

## SIT STUDENT'S TO-DO LIST

This To-Do list to complete the matriculation process is also available in SIT's website under Quick Links > Prospective Students > Matriculation process. Please also read the [SIT Student Handbook](#) for important and useful information in relation to your programme of study in SIT.

Step 4: Submission of compulsory forms (where applicable)				
S/N	Item	Mode	Due Date	Division to enquire
1	<b>Interbank GIRO Application</b> Interbank GIRO Application either through - Online Application; or - Manual GIRO Application	Online Application Via <a href="#">DBS</a> or <a href="#">POSB</a> or  <a href="#">Manual Application Form</a>	30 June 2016	<a href="#">Student Finance</a>  <b>6592 8149</b>
2	<b>Indemnity Form</b>	Online Submission via <a href="#">Student Portal</a> -> Matriculation		<a href="#">Student Life</a>  <b>6592 1191</b>
3	<b>Basic Cardiac Life Saver Certification</b> <i>(only applicable to students studying with Trinity College Dublin and SIT-University of Glasgow Joint-Degree)</i>	Online Submission via <a href="#">Student Portal</a> -> Matriculation		<a href="#">Academic Programmes</a>  <b>6592 2021</b>
4	<b>Student Undertaking Form</b> (attach copy of birth certificate if you are below 21 years old)	Online Submission via <a href="#">Student Portal</a> -> Matriculation	30 June 2016	<a href="#">Registrar's Office</a>  <b>6592 2091</b>
5	<b>MOE Tuition Grant (TG) Form</b> <i>(Applicable to Singapore Citizen Students only)</i>  A softcopy of the completed and duly signed form is to be uploaded to the Student Portal.			
6	<b>MOE Tuition Grant (TG) Application</b> <i>(Applicable to Singapore Permanent Residents (SPR) and International students (IS) only)</i>  <b>! Note:</b> 1) Freshman briefing on 8 July 2016, 3.00 - 4.00pm 2) Tuition Grant agreement signing is on <b>11 August 2016</b> 3) SPR and IS students who did not apply for MOE TG and did not sign the TG agreement will pay non-subsidised fees. 4) For more information on MOE TG, please click <a href="#">here</a> .	a) Indicate your option to apply MOE TG in <a href="#">Student Portal</a> -> Matriculation	30 June 2016	<a href="#">Registrar's Office</a>  <b>6592 2091</b>
		b) Online submission via <a href="#">TG Online</a>  (refer to <a href="#">Application Guide</a> )	15 - 22 July 2016	

**Step 4: Submission of compulsory forms (where applicable) con'td**

S/N	Item	Mode	Due Date	Division to enquire
7	<p><b>Medical Examination Form</b> Additional screening/ vaccination is applicable to students enrolling to some programmes. Please click <a href="#">here</a> for more details.</p> <p>* Students who went through the medical examination with an SIT appointed healthcare provider (except for Tan Tock Seng Hospital) may authorise the clinic to submit their medical examination form to SIT directly</p> <p>Please click <a href="#">here</a> for more details on pre-enrolment medical examination.</p>	<p>Download Printable Form from <a href="#">Student Portal</a></p> <p><i>(Submit original hard copy form to SIT*)</i></p>	11 July 2016	<p><a href="#">Registrar's Office</a></p> <p><b>6592 2091</b></p>
8	<p><b>Authorization of Medical Procedures Form</b> <i>(Applicable to Singapore Permanent Residents and International Students only)</i></p>	<p>Online Submission via <a href="#">Student Portal</a> -&gt; Matriculation</p>	30 June 2016	
9	<p><b>Singapore Immigration &amp; Checkpoints Authority (ICA) Medical Report</b> <i>(Applicable to International Students only)</i></p>	<p>Submit to ICA</p>	<p>Date of Student Pass Collection</p>	
10	<p><a href="#">Student Pass Application</a> <i>(Applicable to International Students only)</i></p>	<p>Submit via <a href="#">SOLAR</a></p>	<p>Before Departure for Singapore</p>	<p><a href="#">Admissions</a></p> <p><b>6592 1136</b></p>
11	<p><b>International Student Financial certification Form (ISF1A)</b> <i>(Applicable to International Students only)</i></p>	<p>Download Printable Form from <a href="#">Student Portal</a></p> <p><i>(Submit original hardcopy form to SIT)</i></p>	30 June 2016	