global savvy future-ready

PRE-DEPARTURE BRIEFING
AY19/20 S2
Our Schedule for Tonight:

- **OGEM briefing**
- Central Narcotics Bureau on Misuse of Drugs Act
- International S.O.S
- NTU Well Being Centre
- Ice Breaker Game
WHAT TO EXPECT?

• Diversity of Academic Teachings
• Experience a New Culture
• Learn a New Language
• Global Networking
Phase 1: Find out eligibility
Phase 2: E-Application
Phase 3: Submit Documents
Phase 4: Receive Admission
Phase 5: Get your visas & Off you go!

You are heading out soon....
global savvy future-ready

BEFORE YOU LEAVE...
Before you leave: THE RIGHT MINDSET

• Approach the experience with an open mind.
• Accept that things will change and will be different.
• Build networks – international networks. Friends from all over THE WORLD!
• Build support system while you are there. Exert effort to connect!
• A good experience to achieve Cultural Intelligence.
• What kind of ROI are you expecting from this experience? Given the time, effort and cost involved?

Qualities you may gain from this experience:
  a. Open-mindedness
  b. Sense of responsibility, maturity
  c. Independence
  d. Cultural sensitivity
  e. Street-smartness (survival skills)
  f. Resourcefulness
HAVE YOU DONE THESE?

1. GEM Mobility Portal
2. Risk Assessment
3. Health & Travel Insurance
4. International SOS Services
5. Register with MFA
6. Travel Documents
7. Overseas Trip Notification (MINDEF)
8. Health Check-Up & Medications
9. Accommodation
10. Money & Currency
11. Know The Local Conditions and Customs
12. Minimising Jet Lag
Before you leave: 
Post-decision Questionnaire via GEM Mobility Portal

- **MUST** complete the following Questionnaires via GEM Mobility Portal Link: [https://gem.ntu.edu.sg/](https://gem.ntu.edu.sg/)

<table>
<thead>
<tr>
<th>Questionnaire Name</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEM Explorer: Emergency Contact Information (Version #8)</td>
<td></td>
</tr>
<tr>
<td>GEM Explorer: Flight Information (Version #10)</td>
<td></td>
</tr>
<tr>
<td>GEM Explorer: Host University Acceptance Letter (Date Received) (Version #13)</td>
<td></td>
</tr>
<tr>
<td>GEM Explorer: Withdrawal Form (if applicable) (Version #5)</td>
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</tbody>
</table>
Before you leave: Risk Assessment

- Go through the GEM Explorer Overseas Travel Guide and Checklist, which can be found in the GEM Explorer website > Student Resources.

- Complete the Risk Assessment Checklist to assess potential health, safety, crime, and political instability factors in the countries where you intend to travel.

- Read thoroughly the Travel Guide for information that will be helpful throughout the different phases of your exchange journey.
Risk Assessment: Take Note of the Following:

- Travel Risks: health risks, safety risks – crimes, violence, unrest, or natural disasters (Check ISOS for alerts)
- Risks involving personal travel before actual start of exchange programme e.g., local insurance coverage not enforced
- Non-familiarity with local rules, regulations and laws
- Financial Risks due to pre-existing condition not covered under group insurance
- Travel Ban
- Required Courses Not Available
NTU Group Travel Insurance is **MANDATORY**.

Under the Group Travel Insurance, risk exposure is mitigated and an enhanced coverage is provided. **Students will be advised on the premium to be paid via One Stop @ SAC by OGEM within these two weeks.**

Please refer to the following link for more information regarding the Group Travel Insurance scheme:

https://www.ntu.edu.sg/OneStop/OurServices/Insurance/Pages/Travel-Insurance.aspx

Is Health Insurance required by your Host University apart from Travel Insurance? (eg. Dong-A, Aarhus, TUM...)

Does your Host University require you to purchase insurance from them? (eg. Queens, UCLA...)
Before you leave: International SOS Services

NTU Membership: 02AYCA089601

- Download mobile app ‘International SOS Assistance’
- Read country profiles and travel advisories on website https://www.internationalsos.com
- Important Numbers
  - Tel: +65 6338 7800 (Call to Singapore. Request for call collect if using land line)
- 24/7 Assistance Centres. Refer to iSOS website for centre numbers.
- Authorized Personnel: Ms Pauline Ho, Ms Anna Guerrero, Ms Priscilla Phang
- Outpatient Handling Fee, please take note! $USD 215
- Handling fee is not covered by insurance, hence have emergency funds ready.
Before you leave: Register with MFA

• Download ‘SGSecure’ app

• eRegister with MFA

• Ensures quick retrieval of vital information on the whereabouts of Singaporeans to be contacted for assistance in times of crisis such as civil unrest or natural disasters.

• The MFA will be able to contact Singaporeans in affected areas in the shortest possible time.

• Read Travel Notices & Updates
**Before you leave: Travel Documents**

<table>
<thead>
<tr>
<th>Passport</th>
<th>Air tickets</th>
<th>Visas</th>
<th>Itinerary</th>
</tr>
</thead>
<tbody>
<tr>
<td>• validity - at least 6 months prior to entering foreign country is necessary</td>
<td>• Confirm all air and transport tickets and schedule</td>
<td>• Ensure you have all the visas for the countries you plan to visit. Obtain them in advance from Singapore before departure</td>
<td>• Leave a copy of your schedule with your family and how you may be contacted</td>
</tr>
<tr>
<td>• Loss of Passport Abroad - Report incident to local police and nearest Singapore Mission for replacement. Update GEM Explorer</td>
<td>• Bring a photocopy</td>
<td></td>
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<tr>
<td></td>
<td>• Take note of arrival time, especially at night (past midnight)</td>
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</tr>
<tr>
<td></td>
<td>• Check your airline baggage allowance</td>
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<tr>
<td></td>
<td>• Allow ample traveling time before check-in time</td>
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<tr>
<td></td>
<td>• When possible, travel in groups</td>
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</tbody>
</table>
Study period for exchange > 3 months => Application: Residence Permit (ST1 form)

- Proof of financial ability to support your stay and study; as of Apr 2017 min. of DKK 6015 (~S$1210)/month; proof of financial ability for 6 months necessary for exchange

- Open a case order ID before submission of application; appointment is required for application submission; fees (open case ID + consular fee) add up to about S$760

- You must have obtained your residence permit before entering Denmark

Please ensure that you keep a soft copy (take photo or scan), or photocopy after you got your Letter of Participation endorsed and have it with you during your full exchange period and travel.

Letter of Participation can be downloaded via Student Resources [https://global.ntu.edu.sg/GMP/gemexplorer/BeforeApplying/Pages/BrochuresStudentResources.aspx](https://global.ntu.edu.sg/GMP/gemexplorer/BeforeApplying/Pages/BrochuresStudentResources.aspx) for your completion and bring to our office/through email for endorsement after receiving the Acceptance/Offer Letter)
Before you leave:
VISA for [FINLAND]

• You will need to apply for a Student Visa. You will be advised by the host Universities on how to apply for the Visa upon receiving the Acceptance/Offer Letter.

• For more information, you can refer to the following:

• Application for Residence Permit: https://enterfinland.fi/eServices/info/studypermitt & https://um.fi/residence-permits-to-finland

• Proof of medical/accident insurance to cover length of stay (You can provide the NTU Group Travel Insurance COI and policy cover details)

• Must show evidence of sufficient funds

• Letter of Participation from NTU is required.

• **Processing time: approx. 1 month and it could be delayed if there is incomplete application**

Apply and pay visa fees of €300 to €360 as soon as possible.
Apply for a residence permit before you go to Finland.
Please ensure that you keep a soft copy (take photo or scan), or photocopy after you got your Letter of Participation endorsed and have it with you during your full exchange period and travel, including your Acceptance Letter/Email.

Letter of Participation can be downloaded via Student Resources https://global.ntu.edu.sg/GMP/gemexplorer/BeforeApplying/Pages/BrochuresStudentResources.aspx for your completion and bring to our office/through email for endorsement after receiving the Acceptance/Offer Letter)
Before you leave:
VISA for [IRELAND]

To find out if you need a visa, you can click on this link

If your passport is from Singapore, you are not required to get a visa.

When you arrive at the airport, they will ask you for your Letter of Acceptance, your passport and your visa (If a visa was needed).

They will put a stamp on your passport. This stamp will have a date on it. You must register with the Immigration Office in the city before this date.
Before you leave:
VISA for [NETHERLANDS]

- MVV-provisional residence permit (long-stay visa and/or a residence permit) is required: https://www.netherlandsandyou.nl/travel-and-residence/visas-for-the-netherlands/long-stay-visa-mvv and the application will be initiated by host university.

- Financial proof would be required for students. Note of the minimum amount required by the host university

- Students who are Chinese Nationals are required to apply for Nuffic Certificate prior to MVV application: https://www.nuffic.nl/en/#tab-visa-requirements
Before you leave:

VISA for [NORWAY]

- You will need to apply for a Student Permit (Residence Permit). You will be advised by the host Universities on how to apply for the Visa upon receiving the Acceptance/Offer Letter.

- General information about visiting Norway: https://www.norway.no/en/singapore/services-info/visitors-visa-res-permit/

- Information about holding a study permit: https://www.udi.no/en/want-to-apply/studies/studietillatelse/?c=sgp

- **Fees: (~SGD310);** Processing time: approx. 2 months

- Proof of financial means is required: **Approx. NOK 206,000**

Please ensure that you keep a soft copy (take photo or scan), or photocopy after you got your Letter of Participation endorsed and have it with you during your full exchange period and travel, including your Acceptance Letter/Email.

Letter of Participation can be downloaded via Student Resources https://global.ntu.edu.sg/GMP/gemexplorer/BeforeApplying/Pages/BrochuresStudentResources.aspx for your completion and bring to our office/through email for endorsement after receiving the Acceptance/Offer Letter.
Before you leave:
VISA for [SWEDEN]

1. Prepare the required documents and apply online
   https://www.migrationsverket.se/English/Privateindividuals/Studying-in-Sweden/Universities-and-university-college/How-to-apply-for-the-firsttime.html

2. Receive an notification email from Embassy on the outcome

3. Schedule an appointment to collect the residence permit/decision according to notification email
   - Visa Fee: SEK1,000 (~$150)
   - Apply as soon as possible: Visa Processing Time: 1-3 months

Please ensure that you keep a soft copy (take photo or scan), or photocopy after you got your Letter of Participation endorsed and have it with you during your full exchange period and travel.

Letter of Participation can be downloaded via Student Resources
https://global.ntu.edu.sg/GMP/gemexplorer/BeforApplying/Pages/BrochuresStudentResources.aspx for your completion and bring to our office/through email for endorsement after receiving the Acceptance/Offer Letter)
Before you leave:
Overseas Trip Notification (MINDEF)

- Apply for your Exit Permit, if necessary.
- NSmen and Regulars only
- NS Portal – www.ns.sg
Before you leave: Health Check-up & Medications

• Does your Host University require a medical check-up?

• Recommended to take a health check-up in Singapore as medical care abroad is costly.

• Does the area that you travel to require any type of vaccinations required? Eg. Typhoid, Tetanus…

• Extra supplies of regular medications. Bring ORIGINAL doctor’s prescription for customs clearance.
Before you leave: Accommodation

- Are you staying on-campus or off-campus?
- Have you secured your accommodations?
- Book accommodation as early as possible
- If you are considering off-campus accommodations, check with seniors who have been on exchange in the same area/school previously
Before you leave: Money & Currency

• Check on local **currency regulations**. The country you are visiting might require a currency declaration upon arrival and departure.

• Ensure that you have **enough funds** for the entire stay, including extensions.

• Check if it’s possible to **open a local bank account** in host country.

• Carry **some local currency** of your host country and do not carry too much cash.

• Use of credit cards. **Activate debit/credit card** for overseas use. Keep all receipts in case of fraud.

• Use of travelers' cheques. Keep a separate record.

• **Departure Taxes** (if applicable). Ensure you have **enough local currency to pay this tax** before departing the country.
Before you leave: Quick Tips

- Pack appropriately for the **weather** conditions.
- Monitor **media reports** on your destinations.
- Be **sensitive to local customs** and dress codes.
- Use good judgment. If in doubt, consult your buddy, group leader or host coordinator.
- Do not hitch-hike. It is not a safe way of travelling.
- Bring suitable power adaptors. Do you need laptops?
- Store local emergency numbers
- **Store soft copies of your** passport, visa, identity cards in **secured** but **easily retrievable platforms**
- When travelling, be more **aware of your surroundings and belongings**.
Before you leave: Know The Conditions and Customs

• Comply with local laws concerning alcohol consumption, driving, protection of wild life etc.,

• Take note of amount of alcohol intoxication that would result in legal implications and/or compromise your welfare and safety.

• Do note that Singapore has very strict laws on controlled/illegal drugs. Cannabis is illegal in Singapore but legal in Canada, some states in the US and some parts of Europe and Asia.

• The possession and consumption of illegal drugs outside of Singapore by Singapore citizens and Permanent Residents are still considered offences punishable by Singaporean law.
OGEM STRICTLY ADVISE AGAINST:

- OGEM/NTU strictly advise against use of any controlled/illegal drugs.
- This is crucial for all outbound exchange students to note, as the consequences are severe:

  Imprisonment for up to ten (10) years;
  A fine of up to (but not more than) S$20,000;
  Or both of the above penalties.
WHILE YOU ARE THERE...
WHILE YOU ARE THERE...

1. GEM Mobility Portal
2. Be An Ambassador for NTU
3. Academic Matters
4. Personal Safety and Security
5. Chain of contact
6. Sanitary and Health Conditions
**White you are there:**

**Post-decision Questionnaire via GEM Mobility Portal**

- **MUST** complete the following Questionnaires via GEM Mobility Portal Link:
  
  https://gem.ntu.edu.sg/
While you are there:
Be An Ambassador for NTU

• Be punctual for classes and participate fully in official activities ie. Study Abroad Fair
• Do not miss classes without valid reasons.
• Exhibit ambassadorial qualities as you represent NTU and Singapore.
• Attend Host University’s Orientation
• Seize any opportunity to promote NTU and Singapore to your new friends
• When travelling, surround yourself with people you can trust. Keep your families updated of your whereabouts.
• **Be alert** and ensure you don’t lose any of your travel documents.
While you are there:
Be An Ambassador for NTU

GEM Trailblazer Brochure

IT'S A BIG ASIA
MADE FOR
BIG DREAMS

Exchange Info Sheet

Dear Prospective International Exchange Students,

The faculty, staff and students at Nanyang Technological University, Singapore (NTU) invite you to be a citizen and helpful in their home garden campus for your semester-long experience in April 2020.

We understand that choosing the right university is not an easy decision, and your choices and expectations can be overwhelming challenges. It is an exciting time, but as an international student, you are encouraged to meet new people from around the world to share ideas and create new friendships. NTU offers a comprehensive and innovative approach to education and research that will help you reach your future goals and inspire you to make your full potential in an entrepreneurial and technology-based world.

The Nanyang Technological University offers you a unique opportunity to learn how to adapt and think on your own. It is also the perfect 'soft landing' in the heart of a dynamic and fast-paced region and a great jumping-off point to explore the many cultures, languages and diverse surrounding Singapore, which includes India, China, Malaysia, and Thailand.

We invite you to join GEM Trailblazer Exchange and be part of our dynamic and diverse global community. Read on to find out how you can apply for a short immersion with Nanyang Technological University, Singapore.

Welcome to the start of an exciting journey of learning and self-discovery!

Your sincerely,

Yeo Cheng Wei Eng
Director
Office of Global Engagement and Mobility
Nanyang Technological University, Singapore
While you are there:
Academic Matters

• Add courses **only after you have obtained school’s approval**.

• Dropping courses. Check if this will affect your **visa status**. There is a minimum number of credits/courses required tagged to your student visa/ stay in the country. Do not compromise your stay by taking less courses than required.

• Students are required to complete the full exchange programme at the Host University including examinations.

• Successful completion of program is needed for credit transfer. Your personal trips should not jeopardize your studies.

• NTU course registration for the new semester.
Avoid isolated, unfamiliar places, or places with a high crime rate.

Plan carefully. Bring enough cash for the day. Do not flaunt expensive jewellery.

Travel in groups. Watch out for each other.

Share the driving load. Note local norms.

Always work within the legal framework of the host country. If in doubt, try to give in even if it costs more money.

**Alcohol, Drugs, Sex**

**Misuse of Drugs Act (CHAPTER 185)**

Consumption of drug outside Singapore by citizen or permanent resident 8A.—(1) Section 8(b) shall have effect in relation to a person who is a citizen or a permanent resident of Singapore outside as well as within Singapore where he is found as a result of urine tests conducted under section 31 to have smoked, administered to himself or otherwise consumed a controlled drug or a specified drug.

(2) Where an offence under section 8(b) is committed by a person referred to in subsection (1) in any place outside Singapore, he may be dealt with as if that offence had been committed within Singapore.
1. While it is good to make new friends during your exchange, please remain vigilant if you plan for weekend travel together. Surround yourself with people you know very well and trust.

2. Learn to keep a distance and be more cautious of the kind of information you share.

3. Always keep your families and trusted friends of your whereabouts and travel plans.
While you are there: Chain of contact

Nominate a leader!

1. As most of you may be heading to the same host university, it may be helpful to form a common group chat

2. Nominate a leader and a deputy for your host university group

3. Inform GEM Explorer!

4. The leader and deputy will be the point of contact for OGEM
Who to contact should something unexpected happen??

1. Assess the seriousness of the situation
2. Always keep your family updated!
3. Inform your Host Coordinator and then GEM Explorer!
While you are there: Chain of contact CONT’

IMPORTANT Contacts you MUST have!

1. Your Host University’s Emergency Number
   (Please get hold of this number as soon as you arrive at your Host University)

2. Insurance 24/7 Hotline
   (You will be informed once the travel insurance details are confirmed.)

3. International SOS: +65 6338 7800
   (NTU Membership No.: 02AYCA089601)

4. GEM Explorer Hotline: +65 6790 5878
   (working hours only)

5. Ministry of Foreign Affairs: +65 6379 8800 / 8855
   (24-hour hotline)
While you are there: Sanitary and Health Conditions

- Know your body and watch what you eat
- Bring a basic first-aid kit.
- If possible, avoid contact with wild birds and animals.
- Wash your hands regularly with soap and water.
- Overseas Singaporeans Networks
  - SIF (www.sif.org.sg)
  - Overseas Singaporean Unit (www.overseassingaporean.sg)
WHEN YOU RETURN TO NTU...
When you return to NTU...

1. Academic Transcript and Credit Transfer
2. Pay Outstanding Fees
3. Stay Involved and Spread the Word
4. Share your journey
When you return to NTU: Academic Transcript & Transfer of Credit

- **Different system** for issuing transcript. Some universities send transcripts to NTU directly (i.e. Berkeley). Others require you to order the transcript (i.e UCLA).

- Mailing address to indicate OGEM’s office:
  
  Office of Global Education and Mobility  
  Nanyang Technological University  
  42 Nanyang Avenue,  
  Student Services Centre, Level 1,  
  Singapore 639815

- If transcript is sent to OGEM, you will be notified by One Stop when it is ready for collection. If transcript is sent to you directly, **please send OGEM a copy for verification purposes**.

- Upon receiving your transcript, kindly upload it onto the system via GEM Mobility Portal for credit transfer. You would be informed on the instructions in due course.
When you return to NTU:
Pay Outstanding Fees

• Transcript may be **withheld** if you have **outstanding fees** owed to the Host University or service providers.

• Double-check your library, telephone and rent accounts.
• Keep up the international outlook and spread the experience to your juniors.

• Participate in outreach activities such as information sessions, GEM Fair and buddy programs

• Join GEM Club! – note that auto membership to all GEM Explorers.

SPREAD THE WORD
When you return to NTU: Share your journey

• Pay it Forward - You are required to fill-up a survey form when you return. These information will greatly help OGEM to review the programme and continuously improve to benefit NTU Students even more!

• Photos! Snap away! Good photos may be showcased!
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When you return to NTU...

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• Stay Involved and Spread the Word
• Share your journey

Summary
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• **Central Narcotics Bureau on Misuse of Drugs Act**
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WE WISH YOU A PLEASANT JOURNEY~