Verification Details Research Programmes – AY2025 Semester 2 (January Intake)

Important Dates

Dates	Action Required	Action By
From 28 November 2025	Submit Student Pass application.	Full Time International Students
1 November to 15 December 2025	1. Complete Online Verification form via E-Verification portal. Please click here for the Guide. 2. All students are required to complete E-Verification before proceeding to Online Matriculation. 3. Upload outstanding documents: • If your admission is on conditional offer • *Degree verification report • As requested by Office of Admissions	All Students (Students to check inbox/junk mail) *Students who graduated from Overseas Universities/Non-Autonomous Universities of Singapore
16 December to 21 December 2025	Complete Online matriculation. Please ensure you have completed e-verification.	All Students
16 October to 15 December 2025	Local and International Students currently residing in Singapore. Health Screening to refer to **point 4.**	Local and International Students currently residing in Singapore.
18 December 2025 to 12 January 2026	International Students Health Screening to refer to **point 4.**	All International Students
12 January 2026	Start of AY2025 Semester 2	All Students

Explanatory notes:

1. **Student Pass**

   a. **For Full- Time International Students**

   To apply for student pass, please access https://www.ica.gov.sg/pass/studentpass/ihl to submit the Student's Pass Online Application and Registration (SOLAR) electronically.

   - SOLAR Information can be found in Offer Acceptance Confirmation email. Please check inbox/ junk mail after you have accepted the offer.
   - Please check all information in SOLAR before submitting your Student's Pass application.

   Information on application of Student's Pass can be found here.

   Note: Please do not make any early travel plans without IPA letter.

   b. **Immigration Pass (Part- time International Students)**

   International Students who are not a citizen or Permanent Resident of Singapore must ensure that they possess a valid immigration pass issued by ICA or Ministry of Manpower (MOM) to study and reside in Singapore throughout the entire period of their studies.

   If you have questions or enquiries on STP application, please contact OneStop@SAC by submitting the enquiry form stating the below information:-
   • Name of Student
   • School
   • Application No

2. **Online verification via E-verification portal**

   To complete the verification process, kindly refer to this link. It contains all the necessary information and instructions regarding the verification procedures. We recommend reviewing the guidelines carefully and taking the required actions promptly.

   All students must login to the E-verification portal to complete the form and upload required documents. When completing the form, please ensure your keyboard setting (Language Preference) is "English" and not other languages.

Documents to be uploaded into the E-Verification Portal

a. For **Conditional Offer** (i.e. subject to attaining a Bachelor/ Masters' degree), you are required to upload **Bachelor/ Masters' degree scrolls and Official Transcript** (Original and English Language translated).

If you are unable to upload Bachelor/ Masters' degree scroll during verification period, you are to upload a **letter of completion** from your university stating that you have completed and attained Bachelor/ Masters' degree.

Do not complete e-verification if you did not meet the condition stated on the offer letter. Kindly contact your school for assistance.

b. **Degree Verification Report (in English)**

All students who are issued with overseas degree are required to obtain an official verification report from an NTU approved credential verification agency. Do refer here for the approved verification agencies. Verification of the highest qualification is mandatory if you possess multiple degrees.

Please ensure that you upload the degree verification report within one month from 12 January 2026. It is important to note that if you are on a scholarship, **failure to provide the report by 28 February 2026 will result in the withholding of your stipend.**

c. **Full time international students - Valid Student's Pass (Front and Back or digital copy)** issued by Immigration and Checkpoint Authority of Singapore (ICA).
This will be available once you had completed the formalities by ICA.

d. **Last day of Employment Letter** (applicable only for students who resign to pursue PhD/Master at NTU).

e. If you are currently pursuing a degree at another university, please provide a **termination letter** from your previous university as proof of your withdrawal from the program in order to pursue your PhD/Master's degree at NTU. This requirement is applicable only to students who fall under this category.

If the Office of Admissions has notified you about any additional documents required, please ensure that you furnish those documents accordingly.

Update of Emergency Contact, Singapore Mailing Address and Contact Number

All students must update these in Online Verification form. If Singapore mailing address and Singapore contact number are not available upon submission of online verification form, you are required to update the information in Graduate Student Link (GSLink) / Student Intranet once accessible.

3. **Online Matriculation**

   Please ensure you have completed Point 2 - Online verification via E-verification portal before you proceed to Point 3.

   All students must complete online matriculation to become a registered student of NTU. Your name would not be registered to the University's register if you do not matriculate online.

   Please ensure that you have completed the following procedures before proceeding with Online Matriculation:

   • Accepted Offer, Obtained Matriculation number, and Created Network Account
   • Completed Online Verification
   • Obtained IPA letter (For Full time international students)
   • Obtained Employment Pass / S Pass (For Part time international students)

4. **Health Screening**

   The offer of admission is made to you subjected to the condition that the University is satisfied that you have the medical fitness to pursue the programme of study. Therefore, **all students**, **except Part-Time students**, MUST undergo a health screening prior to admission to determine their medical fitness.

   Please click here for more detailed information.

   You will receive an email from Fullerton Healthcare after you have accepted the offer and obtained your matriculation number. Please follow the instructions to complete the health screening. Do keep a lookout for the email from Fullerton as the link for making an appointment is unique to individual.

   Please contact the Fullerton Healthcare @NTU directly at 6793 6828 or email them at: ntu@fullertonhealth.com if you require assistance for the booking of your health screening appointment.

5. **Accommodation**

   Please check the accommodation website for updates on housing application period: https://www.ntu.edu.sg/life-at-ntu/accommodation/graduate-housing/apply-for-housing

   For further enquiries, please email to och-pg@ntu.edu.sg

6. **Medical Insurance**

   All full-time matriculated students are covered under the NTU student insurance schemes. To find out more about the medical and insurance schemes or opt out options, please click here.

7. **NTU Scholars with a 6-year Bond Obligation (Not Applicable to Tuition Grant Recipients)**

   If you are admitted for the full-time research programme and were previously awarded an undergraduate scholarship to study at NTU with a 6-year bond obligation, you will need to write to the following Office for approval to pursue the research programme at NTU:

   > Human Resources (Bond Management)
   > NTU Shared Services
   > NSS One-Stop
   > NS3-01-03 Academic Complex North
   > Singapore 639798

   > **Email:** GradScholars@ntu.edu.sg
   > **Telephone:** (65) 65923139 or 65923140

   Please obtain the letter of approval from NSS-HR (Bond Management) and upload it via https://venus.wis.ntu.edu.sg/GEVER/GEVER_StudentStartPage.aspx .

8. **Payment**

   The bill for tuition fees and miscellaneous fees will be sent to the student by the NTU Shared Services (NSS-Finance) approximate 2 weeks after you have registered formally with the University.

9. **Scholarship disbursement**

   Please ensure that you have updated your Singapore bank details via GSLink/Student Intranet. In addition, international students need to be in Singapore for allowances/stipends disbursement. Kindly notify your respective school when you have reached Singapore.