

Please note that the following information is intended to be a helpful guide for prospective foreign students. However, for updated and authoritative information on Student Pass applications, please refer to the ICA's website: www.ica.gov.sg. All Student Pass applications are ultimately subject to ICA's approval. ETCAsia does not guarantee the success of any Student Pass applications it facilitates.

International Students

ETCAsia welcomes international students who wish to study at the college. It also encourages International Students to find local Singaporean sponsors (individual or organisation/church). The college currently does not offer any scholarships.

Married students are encouraged to come to Singapore with their spouse/family for their duration of study.

All application fees are to be borne by the student/sponsor.

Student Pass Application

Once an international applicant has been accepted into a **full-time** course at ETCAsia, the college's Admission Office will facilitate the Student Pass application process. Students are responsible for submitting the following documents:

1. Form 16, Form V36A and Security Bond form, completed and signed.
Find the forms here <https://solarplus.ica.gov.sg/solarplus-ica/PEOIndex.do>
 - (a) Application for a Student's Pass – For student [Form 16]
 - (b) Application of Student's Pass – Information on school [Form V36A]
 - (c) Application for Student's Pass – Security Bond (Regulation 21)

2. A copy of Birth Certificate

3. A copy of passport information page with 6 months validity upon arrival into Singapore (**) before course commencement. The use of the same passport at Student Pass application and at arrival into Singapore will prevent confusion.

For example,

March	May	June
<p>Apply for Student Pass</p> <p><i>Note: Student Pass can only be applied at least 2 months and not more than 3 months before course commencement.</i></p>	<p>Arrival into Singapore via (**) Passport with 6 months validity</p>	<p>Course commences</p>

4. A passport-sized photo with white background.

Passport-sized Photo guideline, please check <https://www.ica.gov.sg/common/photo-guidelines>

Note: Non-English documents have to be translated to English and notarised for submission.

Admissions Office will register the Student Pass application on the SOLAR+ (Student's Pass Online Application & Registration) system. Upon successful registration, the "Registration Acknowledgement", which contains detailed instructions, will be emailed to the student to complete the application on SOLAR+.

Entry to Singapore

Please do not come to Singapore until the Student Pass has been approved. On approval by ICA, the Admissions Office will send an email with the ICA In-Principal Approval (IPA) letter to the student. The student may then make preparations that are needed to come to Singapore.

At the Immigration Checkpoint, the student is required to fill in the white Disembarkation Card. A social visit pass of one-month stay in Singapore will be granted.

Completion of Student Pass Application

After arrival, the student will follow ICA's instructions/requirements, detailed in the IPA, before collecting the Student Pass. The Admissions Office will be available to assist you with your queries. It will most likely require the student to have:

- A Medical Examination Report. The Medical Examination MUST be done in Singapore by any registered doctor.
- A Banker's Guarantee/Cashier's Order if a Security Bond is required. The amount must be submitted in the form of a Banker's Guarantee or a Cashier's Order. The student is responsible for all associated costs.
- Original, hardcopies of all supporting documents. These are required for verification when the student collects his/her Student Pass at the ICA Building in person. This collection is strictly by appointment only.

Note: Overstaying is a punishable offense under the Immigration Act. Please take note of the expiry dates of Student Pass and apply for an extension at least two months before it expires.

Accompanying Family Members

Each accompanying family member requires a long-term visit pass (LTVP) to remain in Singapore for the duration of study. The Admissions Office will provide the LTVP forms to the Student who has an approved/issued Student Pass. Application for LTVP can only be done in-person at the ICA by the student and the family members.

The student is responsible for subsequent pass renewal. Failure to renew before the expiry date will result in an expensive fine.

The student and his accompanying family members are to proceed to Visitor Services Centre, ICA Building Level 4 from Mondays to Fridays (excluding public holidays) between 0800-1600hrs to submit the the following necessary documents:

1. Accompanying family member's passport with at least 6 months validity.
2. Accompanying family member's disembarkation card (white card given upon arrival into Singapore) Documentary proof of relationship (e.g. relevant birth certificates, household registers, marriage certificates, etc.).
3. Form 14/V39I, completed, signed and endorsed by sponsor (the forms can be found here: <https://www.ica.gov.sg/common/all-forms>)
(a) Application for a Visit Pass/Visa and Visit Pass/Entry Visa [Form 14]
(b) Letter of undertaking [Form V-39I]

4. Supporting letter from ETCAsia
5. Student pass and Student's passport.
6. (If applicable) With effect from 1 February 2019, foreign-born children aged 12 years and below, will need to provide HPB (Health Promotion Board) "Verification of Vaccination Requirements (VR) (for entry to Singapore)" document.

Please refer to HPB FAQ page for further details on how to obtain HPB "Verification of Vaccination Requirements (VR) (for entry to Singapore)" document:

<http://www.nir.hpb.gov.sg/nirp/eservices/foreignchildrenfaq>

Note: *Non-English documents have to be translated to English and notarised for submission.*