



Air Transport Training College

Professional Development Centre of the Singapore Institute of Aerospace Engineers

International Student Application

International Student Application

New applications must be submitted at least two months from the course commencement date. Interested applicants need to scan and email us all the academic qualifications (certificates and transcripts) with the application form (<http://atc.edu.sg/student-information/application-form/>) and a passport size photograph to enquiry@atc.edu.sg. Attention: Sales & Marketing Manager.

Note: Applicants are not required to be present in Singapore while their applications are being considered. . Successful applicants will be informed and notified via either email or telephone. Applicants may enter Singapore to complete the formalities after their applications have been approved by the Singapore Immigration and Checkpoint Authority (ICA). They will be issued with Student's Passes within one month

Student Pass Approval by ICA and Course Acceptance by Air Transport Training College

All international students will receive the followings documents:

- Letter of Offer
- Standard Student Contract
- Acceptance of Offer Form
- Admin and Payment Instructions

Basic Documents Required

- Completed Training College Application Form
- 2 copies of Form 16 and Form V36 duly completed and signed by applicant at the relevant sections (The first set of forms must be original. The second set may be photocopies of the original set)
- 6 recent passport-sized colour photographs
- Photocopy of valid passport
- Photocopy of personal particulars pages of applicant's travel document
- Applicant's official birth certificate and an English version notarised
- Applicant's highest education certificates and an English version notarised
- Applicant's result transcripts/school report book and an English version notarised

Note: Refer to International Student Checklist (<http://atc.edu.sg/wp-content/uploads/2014/01/International-Student-document-checklist-dated-07022013.pdf>)

The following additional documents are required if:

1. Applicant is a national from the visa-required countries
 - Photocopy of documentary proof of financial ability in the form of bank statements/fixed deposit accounts/saving account.
2. One of the applicant's parent's/step parent's is a Singapore Citizen/Singapore Permanent Resident
 - Photocopy of parent's/step parent's official marriage certificate/divorce certificate and applicant's custody paper, where applicable.
 - Photocopy of parent's/step parent's highest educational certificate.



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- Parent's/step parent's letter of employment (letter should state date of commencement of employment, designation, and salary per month) or copy of Business Registration Certificate (Instant Computer Printout) if applicant's parent/step parent is self-employed. These documents should not be issued more than 1 month ago.
 - Parent's/step parent's monthly CPF contribution for the past 12 months.
 - Photocopy of parent's/step parent's Income Tax Assessment Notices for the past 3 years
3. Applicant's spouse is a Singapore Citizen/Singapore Permanent Resident
- Photocopy of spouse's marriage certificate/divorce certificate, where applicable.
 - Photocopy of spouse's highest educational certificates.
 - Photocopy of spouse's letter of employment (letter should state date of commencement of employment, designation, and salary per month) or copy of Business Registration Certificate (Instant Computer Printout) if applicant's spouse is self-employed. These documents should not be issued more than 1 month ago
 - Spouse's monthly CPF contribution for the past 12 months
 - Photocopy of spouse's Income Tax Assessment Notices for the past 3 years.

Note: Successful applicants are required to produce all original copies of their basic and supporting documents for verification when they report to the College.



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Application Fees

Application fees payment of SGD535.00 (inclusive of 7% GST). Bank Draft should be made payable to Air Transport Training College.

Tuition Fee

All international students have to make payment for the full course fee (inclusive of 7% GST) to Air Transport Training College's Escrow Account upon approval from Singapore Immigration and Checkpoint Authority (ICA).

Security Deposit

With effect from year 2009, all international students have to pay for their own security deposit, if applicable.