

FAQ on MOE Subsidy for NTU Part-Time Bachelor of Engineering Undergraduate Degree Programmes

No	Question	Answer
1	Does NTU offer part-time Bachelor of Engineering courses?	Yes. NTU offers the following part-time Engineering Courses. Please click on the following links to find out more: Bachelor of Engineering in Electrical & Electronic Engineering School of Electrical & Electronic Engineering (EEE) https://www.ntu.edu.sg/education/undergraduate-programme/bachelor-of-engineering-in-electrical-and-electronic-engineering-(part-time) Bachelor of Engineering in Mechanical Engineering School of Mechanical & Aerospace Engineering (MAE) https://www.ntu.edu.sg/mae/admissions/undergraduate-programmes/undergraduate-(part-time) Bachelor of Technology in Computing (A SkillsFuture Work-Study Degree) College of Computing and Data Science (CCDS) https://www.ntu.edu.sg/computing/admissions/undergraduate-programmes/detail/bachelor-of-technology-in-computing-skillsfuture-work-study-degree
2	What is the course fee for part-time Bachelor of Engineering courses?	You may refer to https://www.ntu.edu.sg/docs/default-source/onestop@sac/tuition-fees-pt-ug-ay2024-11jul2024.pdf?sfvrsn=a5e59ced_3
3	How do I apply for admission?	You may refer to the General Admission Requirements here.
4	What are the additional admission and MOE tuition fees subsidy eligibility requirements for Singapore Citizen (SC) and Permanent Resident.	In addition to the above general requirements, with effect from 1 January 2014, all Singapore citizen or Permanent resident applicants who have not previously received government subsidies for their first undergraduate degree programme must meet all subsidy eligibility criteria in order to be considered for admission to part-time undergraduate programmes. Singapore Citizen or Permanent Resident applicants who have not previously received government subsidies for their first undergraduate degree programme can only be admitted if they: 1. Are at least 21 years of age^ as of 31 July of the admission year; and 2. Have 2 years of full-time working (excluding NS service) experience^, or currently employed on a full-time basis (excluding NS service) 3. For males applicants, have been or will be fully discharged from their full-time NS liability before 11 Aug 2024 (school term start date). Full-time National Service (NS) liability is defined as the duration from their enlistment date until their original ORD date before they signed on.

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	^ Applicants may be granted exemptions from the age and work experience eligibility criteria if: • Sponsored by the company for the study of the part-time undergraduate degree programme offered; or • Currently employed in a job role/sector related to the part-time undergraduate degree programme offered. Important points to take note: • Full-time National Serviceman (NSF) will not be eligible for disruption from National Service (NS) for the purpose of pursuing part-time undergraduate education. • NSF with ORD date after the school term start date will not be eligible for admission as well as subsidy. • For self-employed individual (e.g. Freelancer, Sole Proprietor), you may be required to submit additional supporting document for further evaluation. • Part-time employment^ will not be considered as full-time work experience. <i>^A part-time employee is one who works for less than 35 hours a week, under contract of service with an employer.</i> Singapore Citizen or Permanent Resident pursuing their second or subsequent degree and international students who do not meet the age and/or work requirement may continue to be considered for admission without also satisfying the subsidy eligibility criteria. Only Singapore Citizens and Singapore Permanent Residents are eligible to apply for the MOE Tuition Fee Subsidy. Please click here for more information on tuition fee and MOE Subsidy. For more information on the MOE Subsidy, please approach your school's part time programme coordinators. School of Electrical & Electronic Engineering Tel: 6592 2572 Email: eeept@ntu.edu.sg Website: https://www.ntu.edu.sg/eee/admissions/programmes/undergraduate-programmes/detail/bachelor-of-engineering-in-electrical-and-electronic-engineering-(part-time) School of Mechanical & Aerospace Engineering Tel: 6790 6417 Email: askmae@ntu.edu.sg Website: https://www.ntu.edu.sg/mae/admissions/current-students/undergraduate/part-time-programme
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		College of Computing and Data Science Tel: 6513 8040 Email: ccds-pt@ntu.edu.sg Website: https://www.ntu.edu.sg/computing/admissions/undergraduate-programmes/detail/bachelor-of-technology-in-computing-skillsfuture-work-study-degree
5	What documents do I need to update my employment status with MOE?	For your first job 1) Obtain a letter of certification from your employer stating the start date of employment a. printed on company letterhead b. signed by HR manager or director c. included NRIC/FIN and name of recipient d. included name and telephone number or email of contact person in the company When you change your job 1) Obtain a letter of certification from your previous employer stating the start and end date of employment a. printed on company letterhead b. signed by HR manager or director c. included NRIC/FIN and name of recipient d. included name and telephone number or email of contact person in the company 2) Obtain a letter of certification from new employer stating the start date of employment a. printed on company letterhead b. signed by HR manager or director c. included NRIC/FIN and name of tuition fee subsidy recipient d. included name and telephone number or email of contact person in the company For local self-employment 1) ACRA registration printout to show that your company is registered in Singapore 2) Your company profit and loss accounts, balance sheets, corporate tax returns and monthly sales transactions as documentary evidence 3) Declaration that business entity is operating and based in Singapore. If you are employed as a property agent, insurance agent or financial advisor, you are required to upload documentary evidence of your monthly sales transactions or commissions received. For overseas employment 1) Tax documents from the country of your employment.
6	What are the tuition fees and other estimated expenses for the part-time Bachelor of Engineering undergraduate programme?	<u>Tuition Fees payable per academic unit For Semester 1,2 and Special Term</u> The estimated tuition fees for the entire duration of the degree programme are calculated by taking the: [No. of Academic Units (AU) required to graduate from the part-time degree programme of your choice] X

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		(multiplied by) [Fees per Academic Unit (AU) where applicable according to SC/SPR/IS]. The MOE Tuition Fee Subsidy is capped at 19 AUs for students who fail or repeat modules. Beyond this cap, students are required to pay the full non-subsidised fee per AU. For instance, if the graduation requirement is 100 AUs, the total MOE Tuition Fee Subsidy will be capped at 119 AUs (100 AUs + 19 AUs). Please note that any revision in the tuition fee will apply to both existing as well as new part time students. Kindly note that the fees per AU and miscellaneous fees are subjected to yearly increment (if any), under the discretion of NTU with approval from the Ministry of Education (MOE). For more information, please refer to https://www.ntu.edu.sg/docs/default-source/onestop@sac/tuition-fees-pt-ay2024.pdf?sfvrsn=47307e34_3						
7	I have recently changed my nationality status (i.e., from international student to Permanent Resident, or from Permanent Resident to Singapore Citizen) mid-way during my studies, will I be eligible for a higher amount of subsidy?	Yes, but the subsidy would only be effective for course fees payable from the next academic semester onwards upon your notification to the University. No retrospective claims will be allowed. Throughout their studies, students are responsible for keeping their personal particulars updated in the University's records in a timely manner. The University will not be accountable for delayed or lost correspondence due to incorrect or outdated students' addresses or contacts. For changes in citizenship, students are to produce the full set of original supporting document(s) in person at One Stop @ SAC by the following deadline, for the revised tuition fee rate to be effected for the relevant semester. For change of nationality from International Student to Permanent Resident, students are required to submit an application for the MOE Tuition Fee Subsidy. Beyond the deadline, the revised tuition fee will take effect in the following semester: <table><tr><th>Adjustment of Fees for</th><th>Deadline</th></tr><tr><td>Semester 1 or 2</td><td>End of 3rd Teaching Week of the relevant semester</td></tr><tr><td>Special Terms</td><td>End of final Teaching Week of the preceding Semester 2</td></tr></table> Please click relevant websites for details on tuition fee and academic calendar. Part-time students will need to additionally apply for MOE subsidy online by the same deadline, after verification of changes in citizenship at One Stop @ SAC. Otherwise, students would only be eligible for the MOE subsidy with effect from the following semester.	Adjustment of Fees for	Deadline	Semester 1 or 2	End of 3rd Teaching Week of the relevant semester	Special Terms	End of final Teaching Week of the preceding Semester 2
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		For more information, please refer to https://entuedu.sharepoint.com/sites/Student/dept/sasd/oas/SitePages/Curriculum%20and%20Candidature/Change_of_personal_particulars.aspx
8	Is the eligibility for the MOE subsidy considered only at the point of admission?	If you have been admitted without the subsidy, but subsequently fulfill the criteria, you would be eligible for the subsidy from the next academic semester onwards, upon your successful notification (with relevant documentation) to the University.
9	If I have received partial tuition subsidy previously (enrolled but withdrew from one of the autonomous universities without having obtained a degree), am I still eligible for the subsidy if I enroll with NTU now?	If you are transferring from a part-time degree programme from another autonomous university to NTU, you will be eligible to receive the balance claimable subsidy subject to satisfying the listed eligibility criteria for the subsidy. Please provide a certification letter from the autonomous university, confirming the number of semesters of previously received tuition fee subsidy received.
10	How can I obtain certification letters from NTU? For e.g. I am transferring immediately to another course of study within the same university, and am not withdrawing from my university, am I still eligible for the subsidy if I enroll with NTU now?	The University offers certification letters to certify status of students in the undergraduate programmes (Bachelor's Degree) and graduate programmes (Master's Degree, PhD Degree & Graduate Diploma). 1. Request via <u>One Stop @ SAC</u> for the following categories of students: • Current Students • Current Year Graduates Processing Time: 1 to 3 working days You will be notified via email when the letter(s) is/are ready for self-printing. 2. Request via <u>Service Desk Form</u> for past graduates 3. Request via Email for: • <u>Students Withdrawn from Full-time Programmes</u> • <u>Non-graduating Students (Undergraduate Programmes)</u> • <u>Non-graduating Students (Graduate Programmes)</u> Please provide the following information as registered with NTU in the email: • Full Name • Matriculation Number • Programme of Study • Date of Birth • Email Address

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11	If I accept the subsidy and subsequently withdraw from the course(s) or programme, do I have to pay back the subsidy to MOE or NTU?	You do not have to pay back the subsidy to MOE or NTU. If you withdraw from the university without completing the degree programme. Should you choose to enrol in another subsidised undergraduate programme in a local university, you can only enjoy the balance amount of subsidy.
12	Is there an exemption from Age and Work Experience Criteria for MOE subsidy?	The following categories of applicants can be exempted from the age and work experience eligibility criteria: a) Applicant sponsored by his/her company for the part-time undergraduate degree programme; and b) Applicant who is currently employed in a job role/sector related to the part-time undergraduate degree programme. Notwithstanding these exemptions, National Service (NS)-liable applicants must have fully discharged their full-time NS liability before they can be admitted into NTU. NTU reserves the right to determine if exemption would be granted, and the University's decision will be final and binding.
13	How do I know if my work experience is related to the part-time degree programme?	You may approach your school's part time programme coordinators to find out more. School of Electrical & Electronic Engineering Tel: 6592 2572 Email: eeept@ntu.edu.sg Website: https://www.ntu.edu.sg/eee/admissions/programmes/undergraduate-programmes/detail/bachelor-of-engineering-in-electrical-and-electronic-engineering-(part-time) School of Mechanical & Aerospace Engineering Tel: 6790 6417 Email: askmae@ntu.edu.sg Website: https://www.ntu.edu.sg/mae/admissions/current-students/undergraduate/part-time-programme College of Computing and Data Science Tel: 6513 8040 Email: ccds-pt@ntu.edu.sg Website: https://www.ntu.edu.sg/computing/admissions/undergraduate-programmes/detail/bachelor-of-technology-in-computing-skillsfuture-work-study-degree
14	I am sponsored by my company for my part-time degree studies. Can I have the MOE subsidy and also retain my company sponsorship? How will that affect my fees?	You can still enjoy the tuition fee subsidy if you are eligible for MOE Subsidy. The total fee that you need to pay will comprise of the subsidised tuition fee and other compulsory miscellaneous fees. Depending on how your company sponsors your studies, it may pay for all or part of this total fee payable to NTU. The amount of sponsorship will be a matter between you and your company. Applicant or Company may reach out to NSS Finance Accounts Receivable at nssf@ntu.edu.sg for more details.

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15	If I qualify for the MOE subsidy, does this affect my eligibility to apply for other forms of NTU Student Financial Assistance Schemes (such as the Tuition Fee Loan and the Study Loan)?	Yes, on top of the tuition fee subsidy provided by MOE, you can still apply to receive other forms of NTU Student Financial Assistance if you are eligible.
16	What should I do after I have accepted the offer?	You can refer to the useful information and checklist here https://www3.ntu.edu.sg/oad2/website_files/PTime/PTChecklist.pdf

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