



## FEES

### Tuition & Other Fees for Full-Time Diploma Programme

From Academic Year 2014/2015 (“AY 2014/2015”), the Polytechnic has adopted a cohort-based fee structure. This means that a student’s fees will remain constant for the entire duration of the course. This fee structure will provide greater certainty regarding tuition fees and help students to plan for the financing of their studies.

Since AY2016, the tuition fee for new intakes of International Students will be subject to GST. The Government will only continue to absorb the GST chargeable on tuition fees by Singapore Citizen and Permanent Resident students. New students enrolling into NP will be informed of the annual tuition fees for their respective courses prior to enrolment.

Tuition fee is payable each semester.

Other fees include Examination Fee, Miscellaneous Fee, Insurance Fee, Sports Fee and Students’ Union Fee. These fees are payable in the first semester of each academic year.

**Table 1:** Fees payable for subsidised students admitted in AY 2018

(Full-Time)	Cost Per Annum \$	Payable in 1 <sup>st</sup> Semester \$	Payable in 2 <sup>nd</sup> Semester \$
<b>Tuition Fee For:</b>			
Singaporeans <sup>^</sup>	2,800.00	1,400.00	1,400.00
Permanent Residents <sup>^</sup>	5,600.00	2,800.00	2,800.00
Others <sup>#</sup>	10,000.00	5,000.00	5,000.00
<b>Other Fees Include The Following:</b>			
Examination Fee <sup>&amp;^</sup>	30.00	30.00	-
Miscellaneous Fee <sup>#</sup>	15.00	15.00	-
Group Personal Accident Insurance <sup>#</sup>	3.40	3.40	-
Sports Fee <sup>#</sup>	25.00	25.00	-
Students’ Union Fee	18.00	18.00	-
Hospital & Surgical Insurance <sup>#@</sup>	34.00	34.00	-
<b>Total (Singaporeans)</b>	<b>2,861.40</b>	<b>1,461.40</b>	<b>1,400.00</b>
<b>Total (Permanent Residents)</b>	<b>5,691.400</b>	<b>2,891.40</b>	<b>2,800.00</b>
<b>Total (Others)</b>	<b>10,127.50</b>	<b>5,127.50</b>	<b>5,000.00</b>

# FEES & FINANCIAL ASSISTANCE

**For students who are not eligible or opt out of the Tuition Grant Scheme, they have to pay full fees for the duration of their course.**

**Notes:**

& Examination Fee is applicable to Permanent Residents and International Students only.

# Fees include GST.

^ GST on Tuition Fee and Examination Fee are subsidised by the Government of Singapore for Singapore Citizen and Permanent Resident students who are eligible and have opted for the tuition grant scheme.

@ HNS Insurance is applicable to International Students only.

**Additional Fees Payable (Where Applicable)** 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.
- **Enhanced Hospital needed & Surgical Insurance Fee (only for Health Sciences – Nursing students):**  
\$53 (inclusive of GST) per year.

Those who wish to apply for financial assistance schemes should apply at the beginning of the academic year (for Mendaki Tuition Fee Subsidy, PSEA Scheme, CPF Approved Education Scheme and the Tuition Fee Loan Scheme) or at the beginning of the semester. 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 & Alumni Services Office for advice.

Other fees are not covered by MENDAKI Tuition Fee Subsidy, CPF approved Education Scheme, and the DBS Tuition Fee Loan Scheme.

**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

	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)
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:

- to study in another approved institution in Singapore; or 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 in AY2017/2018 is \$17,400 per student per year.

### Eligibility

Singapore Citizens 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 second year of polytechnic studies, the number of semesters that he/she is eligible for the tuition grant will be a maximum of eight 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.

Permanent residents and foreigners must execute the tuition grant deed with the Ministry of Education before they are eligible for subsidized tuition fees.

### 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 fees plus the prevailing GST.

Permanent residents and foreigners who reject the grant are not eligible to apply for financial assistance schemes.

**Notes:**

1. Tuition 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.
4. Foreigners who have rejected the tuition grant at the point of admission or who withdraw from the Tuition Grant Scheme during the course of study are not eligible to apply for financial assistance schemes.

**Tuition & Other Fees for Polytechnic Foundation Programme (PFP)**

Tuition fee is payable each semester.

Other fees include Examination Fee, Miscellaneous Fee, Insurance Fee, Sports Fee and Students' Union Fee. Other fees are payable in the first semester only.

**Table 3:** Fees payable for students admitted in AY2018

(Full-Time)	Cost Per Annum \$	Payable in 1 <sup>st</sup> Semester \$	Payable in 2 <sup>nd</sup> Semester \$
<b>Tuition Fee:</b>			
Singaporeans <sup>^</sup>	340.00	170.00	170.00
Permanent Residents <sup>^</sup>	2,250.00	1,125.00	1,125.00
Others #	9,600.00	4,800.00	4,800.00
<b>Other Fees:</b>			
Examination Fee #&	32.00	32.00	-
Miscellaneous Fee #	15.00	15.00	-
Insurance Fee #	3.40	3.40	-
HNS Insurance #@	34.00	34.00	-
Sports Fee #	25.00	25.00	-
Students' Union Fee	18.00	18.00	-
<b>Total (Singaporeans)</b>	<b>401.40</b>	<b>231.40</b>	<b>170.00</b>
<b>Total (Permanent Residents)</b>	<b>2,343.40</b>	<b>1,218.40</b>	<b>1,125.00</b>
<b>Total (Others)</b>	<b>9,727.40</b>	<b>4,927.40</b>	<b>4,800.00</b>

**Notes:**

# Fees include GST

<sup>^</sup> GST on Tuition Fee is subsidised by the Government of Singapore

& Examination Fee is applicable to Permanent Residents and International students only. @

HNS Insurance is applicable to International students only.

### Additional Fees Payable (Where Applicable)

The following fees apply to some students:

- **Mobile Computing-Rental Fee**  
(only for students granted rental of notebooks/PDAs):\$60  
(inclusive of GST) per semester.
- **Enhanced Hospital needed & Surgical Insurance Fee (only for Health Sciences – Nursing students):**  
\$53 (inclusive of GST) per year.

Those who wish to apply for financial assistance schemes should apply at the beginning of the academic year (for PSEA Scheme, PFP Study Award and PFP Bursary Award) or the beginning of the semester. 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 & Alumni Services Office for advice.

### 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)
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.

### FINANCIAL ASSISTANCE

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

#### Bursaries & Grants

Various bursaries and grants are available to NP students whose family's gross household income is below \$9,000, or per capita income is below \$2,250. A financial aid package of \$2,350 and \$2,150 is available for every Singaporean student whose family's per capita income is below \$625 and \$1,000 respectively. Students with a per capita income of not more than \$1,725 and \$2,250 will receive a financial aid package of \$1,650 and \$800 respectively. This is made possible by the CDC/CCC Polytechnic Bursary and MOE Bursary schemes, donations from philanthropic partners and the NP Student Aid Fund. The NP Student Aid Fund is established by NP and supported by many donors.

#### PFP Bursary

The PFP bursary of \$870 is available to Singaporean students with a gross monthly household income of not more than \$2,500 or per capita income of \$625 and below.

#### Study Loans & Other Schemes

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

#### IDA NEU PC PLUS Programme

As e-learning is an important part of NP's curriculum, Singaporean or Permanent Resident students who do not have an existing broadband Internet access from their homes may apply for IDA's Neu PC Plus Programme with IDA for subsidy towards the purchase of a notebook and internet.

#### Mobile Computing Scheme Loan

As part of mobile e-learning, a notebook computer is an integral part of students' learning in NP. Students doing the Diploma in Nursing may also need an iPod Touch. Likewise, students from the School of Humanities and Social Sciences may require an iPad for their studies. NP has a notebook/iPod Touch/iPad interest-free loan scheme for students with

household income of \$2,000 and below.

## **SCHOLARSHIPS**

NP offers attractive scholarships and awards for students who have excelled and demonstrated strong leadership potential or artistic and sporting talent.

### **NP Scholarship**

This prestigious bond-free scholarship is offered to students who are Singapore Citizens and Singapore Permanent Residents with outstanding academic results and excellent CCA track record. This scholarship covers tuition fee, a book allowance and a one-time notebook allowance (for Freshmen only). NP scholars are automatically accepted into The Christieara Programme, a comprehensive three-year talent development programme that is designed to stretch the potential of participating students.

### **External Scholarships**

Sponsored by companies and organisations, these scholarships include:

- The Ngee Ann Kongsi Scholarships
- The Home Team Diploma Sponsorship by Ministry of Home Affairs
- BCA-Industry Built Environment Diploma Scholarship by Building and Construction Authority
- ECDA Training Award by Early Childhood Development Agency
- Association of Singapore Marine Industries Scholarships
- Keppel Offshore & Marine Scholarships

Some external scholarships may come with a bond.

### **NP Faculty Merit Award**

Offered to students who are Singapore Citizens and Singapore Permanent Residents with good academic results and CCA achievements, the Merit Award comes with a one-time cash award.

### **NP Arts/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 awards that provide a one-time cash award.

### **Polytechnic Foundation Programme (PFP) Study Award**

Since the first cohort of PFP students in 2013, this award has been given to students with outstanding 'N' Level results and excellent CCA performance. It comes with a one-time cash award.

**For full details of NP's scholarships and bursaries, please log on to the NP website.**