GEM Discoverer Request for Certification Letter

APPLICANT INFORMATION

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<tr>
<th>MATRIC NUMBER</th>
<th>NAME</th>
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<th>NATIONALITY</th>
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<tr>
<th>☐ FEMALE</th>
<th>☐ MALE</th>
<th>NRIC / ID</th>
<th>PHONE</th>
<th>CGPA</th>
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COLLEGE: SCHOOL: COURSE:

HOST UNIVERSITY: AY/Semester Allocated:

IMPORTANT NOTES:
- Submission can only be made to the GEM office between 9.30am-12.30pm.
- Submission will be processed in 10 working days from the date of submission. Incomplete appeal submission will not be considered.

DECLARATION

I confirm that the particulars and information furnished by me in this form, and any accompanying documents are true and accurate to the best of my knowledge.

_________________________________________                                          ___________________
Applicant Signature                                    Date
REQUEST FOR CERTIFICATION APPLICATION

Please select one option below:

☐ National Service Duty
   • Student requires official letter from OGEM for deferment purposes.
   • Attach the SAF 100 to this form. (The SAF 100 can be retrieved from the www.NS.sg website)
   • Note that you cannot apply for deferment if you have been notified of the National Service Duty before applying for the GEM Discoverer programme.
   • The letter provided by OGEM will only state that you are participating in a particular programme. (It will not request for deferment from NS duties and is only meant to support student’s request for deferment.)
   • Approval of deferment from NS duties will be subjected to MINDEFs approval and OGEM cannot further assist students if their deferment application is rejected.

☐ Visa/Immigration Issues

☐ Others:
   _________________________________________________________________
   _________________________________________________________________
   _________________________________________________________________
   _________________________________________________________________
   _________________________________________________________________

Applicant name ___________________________ Signature ___________________________ Date ____________

APPROVAL (FOR OFFICIAL USE)

☐ Approve   ☐ Reject

By (Associate Provost, Undergraduate Education) ___________________________ Signature ___________________________ Date ____________

ADMINISTRATION AND PROCESSING (FOR OFFICIAL USE)

Received Date: ___________________________ Signature ___________________________ Date ____________

Student Notified Date: ___________________________ Signature ___________________________ Date ____________

Office of Global Education & Mobility ___________________________ Signature ___________________________ Date ____________
Mode of Submission

Print the completed form and submit it with supporting document (if any) **personally** from Mondays to Fridays (except Public Holidays) between **9.30am** and **12.30pm** to the following address.

GEM Discoverer  
Office of Global Education & Mobility  
Nanyang Technological University  
42 Nanyang Avenue (Student Services Centre, Level 1)  
Singapore 639815

*Forms submitted via mail and email will not be processed.*