Part-Time Employment for NTU students
AY2012-13

Vacation Employment Scheme
Period: 01 Oct 2012 to 05 Oct 2012
10 Dec 2012 to 11 Jan 2013
04 Mar 2013 to 08 Mar 2013
13 May 2013 to 02 Aug 2013

Term-Time Employment Scheme
Period: any time during the term from 06 Aug 2012 to 10 May 2013.

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<th>Types of Students</th>
<th>Vacation Employment Scheme</th>
<th>Term-Time Employment Scheme</th>
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</table>
| Undergraduates who are Singaporean or SPR | • CPF contributions are exempted  
• No "Letter of Endorsement" is required  
• Can work more than 16 hours per week | • 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 | • CPF contributions and Work Permit applications are exempted  
• No "Letter of Endorsement" is required  
• Can work more than 16 hours per week | • 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