



8 January 2019

**(APPLICATION NO: C1821907)**

MS ZHONG CHUNLING  
NO.2 NORTH AVENUE OF WULONG RIVER,  
ACADEMIC AFFAIRS DEPARTMENT OF FUZHOU UNIVERSITY  
FUZHOU UNIVERSITY CITY, FUZHOU CITY, FUJIAN PROVINCE

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Dear MS ZHONG CHUNLING,

**APPLICATION FOR ADMISSION IN THE ACADEMIC YEAR 2018-2019**

Congratulations!

1. I am pleased to inform you that you have been selected for admission to the **MASTER OF PUBLIC ADMINISTRATION** programme as a **FULL-TIME** student in Trimester 3 of academic year 2018-2019, commencing on 25 February 2019.

**ACCEPTANCE OF OFFER**

2. Please confirm your acceptance of our offer of admission online via [https://wis.ntu.edu.sg/webexe/owa/pgr\\$acceptance\\_offer.main](https://wis.ntu.edu.sg/webexe/owa/pgr$acceptance_offer.main) by **14 January 2019**. Our offer of admission will automatically lapse if you do not confirm your acceptance by 14 January 2019.
3. You may check the status of your acceptance at [http://wis.ntu.edu.sg/webexe/owa/pgr\\$adm\\_acceptform.main](http://wis.ntu.edu.sg/webexe/owa/pgr$adm_acceptform.main). We regret that we are unable to check and confirm acceptance of offer via phone or mail.
4. Candidates are to commence their studies in the Trimester as indicated in para. 1 above. Requests for deferment will not be considered. Candidates who are unable to commence their studies will have to re-apply for admission as fresh applicants.

### **STUDENT PASS (For Full-Time International Students)**

5. All full-time international students are required to obtain a Student's Pass in order to study in Singapore. To apply, you are required to submit the Student's Pass Online Application and Registration (SOLAR) form on the Immigration & Checkpoints Authority of Singapore (ICA) website.
6. All international students are required to obtain a Student's Pass in order to stay in Singapore. The Nanyang Centre for Public Administration (NCPA) will assist you in your application of Student's Pass.
7. The Students' Pass On-line Application and Registration (SOLAR) application reference number would be given to you in mid-January 2019 to allow you to apply for entry visa and student pass.
8. If your application for Student's Pass is approved by the Immigration & Checkpoint Authority, an In-Principle Approval (IPA) letter (with single entry visa incorporated) will be sent to you in early February. More information will be emailed to you in mid-January.
9. On your arrival in NTU, NCPA will guide you with the remaining procedures on how to obtain your Student's Pass.

### **HEALTH SCREENING (ALL students)**

4. The offer of admission is made to you subject to the condition that the University is satisfied that your health is good and that you are free from diseases. As such, **all students** must undergo and pass a health screening test prior to admission to the University. Please note that health screening fee(s) will be borne by the students.
10. In addition, the issuance of Student's Pass to international students is also subject to health screening clearance. International students must pass the Human Immunodeficiency Virus (HIV) and Tuberculosis (TB) medical tests before they can be issued with their Student's Pass.
11. The above health screening test **MUST BE DONE** at the University Health Service (UHS) Building in Nanyang Technological University (NTU). Candidates must present their health screening certification **BEFORE** they can be matriculated. Please allow at least 5 to 7 working days before matriculation for your health screening test to be processed. The UHS may refer you to other medical facilities, such as hospitals, for further health screening, laboratory tests and/or otherwise if necessary.
12. Students who fail the abovementioned health screening cannot be admitted to the University. International students will be repatriated to their home country at their own cost. Such failure shall include, but is not limited to, any testing with positive results of the abovementioned or any other medical conditions as advised by the University Health Service, hospital and/or medical authorities.

### **MEDICAL INSURANCE (For Full-Time Students)**

13. It is compulsory for Graduate Students pursuing full-time programmes to subscribe to the Group Hospitalisation and Surgical Insurance (GHSI) scheme arranged by the University upon matriculation. Singaporean graduate students can opt out of the scheme. This is to ensure that they will be covered financially in the event of emergencies that require hospitalisation or surgery.
14. It is compulsory for Graduate Students pursuing full-time programmes to subscribe to the Medical Scheme. The benefits of the NTU Student Medical Scheme are applicable in Singapore only.
15. The Group Personal Accident Insurance Scheme (GPAI) is an optional scheme for Graduate Students pursuing full-time programmes. Graduate Students who do not want to be covered can opt out of the scheme before the start of each new academic year, otherwise they will be billed for the scheme.

Please visit <http://www.ntu.edu.sg/SAO/OneStop/OurServices/Insurance/Pages/home.aspx> for more information on insurance schemes.

### **FEES**

16. The tuition fees and miscellaneous fees payable after matriculation are shown via online link <http://www.ncpa-chi.ntu.edu.sg/Chi/Programme/Graduate%20Programmes/MME/Pages/recruit2.aspx>
17. The tuition fees and miscellaneous fees are to be paid only upon receipt of the bill from the NSS-Finance. NSS-Finance will send you a bill **AFTER** you have matriculated formally with the University. No payment needs to be made by students before matriculation.
18. Candidates who withdraw from the programme within the first 2 weeks of the first term shall not be liable for the Tuition Fee, Examination Fee, Amenities Fee and Copyright Fee. Candidates who withdraw from the programme after having attended lessons beyond the second week shall be liable for Tuition Fee, Examination Fee, Amenities Fee and Copyright Fee due for the entire term.
19. Candidates are expected to have sufficient funds to cover all the expenses of their entire period of study.
20. You may also wish to note that the University does NOT arrange for employment for international students.

### **ACADEMIC CALENDAR**

21. Please refer to the academic calendar sent to you separately.

### **MATRICULATION**

22. Please refer to the matriculation details sent to you separately.

The University's detailed interactive online campus map is at <http://maps.ntu.edu.sg/maps>.

### **CLASS TIMETABLE & COURSE REGISTRATION**

23. You will receive the timetable and other materials from the school in due course. If you do not receive the class timetable, or if you have enquiries on the class timetable and course registration, please contact NCPA directly at [ncpa-dp@ntu.edu.sg](mailto:ncpa-dp@ntu.edu.sg).

### **ACCOMMODATION (Applicable to full-time international students only)**

24. You may apply for on-campus accommodation when you have been selected for admission AFTER receiving further notice. The online application link and further details will be provided in late January 2019.
25. Once again I congratulate you on being selected for admission to our Masters programme. We look forward to welcoming you to NTU in **February 2019**.

Yours Sincerely,



Dr Wang Jue  
Deputy Director,  
Nanyang Centre for Public Administration