

**NATIONAL UNIVERSITY OF SINGAPORE
FEE DEDUCTION AUTHORISATION FORM
(For Research Scholars only)**

To facilitate the payment of your miscellaneous fees, please authorize the Office of Financial Services to deduct the amount(s) payable from your research scholarship stipend by completing the portion below.

To: Registrar's Office

I hereby confirm that I have read the notes at the bottom of the page and agree that the following amounts be deducted from my scholarship stipend at the beginning of each semester:

| Mandatory Miscellaneous Fees <u>Per Annum</u> ¹ | Full Time | Part Time | Remarks |
|--|----------------------|-------------------|--|
| Registration | \$50 | \$50 | One-time fee, payable in semester of admission only. Non-refundable upon matriculation |
| Student Activity and Services ² : • Graduate Students Activity • Sports • Transport (Internal Shuttle) | \$10 \$24 \$30 | --- \$12 -- | |
| Health and Insurance ³ | \$117.70 | -- | For local and international students. |
| Academic Related: • CLASS ⁴ • Computer Account | \$13 \$10 | \$13 \$10 | CLASS fee is payable once per Academic Year |

Name of Research Scholar: _____ Student ID: _____

Signature of Research Scholar: _____ Department: _____

Notes

- 1) If fees are not paid or only partially paid, by the due date indicated in the emailed Notice of Payment for each semester, a late fee may be imposed. All fees shown here are excluding prevailing GST, unless otherwise indicated.
- 2) Part-time Student Activity and Services fees are chargeable for students who convert from full-time to part-time within Instructional Week 2 of the semester. Full-time fees would be charged for conversions after Instructional Week 2. Full-time Student Activity and Services fees will be charged for conversion from part-time to full-time anytime throughout the semester.
- 3) This is based on rates negotiated as at July 2008. Health and Insurance premiums are charged by per semester basis and are applicable to all full time students. For students who have obtained approval for conversion of academic load, the health and insurance fee payable is as follows:

| Conversion from | Date of approval of conversion | Health and Insurance Fee Payable |
|------------------------|---|----------------------------------|
| Full Time to Part Time | By the end of Week 2 | Exempted |
| | After Instructional Week 2 | Full fee |
| Part Time to Full Time | Within first half of semester i.e. before 30 Sep (for Sem 1) or 31 Mar (Sem 2) | Full fee |
| | Second half of semester i.e. after 30 Sep (Sem 1) or 31 Mar (Sem 2) | Half of fee |

For research students who have submitted their thesis, health and insurance fee will be charged as long as the student remains as a full-time student and have not been conferred the degree.

- 4) Fee quoted is inclusive of prevailing GST.