



FEES & FINANCIAL ASSISTANCE

FEES

Tuition & Other Fees

Tuition fee is payable each semester.

Other fees include Application Fee, Examination Fee, Miscellaneous Fee, Insurance Fee, Sports Fee and Students' Union Fee. These fees are payable on an annual basis, except Application Fee which is payable in the first semester of Year 1 only.

Table 1: Fees payable for subsidised students admitted in AY2011/2012*

(Full-Time)	Cost Per Annum \$	Payable in 1st Semester \$	Payable in 2nd Semester \$
Tuition Fee[^]:			
Singaporeans	2,200.00	1,100.00	1,100.00
Permanent Residents	3,680.00	1,840.00	1,840.00
Others	5,880.00	2,940.00	2,940.00
Other Fees:			
Application Fee #	7.00	7.00	–
Examination Fee [^]	30.00	30.00	–
Miscellaneous Fee #	15.00	15.00	–
Insurance Fee #	3.00	3.00	–
Sports Fee #	25.00	25.00	–
Students' Union Fee	18.00	18.00	–
Total (Singaporeans)	2,298.00	1,198.00	1,100.00
Total (Permanent Residents)	3,778.00	1,938.00	1,840.00
Total (Others)	5,978.00	3,038.00	2,940.00

Table 2: Fees payable for students admitted in AY2011/2012 and who are not eligible or have opted out of the tuition grant scheme*

(Full-Time)	Cost Per Annum \$	Payable in 1st Semester \$	Payable in 2nd Semester \$
Tuition Grant #	14,873.00	7,436.50	7,436.50
Tuition Fee #:			
Singaporeans	2,354.00	1,177.00	1,177.00
Permanent Residents	3,937.60	1,968.80	1,968.80
Others	6,291.60	3,145.80	3,145.80
Other Fees:			
Application Fee #	7.00	7.00	–
Examination Fee#	32.10	32.10	–
Miscellaneous Fee #	15.00	15.00	–
Insurance Fee #	3.00	3.00	–
Sports Fee #	25.00	25.00	–
Students' Union Fee	18.00	18.00	–
Total (Singaporeans)	17,327.10	8,713.60	8,613.50
Total (Permanent Residents)	18,910.70	9,505.40	9,405.30
Total (Others)	21,264.70	10,682.40	10,582.30

Notes:

*Fees for AY2012/2013 pending confirmation

#Fees include GST

^GST on Tuition Fee and Examination Fee are subsidised by the Government of Singapore

Additional Fees Payable (Where Applicable)

For new full-time students and re-admitted students:

Amendment Fee	\$10.00
Tertiary Student Ez-link Card Application Fee (for those who wish to apply for the card)	\$ 8.00

The following fees apply to some full-time students:

- **Mobile Computing-Rental Fee (only for students granted rental of notebooks/PDAs)**
\$60 (inclusive of GST) per semester.
- **Hospital & Surgical Insurance (for foreign students)**
\$40 (inclusive of GST) per annum payable in the first semester of each academic year.
- **Enhanced Hospital & Surgical Insurance (for Health Sciences – Nursing students)**
\$58 (inclusive of GST) per annum payable in the first semester of each academic year.

Late Fee

A late fee of \$15 will be imposed if:

- fees are not paid by the due date, or
- insufficient funds are maintained in the bank account for GIRO deduction, or
- cheques for fee payment are returned by the bank for various reasons and replacement cheques are not received by the due date.

Those who wish to apply for financial assistance schemes to pay for their fees should apply at the beginning of the academic year (for Mendaki Tuition Fee Subsidy) or the beginning of the semester (for PSEA Scheme, CPF Approved Education Scheme and the Tuition Fee Loan Scheme). Students are liable to have their names struck off the Register if fees are not paid. Those with financial difficulties should see the Student Counsellors at the Student Services Office for advice.

Transfer Fee

Students seeking transfers between courses have to submit their applications to the Academic Affairs Office before the commencement of the academic year. Transfers will not be considered at other times during the academic year unless under exceptional circumstances. Once the transfer is approved, a transfer fee of \$15 will have to be paid.

Note:

All fees quoted above are estimated figures and are subject to changes.

Withdrawal and Refund Guidelines

Current refund guidelines are shown in the following table:

	Tuition Fees	Other Fees
Withdrawal before commencement of term	100% refund less \$50 administrative charge*	Refund of all other fees paid (except application / amendment fee and tertiary student ez-link card application fee)
Withdrawal within 1st week of term on valid grounds**	75% refund	Refund of examination, sports and miscellaneous fees only
Withdrawal after 1st week of term	No refund	No refund

Notes:

Students who wish to withdraw from their course must complete a prescribed withdrawal form and submit it to the Academic Affairs Office.

* Administrative charge of \$50 is only applicable to new students.

** Refunds will only be made if the reasons for withdrawal are on valid grounds as follows:

- (i) to study in another approved institution in Singapore; or
- (ii) on medical grounds

Remarks:

1. The Ngee Ann Polytechnic Council reserves the right to alter or vary the refund guidelines above.
2. To ensure that refunds are duly made to students who subsequently decide to withdraw from the Polytechnic, withdrawal forms must be received by the Academic Affairs Office before the commencement of the semester or within one week of the commencement of the semester to qualify for any refund.
3. No refund will be given for Mobile Computing Rental Fee paid for the semester should students withdraw or discontinue with the rental scheme for any reason after the commencement of the semester.

Tuition Grant

A full-time diploma student's education at the Polytechnic is highly subsidised by the Government of Singapore. The Government, through the Ministry of Education (MOE), provides students with tuition grants to assist them in paying the full tuition fees. The

high cost of providing a technological education to students is reflected in two parts:

- a. Tuition fees payable by students
- b. Tuition grants provided by MOE

The amount of the Tuition Grant per year is \$13,900 per student.

Eligibility

Singaporeans can apply for the tuition grants by completing the online declaration form when enrolling with the Polytechnic. Only one application is required throughout the whole course of study.

A student is eligible for tuition grants for a maximum of 10 semesters for his/her studies at the Polytechnic. This includes all the tuition grants he/she received previously if he/she has ever been enrolled in a tertiary institution from Academic Year 2007/2008 onwards, and did not graduate with a diploma or higher qualification. If the student is a direct-entry student to the 2nd year of Polytechnic studies, the number of semesters that he/she is eligible for the tuition grant will be a maximum of 8 semesters.

Students (regardless of nationality) who already hold a diploma or higher qualification will be eligible to receive tuition grant if they wish to pursue a second diploma course, so long as they did not attain their diploma or higher qualification through subsidy by MOE or sponsorship by the Government of Singapore.

Permanent residents and foreigners are required to execute a deed with the Government of Singapore, in the presence of two sureties and MOE staff. The sureties act as guarantors and can be of any nationality, above 21 years of age and are not bankrupts. Parents of students can act as sureties.

Under the terms of the tuition grant deed, students who are permanent residents or foreigners and have accepted the tuition grant are required to work in Singapore for three years upon completion of their courses.

Rejection of Grant

Permanent residents and foreigners who do not wish to work in Singapore after the completion of the course may opt to reject the grant. In this case, they will have to pay the full tuition fees plus the prevailing GST.

Notes:

1. Fee and grant amounts are subject to changes.
2. Students who are holding Government of Singapore sponsorships/bursaries (for example those under the Ngee Ann SAF Scheme) need not sign the deeds.
3. Permanent residents/foreign students who have withdrawn from their course of study before signing the deeds with MOE are required to pay the full tuition fee plus the prevailing GST.

SCHOLARSHIPS

NP offers attractive scholarships and awards for students who have excelled academically, achieved outstanding performance in their co-curricular activities (CCAs) and demonstrated strong leadership potential or artistic and sporting talent.

Ngee Ann Polytechnic Scholarship

This prestigious bond-free scholarship is offered to freshmen who are amongst the best of their 'O' Level cohort. This scholarship covers tuition fees, book allowance and a one-time notebook allowance. In 2010, the scholarship was also opened to second-year Singaporeans and PR students who have excelled academically and demonstrated excellent leadership and CCA records in their first year. In addition, scholars are eligible for entry into NP's Talent Development Programme, The Christiera Programme. This comprehensive talent development programme offers a slew of opportunities to enhance our students' perspectives and helps them achieve all-round excellence.

NP Engineering Scholarship

This bond-free scholarship is for freshmen entering NP's School of Engineering. It covers full tuition fees, book allowance and a one-time notebook allowance. NP Engineering Scholars also enjoy entry into The Christiera Programme and take up a customised talent development programme that will include short stints with research establishments and immersions with top universities in China or Japan! They will also be well-prepared for university with our customised special Diploma Plus Programme.

Donors' Scholarships

These scholarships, which are offered by philanthropists and organisations, recognise freshmen who have good 'O' level results and a passion for a specific field of study.

NP Merit Award

NP offers a special Merit Award for freshmen with good grades. It comes with a one-time award of \$1,800, plus an invitation to join The Christiera Programme.

NP Arts Award & NP Sports Award

Students in their second and third year who have excelled in the field of arts or sports are eligible to apply for these annual awards worth \$1,800.

NP and Donors' Academic Achievement Scholarship

This scholarship rewards second and third-year students who have topped their cohorts (while maintaining a good CCA record) by paying for their tuition fees for that year. The scholarship also has a book allowance of \$400.

External Scholarships

There are also other scholarships administered either solely by the sponsoring organisation or jointly with NP.

Talent in the Arts Grant

Exclusively for Diploma in Arts Business Management students, this grant of up to \$5,000 will cover external classes and courses in dance, music, theatre or visual arts.

For more information about our scholarships, log on to www.np.edu.sg/ss

FINANCIAL ASSISTANCE

NP is fully committed to helping students cope with their educational expenses through various financial assistance schemes. These are funded, in part, by the generous donations from individual organisations and foundations.

Bursaries & Grants

Various bursaries and grants are available to NP students based on their financial background. NP provides a financial aid package of \$2,700 and \$2,000 per year for every Singaporean student whose monthly income per household member is of or below \$850 and \$1000 respectively. This is made possible by the CDC/CC Polytechnic Bursary and MOE Bursary Schemes, donations from philanthropic partners and a top up of up to \$900 from the NP Student Aid Fund. The NP Student Aid Fund is established by NP and supported by several donors.

Study Loans & Other Schemes

Needy students can also apply for financial help via financial assistance schemes like the Post Secondary Education Account (PSEA), CPF Approved Education Scheme, Tertiary Tuition Fee Subsidy for Malay Students (Mendaki), the Tuition Fee Loan Scheme and the Government Study Loan.

IDA NEU PC PLUS Programme and NP Mobile Broadband Scheme

As e-learning is an integral part of NP's curriculum, Singaporean or Permanent Resident students who have an existing broadband internet access from their homes may apply for IDA's Neu PC Plus Programme for subsidy towards the purchase of a notebook. From NP, Singaporean students whose household income is below \$800 per person per month may apply for the NP Mobile Broadband Scheme.

Mobile eLearning Loan & Rental

As part of mobile e-learning, notebook computer is an integral part of students' learning in NP. Students doing the Diploma in Nursing will also need an iPod Touch. NP has a notebook/iPod Touch rental and interest-free loan scheme for students with household income of \$1,500 for the rental scheme and \$2,000 for the loan scheme.

For more information on financial aid, log on to www.np.edu.sg/ss