

**Part-Time Employment for NTU students
AY2011-12**

Schemes Types of Students	<u>Vacation Employment Scheme</u> Period: 26 Sep 2011 to 30 Sep 2011 05 Dec 2011 to 06 Jan 2012 27 Feb 2012 to 02 Mar 2012 07 May 2012 to 03 Aug 2012	<u>Term-Time Employment Scheme</u> Period: any time during the term from 01 Aug 2011 to 04 May 2012.
Undergraduates who are Singaporean or SPR	<ul style="list-style-type: none"> • CPF contributions are exempted • No "Letter of Endorsement" is required • Can work more than 16 hours per week 	<ul style="list-style-type: none"> • CPF contributions are exempted • No "Letter of Endorsement" is required • Can work more than 16 hours per week
Undergraduates who are on Student's Pass	<ul style="list-style-type: none"> • CPF contributions and Work Permit applications are exempted • No "Letter of Endorsement" is required • Can work more than 16 hours per week 	<ul style="list-style-type: none"> • CPF contributions and Work Permit applications are exempted. • Must first obtain a "Letter of Endorsement" from Student Affairs Office of the University before commencement of part-time work • Must not work more than 16 hours per week

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