



An Institute of



Freshmen Guide

Bachelor of Science in Sport Science & Management

INSPIRING LEARNING
TRANSFORMING TEACHING
ADVANCING RESEARCH

**NANYANG TECHNOLOGICAL UNIVERSITY (NTU)
NATIONAL INSTITUTE OF EDUCATION (NIE)**

**BACHELOR OF SCIENCE (SPORT SCIENCE & MANAGEMENT)
AY2026 ADMISSION**

1 Conditions of Admission

The offer of a place at the National Institute of Education, Nanyang Technological University, Singapore (NIE NTU, Singapore) is made to you subject to the following conditions:

- a) NTU is satisfied that you are certified fit to study by NTU's doctor at NTU's Medical Center.
- b) The information you have given in your application form is valid, true, and accurate and you have not withheld any material information from NTU.

2 Matriculation

Matriculation involves the following:

- a) Obtain matriculation number
- b) Submission of documents
- c) Obtain NTU E-mail Account
- d) E-matriculation
- e) Obtain NIE Login Account
- f) Download NTU Pass

(a) Obtain Matriculation Number

A matriculation number will be given to you upon completing the [NTU online acceptance](#). E-matriculation is still required (see point 2d).

(b) Submission of Documents

All new students are required to submit the following documents:

Document	Where to submit
1. Form for Student Photo	Email to nieitpdoc@nie.edu.sg upon acceptance of offer
2. Passport Size Photograph (white background and in JPG format only)	
3. Photocopy of your Identity Card (<i>If you are a foreigner, please submit a photocopy of your FIN Card. If you do not have a FIN Card, then submit a photocopy of the relevant page of your passport where your particulars are listed.</i>)	

Email Subject: SSM July 2026 intake

Email Body Format: Name (as per NRIC):
Contact Number:

Example:

Name (as per NRIC): TAN HUI LENG (CHEN HUILING)

Contact Number: 91234567

Attachment Filename Format:

Type of Document	Filename Format
Form for Student Photo	Student_Photo
Passport Size Photograph (white background and in JPG format only)	Name_Photo
Copy of Identity Card	ID

Please ensure the images are clear and in one of the following formats: jpeg, jpg, pdf, png, doc, docx.

Document	Where to submit
4. Application for Interbank GIRO	Login to Intelligent Launchpad (https://launchpad.nie.edu.sg) and submit eGIRO application within 1 week after e-matriculation.
5. Tuition Grant Form	To be done <u>after</u> e-matriculation and <u>after</u> you receive the NIE Login account. Declare by logging in to the Intelligent Launchpad, under <i>Student Services</i> → <i>Forms</i> → <i>Tuition Grant Declaration</i> → <i>Tuition Grant Declaration Form</i> to access and submit the form within 1 week after e-matriculation. Only for Singapore Permanent Resident (SPR)/ International Student (IS): If you are accepting the admission programme offer with Tuition Grant, please register online for Tuition Grant at the MOE website by 13 Sep 2026. After Tuition Grant registration period closed, SPR/IS students who had registered for Tuition Grant are to complete online signing of Tuition Grant agreement with sureties on TG&S portal by 30 Sep 2026. Please refer to the website for more information.

(c) Obtain NTU E-mail Account

Students will receive an email about an **Office365 EDU account** (i.e., an NTU email account ending with '@e.ntu.edu.sg') after acceptance. This email account is proof of your identity as a student of the University and will be the primary communication channel between you and the University.

(d) E-Matriculation

New students are required to do e-matriculation through <https://portal.nie.edu.sg/ereg/register/stdregform.jsp>.

E-matriculation can be done 3 days after completion of the NTU online acceptance form (e.g., complete acceptance on 1 June, e-matriculate on 4 June 2026). You are encouraged to matriculate promptly to obtain the NIE Account.

If you encounter any issues accessing the website, please contact the ACIS Service Desk at 6790 3033 or visit the IT & Infra Services Hub located at the NIE Student Hub (UiD), Level 1.

(e) Obtain NIE Account

Your NIE account details will be sent to you via email. If you do not receive your NIE account details within 3 days after you have completed the e-matriculation, please contact the ACIS Service Desk. Please follow the instructions in the welcome email for access to Intelligent Launchpad.

(f) NTU Pass

The NTU Pass app holds your digital ID card. You can download the NTU Pass app 3 days after you have obtained the NTU email account. Please click [here](#) to download the NTU Pass app.

3 Student Housing on NTU Campus

The undergraduate freshmen hall application period starts from **2 June 2026, 0900 hrs (SGT) till 22 June 2026, 1700 hrs (SGT)**. You will need the NTU e-mail account to apply for housing. As it takes about 3-4 days after e-matriculation to get your NTU e-mail account, freshmen should complete acceptance and e-matriculation as early as possible.

If you do not receive your NTU e-mail account in time to apply, or if you are offered admission after the application deadline, please contact us via [Ask Campus Housing](#) for assistance.

For more information on Halls of Residences, please visit: <https://www.ntu.edu.sg/life-at-ntu/accommodation/undergraduate-housing>.

4 **Pre-Enrolment Medical Check-up**

As part of the onboarding process for new students, you are required to complete a medical check-up before the start of your academic programme. Refer to <https://www.ntu.edu.sg/admissions/undergraduate/freshmen/freshmen-info/important-dates> > Book Appointment for Pre-enrolment Medical Check-up @ Raffles Medical Clinics (RMG), for details.

5 **Apply for Student's Pass (For Full-Time International students only)**

The offer of admission is conditional upon you being issued a valid Student's Pass by the Singapore Immigrations and Checkpoints Authority (ICA).

The instructions on how to apply for Student's Pass will be given to newly matriculated students. If you do not have a passport, you should apply for one to facilitate your travel arrangements.

If your application for the Student's Pass is successful, it will be approved together with the required visa for entry to Singapore. ICA will inform you separately via e-mail when your Student's Pass application has been approved.

The above information on Student's Pass application and ICA's restrictions are subject to the prevailing Singapore Government's regulations at the material time.

6 **Qualifying English Test**

The Qualifying English Test (QET) will be held on **Friday, 31 July 2026**. This will be an in-person online test held in the test venues. Details on preparation for the e-test will be updated on the website in June 2026. Please visit the [website](#) for more details about the QET.

Students will be admitted into the test hall **twenty (20) minutes** before the start of the e-test to check and ensure there are no technical issues before commencement of the QET.

Please access https://wis.ntu.edu.sg/webexe/owa/web_get.login from **Thursday, 23 July 2026 to Thursday, 30 July 2026** (from 10.00 am to 10.00 pm) to check whether you are required to take the QET. If you are required to take the QET, the details of the e-test will be displayed on the screen. It is crucial that you check the details before the e-test.

7 Orientation

The Sport Science & Management (SSM) Society will be organising the SSM Transition Orientation Programme (TOP) for the Bachelor of Science (Sport Science & Management) students from **4 to 7 August 2026**. Attending the SSM TOP is the first step for you to get to know your fellow schoolmates better and make your transition into the programme as smooth as possible.



More information on the programme will be announced on the NIE Orientation microsite (<https://tinyurl.com/NIEOrientationBScSSM>) on **11 June 2026**.

8 "NEXT:US" Orientation Programme for Malay/Muslim Freshmen

"NEXT:US" Orientation Programme Planning Committee (collaboration between NTU-NIE Malay Language and Cultural Society PERBAYU and NTU Muslim Society) will be organising the Orientation Programme. The programme welcomes all Malay/Muslim freshmen from the Bachelor of Arts / Bachelor of Science (Academic Discipline and Education), Bachelor of Science (Sport Science & Management), Diploma and Postgraduate Diploma in Education (Physical Education) programmes. More information on the programme will be announced on the NIE Orientation microsite (<https://tinyurl.com/NIEOrientation2026>) on **11 June 2026**.

9 Commencement of Programme

Lessons for the programme will commence on **11 August 2026**. Students who are coming to NIE by MRT can either:

- (a) Alight at Boon Lay Station and then use SBS Service Number 199 or 179; or
- (b) Alight at Pioneer Station and then use SBS Service Number 179.

If you are coming by car, you are strongly advised to car-pool as there are limited parking lots available on campus. A map of the NIE Campus is enclosed.

10 Financial Matters

For AY 2026/2027 freshmen, the amount of direct fees payable are as follows:

Citizenship	Singaporean (excl GST)	Singapore PR (excl GST)	ASEAN International Student (incl GST)	ALL OTHER International Student (incl GST)
Fees (Per Annum)	S\$	S\$	S\$	S\$
Direct Tuition Fee Payable	8,300	11,600	18,050	21,400

GST on the subsidized fees is subsidized by MOE for Singapore Citizens and Permanent Residents

The Singapore Government provides tuition grants to assist students in paying a substantial part of the full tuition fees chargeable by NIE. Students who wish to receive the tuition grant may declare by logging in to the [Intelligent Launchpad](#) under *Student Services* → *Forms* → *Tuition Grant Declaration* → *Tuition Grant Declaration Form* to access and submit the form.

For Singapore Permanent Residents/ International Students:

If you are accepting the admission programme offer with Tuition Grant, please register online for Tuition Grant at the MOE website by **13 Sep 2026**. After Tuition Grant registration period closed, SPR/IS students who had registered for Tuition Grant are to complete online signing of Tuition Grant agreement with sureties on TG&S portal by **30 Sep 2026**. Please refer to the [website](#) for more information.

For Singaporean students who have accepted both their admission programme offer and MOE TG offer, there is no need to register for TG at the Ministry of Education's website. Please refer to the website for more information.

<https://www.ntu.edu.sg/admissions/undergraduate/financial-matters/tuition-grants>.

For AY 2026/2027 freshmen under non-subsidised tuition fee scheme (not applying for tuition grant), the full tuition fees payable per annum are as follow:

Citizenship	All Non-Subsidised Students (Inclusive of GST)
Fees (Per Annum)	S\$
Full Tuition Fee Payable	40,600

In addition to the tuition fee payable (as indicated in the preceding paragraphs), the other costs are as follows:

Miscellaneous Fees per annum	S\$
Singapore Citizens	
- Health Service Fee	80.20
- Student Service Fee	286.80
Total for Singapore Citizens	367.00
Singapore Permanent Residents	
- Health Service Fee	151.82
- Student Service Fee	318.18
Total for Singapore Permanent Residents	470.00
International Students	
- Health Service Fee	162.72
- Student Service Fee	327.28
Total for International Students	490.00

Note: (1) Fees reflected are GST inclusive
(2) Fees quoted are subject to change

Students who apply for leave after the first two weeks of the semester are required to pay the fees for that entire semester. Please refer to important notes on fees in [guideline-on-tuition-fees_accepted-offer-effective-from-ay2018.pdf \(ntu.edu.sg\)](https://www.ntu.edu.sg/guideline-on-tuition-fees_accepted-offer-effective-from-ay2018.pdf).

Please note that all fees quoted are subject to change.

In connection with the above, students who have recently become Singapore citizens must submit a copy of the Singapore Citizenship Certificate and Singapore Identity Card together in order for their citizenship to be updated in the database.

11 **GIRO Application**

Students are required to pay fees through GIRO. Similarly, credits, if any, will be received through GIRO. Login to [Intelligent Launchpad](#) → *Student Services* → *System Links* → *Apply for Interbank GIRO* to submit your eGIRO application. You are requested to submit only one eGIRO application form for the whole programme of study unless there is a change in the standing instruction.

Students will be informed of the exact date of GIRO deduction or credit via e-Invoice in the Intelligent Launchpad or in the MOE notification letters. Please note that only banks domiciled in Singapore are to be used for GIRO.

Possible GIRO transactions include deduction for tuition fees, credit for reimbursements and allowances, if any.

12 **Financial Assistance Schemes**

CPF Education Loan Scheme

This is for students who are interested to withdraw CPF funds from parents/own CPF account to pay tuition fees.

How to apply

Please complete these application forms:

- 1) [Student Data Sheet](#)
- 2) [CPF Education Loan Scheme Instructions, Terms and Conditions, Procedures, Guidelines & Application Form](#)

(Source – OAAS Financial Aid > CPF Education Loan for BA/BSc(Ed) Student Teachers and SSM Students)

https://www.ntu.edu.sg/nie/student-life/student-services-centre/financial-aid#Content_C013_Col00

If the guarantor is currently not contributing to his CPF Account, you are required to furnish a copy of his Notice of Tax Assessment for the current year or a duly signed letter from his employer, as well as a photocopy of his identity card. Please submit the form and supporting documents to NIE Student Services Centre within the submission period.

Mendaki Tertiary Tuition Fee Subsidies

Mendaki Tertiary Tuition Fees Subsidy (TTFS) Scheme is an education subsidy for Singaporean/Singapore Permanent Resident Malay students pursuing full-time undergraduates programme, which covers up to their subsidized tuition fee. Apply online at Mendaki's website <https://www.mendaki.org.sg> during application period. Please select "National Institute of Education" as the Institution.

Higher Education Student Loan (HESL)

Higher Education Student Loan (HESL) Scheme, which comprises of Tuition Fee Loan (TFL) and Study Loan (SL), is a loan scheme implemented to support students who require financial assistance to pursue MOE-subsidised undergraduate programmes at National Institute of Education. The loan does not cover miscellaneous fees and hall rental charges. Interest free during study years with interest and repayment commence upon graduation. Please refer to instructions for SSM students at <https://www.ntu.edu.sg/nie/student-life/student-services-centre/financial-aid>.

Post Secondary Education Account (PSEA)

PSEA scheme is administered by the Ministry of Education (MOE) which allows students to utilize the funds in their own and/or their siblings' PSEA accounts for the payment of tuition/miscellaneous fees, selected fees and costs.

For student using his/ her own PSEA or his/her sibling PSEA, click [here](#) for Online Adhoc application. Please select "NTU-NIE" as the Faculty / Department.

Students below 21 years old at the point of submission, please inform your parent to submit your online application on your behalf.

Please refer to more information on the above in <https://www.ntu.edu.sg/nie/student-life/student-services-centre/financial-aid>.

Bursaries Administered by NTU Shared Services Financial Aid

Bursaries are open for application to financially needy full-time undergraduates of all nationalities.

Please refer to the website for details of eligibility, application period and submission of application forms and supporting documents. You may apply 1 week after you have obtained your NIE Account details.

<https://venus.wis.ntu.edu.sg/FAS2/Apply/Login.aspx>.

Other Financial Assistance Schemes

For the other financial assistance schemes available, please refer to: <https://www.ntu.edu.sg/nie/student-life/student-services-centre/financial-aid>.

13 Verification of Original Documents for Students with International Qualifications

For SG & SPR students

1. NRIC of the students
2. High school graduation results *

For International Students

1. Passport of the students
2. Student Pass (STP)
3. High school graduation results *

* applicable to international qualifications only as local qualifications results are obtained directly from source (MOE or Polytechnics)

* VOD will be conducted by NTU's Office of Admissions.

14 Attire

Every student is expected to wear suitable clothing and maintain a hairstyle that gives an appearance of neatness and decorum. Outlandish and flashy clothing as well as long and unkempt hairstyles are prohibited on campus; likewise for inappropriate footwear such as sandals and slippers.

15 Absence from Class

Students who cannot attend classes for any valid reason must apply for leave.

If advanced notification of lecturers/tutors is not possible, it is the onus of students to contact their lecturers/tutors to explain the reasons for their absence no later than two working days from the date of absence. Those who fail to do so will be issued a notice of absence letter.

Applications for leave must be made on the appropriate leave application forms which can be obtained from the [Intelligent Launchpad](#) under Student Services → *Forms* → *Leave Application* → *Apply Leave*. Applications for leave of absence must be submitted through ISAAC under 'Forms' at least seven working days in advance. Where the leave is for the purpose of participating in competitions, the application should be submitted at least one month in advance to allow for processing. Students should not go on leave until approval has been obtained. Late leave applications will not be considered. Students will be notified via email if the application is approved or rejected. Students are responsible for informing their lecturers of any approved leave of absence for the NIE and/or NTU courses in which they are registered.

Where the absence is due to medical reasons, students are required to produce medical certificates issued by medical practitioners registered under the Medical Registration Act. Students are required to upload a clear picture of their medical certificate (MC) via the Intelligent Launchpad within 1 week from the date of issue of the MC and submit a copy of it to ssm@nie.edu.sg. They must also show the original MC to the lecturers/tutors when they are back in class. After 1 week, a

notice of absence from class will be issued to students who fail to explain the reasons for absence.

Students who are likely to be on long absence (i.e., semester leave of absence) during semester/curriculum time are required to inform SSM programme office at ssm@nie.edu.sg about their intentions before applying, after which, the Assistant Dean, SSM will advise them on any implications of their absence before it commences. Implications include but are not limited to additional semester(s) required to complete the programme of study and hence may result in additional cost to the students.

Students may leave for holidays overseas during public holidays, weekends and the NIE vacation as long as there are no programme commitments to fulfill during the period concerned.

16 Withdrawal

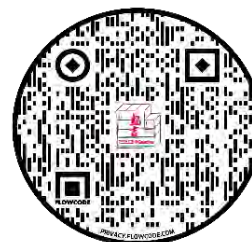
Students leaving the programme prematurely will be required to immediately inform SSM programme office at ssm@nie.edu.sg of their withdrawal in writing. The withdrawal will take effect only from the date of endorsement by NIE. Matriculated students who submit their withdrawal after Teaching Week 2 of the semester will be liable to pay the tuition and miscellaneous fees for the entire semester.

17 Locker @ NIE

Where: 1) Arts Block (Block 3 Basement 1 Stairway 3)
2) Science Block (Block 7 Basement 1 Stairway 4)
3) Physical Education & Sports Science (PESS) (Block 5, Basement 3, Ladies/Gents changing room)

How: Students are encouraged to apply for rental of lockers by scanning the QR code or via www.rent-a-locker.com from NIE's contractor, Kaichi Spacemaster Pte Ltd.

Kaichi Spacemaster Pte Ltd (Locker Rental Department) can be contacted at 6282 0868.



18 Notices to Students

Please note that important notices pertaining to examinations such as dates of examinations, registration of calculators and results, registration of courses as well as other matters such as dress code, dates of semesters and other student matters are regularly broadcast on the Intelligent Launchpad. The Intelligent Launchpad is a website that provides information and services to NIE's students. Hence, you should constantly refer to the Intelligent Launchpad for important notices and messages. The address for the Intelligent Launchpad is <https://launchpad.nie.edu.sg/>.

19 General

All students will be bound by other Rules and Regulations of the Institute in force from time to time.

Summary of Important Dates for Freshmen Admitted to BSc (SSM)

Date	Activity	Address
From 1 Jun or as stated in offer	Complete NTU acceptance form	https://wis.ntu.edu.sg/pls/webexe/adm_acceptance_form.login
Upon accepting offer	Submit Form for Student Photo, passport size photo (white background and in JPG format only) and copy of ID	nieitpdoc@nie.edu.sg
3 – 4 days after acceptance	Obtain NTU Office365 EDU account, i.e., NTU email account details, via email	-
From 4 Jun 2026	E-matriculation	https://portal.nie.edu.sg/ereg/register/stdregform.jsp
Within 3 days after e-matriculation	Obtain NIE Login Account details via email	-
3 days after obtaining the NTU email account	Download the NTU Pass	Click here to download
From 2 June 2026, 0900 hrs (SGT) till 22 June 2026, 1700 hrs (SGT)	Application for Student Housing	https://www.ntu.edu.sg/life-at-ntu/accommodation/undergraduate-housing
SC & SPR: 2 – 30 Jun 2026 IS: From May 2026	Book an appointment for Pre-enrolment Medical Check-up	https://www.ntu.edu.sg/admissions/undergraduate/freshmen/freshmen-info/important-dates > Book Appointment for Pre-enrolment Medical Check-up @ Raffles Medical Clinics (RMG) Please obtain an official receipt from the medical centre for your reference.
Within 1 week after e-matriculation	Application for Interbank GIRO	https://launchpad.nie.edu.sg/
Within 1 week after e-matriculation	Tuition Grant Declaration Form	https://launchpad.nie.edu.sg/
13 May – 15 Jul 2026	Mendaki Tertiary Tuition Fee Subsidy (MTTFS) – Application for subsidy	https://www.mendaki.org.sg
1 Jun – 31 Jul 2026	CPF Education Scheme – Application for withdrawal of CPF	Mail original signed hard copy form to NIE Student Services Centre
1 Jun – 31 Jul 2026	Post Secondary Education Account (PSEA) – Application for withdrawal of PSEA funds	https://go.gov.sg/psea-withdrawal-ntu1
By 30 Jun 2026	NTU administered Bursaries – Application for bursary	https://venus.wis.ntu.edu.sg/FAS2/Apply/Login.aspx

Date	Activity	Address
From 1 Jul 2026, by 15 Aug 2026	Higher Education Student Loan (HESL) – Application for loan	https://www.ntu.edu.sg/nie/student-life/student-services-centre/financial-aid
23 – 30 Jul 2026 (from 10 am to 10 pm)	Check if required to sit for QET	https://wis.ntu.edu.sg/webexe/owa/web_get.login
31 Jul 2026	Qualifying English Test	https://www.ntu.edu.sg/admissions/matriculation/qualifying-english-test-(get)
4 – 7 Aug 2026	SSM Transition Orientation Programme	https://tinyurl.com/NIEOrientationBScSSM
11 Aug 2026	Start of Teaching Week	-
5 – 13 Sep 2026 By 30 Sep 2026	For SPR & IS - Register for MOE Tuition grant - Complete online signing of Tuition Grant agreement with sureties on TG&S portal.	Register for MOE Tuition Grant online. https://tgs.moe.gov.sg/ Sign Tuition Grant agreement Please refer to the Tuition Grants NTU Singapore for more information.

Form for Student Photo

Email a recent passport-size photograph (white background) together with this form to nieitpdoc@nie.edu.sg

NAME OF STUDENT : _____
(Please write your name in **CAPITAL LETTERS** as it appears in your NRIC or FIN Card)

DATE OF BIRTH : _____

Personal Data Protection

I understand, acknowledge, agree and consent that:

National Institute of Education (NIE) is permitted to collect, use, disclose and/ or process my personal data/ personal information set out in this form and any other personal information provided by me or possessed by NIE for the purpose(s) of:

- (i) Processing, handling and/ or dealing with this application
- (ii) Carrying out and/ or dealing with my instructions or responding to any enquiries by me
- (iii) Contacting me or communicating with me via various modes of communication such as phone/voice call, text message, email and/ or postal mail. I acknowledge and agree that such communication by NIE could be by way of the mailing of correspondence, documents or notices to me, which could involve disclosure of certain personal data about me to bring about delivery of the same as well as on the external cover of envelopes/mail packages.

Signature of Student

Date

Declaration

By signing and submitting this form:

- (i) I declare that all information provided by me in this form is true, correct and accurate.
- (ii) I declare that I have not amended/ changed/ tampered with the information in this form in any way.

Important Note

1. Please forward a scan copy of the completed form together with a digital passport size photo (white background).
2. Email the completed form to Ms Samerah, nieitpdoc@nie.edu.sg.

NIE Location Map

LEGEND

- Assembly Area for Emergency Evacuation
- Bus Stop Bus Service 199 & 179
- Cash Card Top Up Blocks 2, 3, 5 & 7 Basement level
- Canteen Block 4, Basement 1
- Lift
- Toilet All levels at lift lobby and both ends of building
- Nursing Room Blocks 2, 3 & 7, Level 2
- Automated External Defibrillator Blocks 1, 2, 3, 7 & the Student Hub Level 1

