

**Part-Time Employment for NTU students  
AY2009-10**

<b>Schemes</b>  <b>Types of Students</b>	<u><b>Vacation Employment Scheme</b></u>  Period: 28 Sep 2009 to 02 Oct 2009 07 Dec 2009 to 08 Jan 2010 01 Mar 2010 to 05 Mar 2010 10 May 2010 to 20 Aug 2010	<u><b>Term-Time Employment Scheme</b></u>  Period: any time during the term from 10 Aug 2009 to 07 May 2010.
<b>Undergraduates who are Singaporean or SPR</b>	<ul style="list-style-type: none"> <li>• CPF contributions are exempted</li> <li>• No "Letter of Endorsement" is required</li> <li>• Can work more than 16 hours per week</li> </ul>	<ul style="list-style-type: none"> <li>• CPF contributions are exempted</li> <li>• No "Letter of Endorsement" is required</li> <li>• Can work more than 16 hours per week</li> </ul>
<b>Undergraduates who are on Student's Pass</b>	<ul style="list-style-type: none"> <li>• CPF contributions and Work Permit applications are exempted</li> <li>• No "Letter of Endorsement" is required</li> <li>• Can work more than 16 hours per week</li> </ul>	<ul style="list-style-type: none"> <li>• CPF contributions and Work Permit applications are exempted.</li> <li>• Must first obtain a "Letter of Endorsement" from Student Affairs Office of the University before commencement of part-time work</li> <li>• Must not work more than 16 hours per week</li> </ul>

**Remarks:**

- 1) As stated in the CPF (Exemption-Miscellaneous) (Consolidation) (Amendment) Order 1997, all matriculated or registered students of NTU who are employed for training approved by the University are exempted from making mandatory CPF contributions.
- 2) As provided by the employment of Foreign Workers Act (Chapter 91A, Section 4), Work Permit (Exemption) (Consolidation) Notification, any person employs or wishes to employ a foreign worker, who is 14 years of age and is a full-time matriculated student of the NTU and who is on vacation, is exempted from applying for a work permit.

If you need further clarifications, please contact Mr William Chan at Tel No. 67905153 or email him at: [sfchan@ntu.edu.sg](mailto:sfchan@ntu.edu.sg)