR** the STVP, whichever is earlier. If your IPA or STVP is expiring before the Offsite Enrolment exercise or the e-appointment date, or you are unable to book an Offsite Enrolment exercise slot/e-appointment, please report to ICA immediately to avoid being fined or prosecuted for overstaying.

We would like to take this opportunity to highlight the following with regard to the renewal of a Student's Pass:

- Application for renewal of the Student's Pass should be submitted within a month before the expiry of the Pass.
- The submission of a Student's Pass application does not automatically renew the existing pass held by the applicant. You are responsible for ensuring that you reside in Singapore on a valid immigration pass. A new Student's Pass is considered issued on completion of formalities at ICA.
- ICA imposes a fine on those who overstay without a valid pass.

#### Other Long-Term Immigration Passes

Employment Pass (EP) holders can only study part-time as full time study requires a Student's Pass. EP holders who wish to study full time will have to surrender their EP and then apply for a Student's Pass.

Dependant's Pass holders are also required to apply for a Student's Pass (application must be made through SOLAR). However, if the duration of the course is shorter than the duration of the Dependant's Pass, the student may opt to be issued with a Letter of Consent (LOC) to study in the institute.

All international students pursuing their studies on a part-time basis must produce a valid Long-Term Immigration Pass during Registration Part Two. Otherwise, they will not be allowed to register. Those with In-Principal Approval will be required to submit their Long-Term Immigration Pass within the first two instructional weeks of term or their candidature will be deemed withdrawn. Please note that Short-Term Social Visit Passes are not acceptable for international students who wish to study at NUS.

### Orientation

The [Office of Student Affairs](#) (OSA) will be sending the relevant resources to all students via email. As such, please check your email regularly.

### Visits by Families

International students who would like your families to join you in Singapore should note that your families have to follow the procedures of the ICA. Your family's stay here does **not** automatically follow from your admittance to the programme. The University **does not sponsor** the spouse and/or children of international coursework graduate students for their visa applications. Please refer to the ICA website [here](#) for information on Entry Visa, Social Visit Pass, etc.

### More Information

Please refer to OSA's website [here](#) for some information on living in Singapore that you should find helpful.

GRADUATE STUDIES DIVISION  
DEAN'S OFFICE, FACULTY OF ARTS AND SOCIAL SCIENCES  
NATIONAL UNIVERSITY OF SINGAPORE

August 2022 intake