

NOTES

Application for a Student's Pass

Local Sponsor: A local sponsor [a Singapore citizen/a Singapore permanent resident/the school where the applicant intends to study] is required for application for a Student's Pass.

Forms and Documents to be produced:

(A) Government/Government-Aided/Independent Schools

- (a) A letter of recommendation from the Ministry of Education.
- (b) Form 16 duly completed.
- (c) Data Amendment Card [IMM(E)555] duly completed.
- (d) Form V 39 duly completed.
- (e) Identity Card of the local sponsor.
- (f) Applicant's valid travel document.

(B) Private Schools

- (a) A letter of acceptance from the school.
- (b) 2 copies of Form 16 duly completed.
- (c) Data Amendment Card [IMM(E)555] duly completed.
- (d) 2 copies of Form V36 duly completed.
- (e) 2 copies of Form V39 duly completed.
- (f) Identity Card of the local sponsor.
- (g) Applicant's official birth certificate, educational certificates, his/her parents' marriage certificate and photocopies of them (English translation is required, where applicable).
- (h) Applicant's valid travel document.
- (i) A copy of Form (E)5 duly completed by school.

Please note that security deposit is required for successful application. The local sponsor should furnish a security bond and the security deposit is shown below.

	Country	Form of Security Deposit	Rate per person
(i)	Indonesia, Philippines & Thailand	Banker's Guarantee	S\$1,000/=
(ii)	Bangladesh, Myanmar, People's Republic of China & India	Cashier's Order	S\$5,000/=
(iii)	Others	Banker's Guarantee	S\$1,500/=

Nevertheless, holders of a valid Dependant's Pass, Employment Pass, Long-term Social Visit Pass, Work Permit and children of Singapore citizens/permanent residents may be exempted from the requirement of security deposit.

All Foreign Students who are studying in the Foreign Systems Schools & Kindergartens are exempted from the requirement of security deposits.

PRC nationals who wish to attend language, commercial, vocational and fine arts courses at private schools in Singapore are required to submit their new applications for Student's Passes through our mission in Beijing at:

Embassy of The Republic of Singapore - Beijing

No. 1 Xiu Shui Bei Jie
Jianguomenwai
Beijing 100600
China

(C) Polytechnics and Universities

- (a) A letter of acceptance from the Polytechnic or University.
- (b) 2 copies of Form 16 duly completed.
- (c) Data Amendment Card [IMM(E)555] duly completed.
- (d) Applicant's valid travel document.
- (e) For students taking courses in Polytechnics not leading to any diploma, two copies of Form V39 are required. The local sponsor's Identity Card or passport must be produced.

Submission: The completed forms together with supporting documents are to be submitted with queue tickets obtainable at

Information/Queue Ticket Counter
I Visit & Visa Section
SIR Building
4th Storey, 10 Kallang Road
Singapore 208718

➔ Information/Queue Ticket Counter
Visitor Services Centre (VSC)
Singapore Immigration & Registration
SIR Building
4th Storey, 10 Kallang Road
Singapore 208718

Fees: The fee for a Student's Pass is \$40/= per year or part thereof.
The fee for the issue of a visa is \$20/=.

Other Information:

- (a) Holders of valid Dependant's Passes are exempted from having to apply to this Department for permission to attend academic courses in Government, Government-Aided, Independent or Foreign System Schools.
- (b) Applicant and local sponsor will have to furnish additional documents and information whenever necessary.
- (c) For change of local sponsor, the foreign student should submit a fresh set of application forms together with the new local sponsor's Identity Card for our consideration.
- (d) Foreign students should surrender their Student's Passes for cancellation within 7 days from the date of cessation or termination of their study. The following documents are to be produced :
 - (i) A letter from the foreign student/the local sponsor about the cancellation of the Student's Pass.
 - (ii) Confirmed return ticket.
 - (iii) Applicant's valid travel document.
 - (iv) Disembarkation/Embarkation Card.
 - (v) The original receipt for the security deposit (where applicable).
- (e) That he/she shall not enter or to be refrained as a student in any other school(s) or course(s) other than that indicated on the Student's Pass.