

PART-TIME EMPLOYMENT SCHEME FOR NIE FULL-TIME INTERNATIONAL GRADUATE EDUCATION STUDENTS

***(Not applicable to students on Exchange / Non-graduating programme)**

Full-time international graduate education students are required to apply to NIE OAAS Student Services Centre (SSC) for approval to work part-time during the academic term and university vacation.

Guidelines:

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| Eligibility | 1. Scholarship holders shall continue to be bound by the terms and conditions of their awards with respect to employment. |
| Terms & Conditions | <p>1. Approval for part-time work must be obtained <u>BEFORE</u> commencement of work</p> <ul style="list-style-type: none">• All full-time international graduate students are allowed to work part-time.• During university term, international graduate students are allowed to work a maximum of 16 hours a week.• During university vacation, international graduate students are allowed to work a maximum of 9 hours a day or 44 hours a week.• All international students who are on scholarships, their eligibility with respect to employment will depend on the terms and conditions of their scholarship agreement.• All full-time international Master and PhD students are to make payment for the compulsory Group Hospitalisation and Surgical Insurance (GHSI) scheme to ensure they are adequately covered under this scheme while working part-time.• All full-time international Master and PhD students are allowed to work part-time only until they receive the letter of degree conferment. Upon receiving the letter of degree conferment, they will have to surrender their Student's Pass to Immigration and Checkpoints Authority (ICA) within 7 working days. They are not allowed to work without a Student's Pass. If they wish to continue working, their employer will have to apply for an appropriate work pass for them. <p>2. Students must not miss lectures, tutorials or laboratory sessions if they are allowed to work.</p> <p>3. The Letter of Approval will be revoked if the student is found to be</p> <ul style="list-style-type: none">• working in disreputable establishments.• involved in activities detrimental to the interests of Singapore.• working more than the number of hours allowed.• not meeting the required academic standard. |