

## **Application for Student Pass/申请学生证**

Please prepare the following documents (**photocopied**)/请准备以下的文件 (只需复印本):

### **Applicant/申请者:**

- 1) Passport / 护照
- 2) National Identity Card / 登记
- 3) Birth Certificate / 出生证书
- 4) Highest Qualifications / 最高学历
- 5) 3 Photographs – Passport-sized / 3 张护照型照片
- 6) Provide residential address for last five years / 提供近 5 年来所居住过的国家与及地址
- 7) History of employment for the last 10 years – Name of Company, Period, Designation, Responsibilities / 提供近 10 年来的就业情况 - 公司、时期、职位、所负责的工作
- 8) Siblings particulars – Name, Date of Birth, Designation, Nationality / 兄弟姐妹的名子、出生日期、工作、国籍

### **Applicant's Parents/申请者父母:**

- 9) Father's National Identity Card/Passport / 父亲的登记/护照
- 10) Mother's National Identity Card/Passport / 母亲的登记/护照
- 11) Parent's Marriage Certificate/Divorce Papers / 父母的结婚证书/离婚证书
- 12) Custody Papers / 父母的监管纸
- 13) Father's Occupation / 父亲的职业
- 14) Mother's Occupation / 母亲的职业

### **IF Applicant's Parents are Singaporeans/Singaporean PRs/若申请者的父母是新加坡公民或永久居民**

- 15) Parent/Parents' CPF Statement for the past one year / 父母过去一年的公积金缴交
- 16) Parent/Parents' Income Tax Assessment for the past three years (if self-employed) / 若父母是自雇人士, 需提交 3 年的税务单
- 17) Letter of Employment (Date of issue should not be more than 3 months) / 受聘信 (不可超过 3 个月)

### **IF Applicant's Spouse is a Singaporean/Singaporean PR/若申请者的伴侣是新加坡公民或永久居民**

- 18) Spouse's CPF Statement for the past one year/ 伴侣过去 1 年的公积金缴交单
- 19) Spouse's Income Tax Assessment for the past three years (if self-employed) / 若伴侣是自雇人士, 需提交 3 年的税务单
- 20) Letter of Employment (Date of issue should not be more than 3 months)/ 受聘信 (不可超过 3 个月)
- 21) Spouse's Highest Educational Details / 伴侣的最高文凭

### **Financial Ability/Other Financial Support/财务说明/证明:**

- 22) Bank Statements/Bank Details/ 银行户口说明

**School processing time / 学校过程时间:** **One week/ 1 个星期**

**ICA processing time / ICA 过程时间:** **Two months/ 2 个月**

**Submission Method/申请方式:** **Online E-Application (SOLAR+)/网络申请**

*Kindly note that all documents must be translated into the official language of English, before the School can help to proceed with the application/还请将所有的文件翻译成英文*

**Student Pass Renewal fee (payable to ICA) upon renewal of student pass**  
 学生证更新费用 **\$30.00**

**Upon approval/学生准证批准后:**

- A) A Certificate of Insurance will be issued once the student receives the approval for their student pass/  
 学生准证批准后，学院将会帮忙申请学生保险。
- B) A security deposit may be required by ICA. Students will need to furnish the security deposit in the form of a Banker's Guarantee. The security deposit will be refunded back to the student once they complete the course/ 移民厅可能向学生收取抵押金 (必需是银行担保)。而抵押金将会在学生毕业后退还。

| Country of Origin/国籍                                 | Amount Required/所需款数 |
|--|----------------------|
| Malaysia/马来西亚<br>Brunei/文莱                           | NIL/不用               |
| Indonesia/印尼<br>Philippines/菲律宾<br>Thailand/泰国       | SGD\$1000.00         |
| China/中国<br>India/印度<br>Bangladesh/孟加拉<br>Myanmar/缅甸 | SGD\$5000.00         |
| Others/其它  | SGD\$1500.00         |