

Cambridge-CARES Studentship Scheme

Useful contact details

- CARES C4T Senior HR Executive (Ms Leong Xiang Ning) leong.xiang.ning@cares.cam.ac.uk – for support with process and move to Singapore
- CARES C4T Admin Assistant (Ms Khatijah Yusof): khatijah.yusof@cares.cam.ac.uk – for expenses claims via the Singapore office and stipend queries when in Singapore.
- CARES Cambridge Co-ordinator (Ms Elana McNaught) elana.mcnaught@admin.cam.ac.uk – for queries on Leave to Work Away or other Cambridge matters

Summary of course

Normally students on the Cambridge-CARES Studentship Scheme are resident in Cambridge for their Year 1 studies and then move to the CARES facilities in Singapore for their Year 2 and 3 studies.

Students remain registered with the University of Cambridge throughout the scheme. All assessment will be done by the University of Cambridge. The eventual degree awarded will be from the University of Cambridge. The move to Singapore at the end of Year 1 is dependent on the satisfactory completion of the mandatory probationary assessments (details of which will be given by the student's Department on arrival in Cambridge) and on Leave to Work Away permission being granted (see below).

Residence in Cambridge

Graduate students must be resident in Cambridge for a minimum of three terms during their course. The relevant Degree Committee should be consulted for any additional restrictions. Leave to Work Away permission must be sought from the Degree Committee before leaving Cambridge – this is done via the Self-Service section of CAMSIS. This is important to do, as the Leave to Work Away permission will trigger the waiver of the university fees during the time spent in Singapore (see below).

Further information: <http://www.cambridgestudents.cam.ac.uk/your-course/graduate-study/your-student-status/leave-work-away-cambridge>

Funding in Cambridge

If the student is not self-funding, then stipend (if funded from via an industry partner agreement with CARES) will be paid via the University of Cambridge payroll on a monthly basis.

University fees (to cover tuition and college fees) are due during the time spent in Cambridge. How these are paid will depend on the individual funding situation of the student – see your funding letter for details.

Funding in Singapore

CARES funding is available for up to two years, whilst the student is based in Singapore.

The CARES funding will be paid directly to the student in Singapore dollars.

The current rates are a monthly SGD2500 stipend and a monthly SGD375 travel allowance, which is paid with your stipend. In addition, funding is available to cover required travel to and from the UK for research purposes.

University of Cambridge fees are waived during the period the student is in Singapore, provided they have acquired the proper Leave to Work Away permission (see above). Please ensure Elana is aware of your Leave to Work Away submissions so she can ensure the fee waiver is properly applied in Student Registry.

Visa for Singapore

The CARES Office in Singapore will assist the student in applying for a suitable visa for their time in Singapore. This will either be a Student Pass or Training Employment Pass, depending on individual circumstances. Visa applications need to be made 3-4 months prior to arrival and so will be made during the Lent or Easter Term of the student's first year. Please note that if your visa application is rejected by the Singapore authorities, CARES will appeal if possible. However, if it proves impossible to obtain a valid visa for you, you will be

automatically withdrawn from the CARES scheme as you will not be able to complete the Singapore residency requirement.

Tax in Singapore

The student stipend will not attract tax in Singapore, so if this is the student's only income they will not have a tax liability in Singapore under the current laws. However, if they have significant additional income from other sources, they may wish to consult a tax advisor.

Health insurance in Singapore

CARES arranges group health insurance for Cambridge CARES students for Singapore-based healthcare during their two year residency period. Xiang Ning will provide you with the appropriate forms. Please note that whilst Singapore has a very high standard of healthcare, treatment for certain conditions (particularly mental health conditions and some specific infectious conditions such as HIV and TB) may not be as easily accessible as in the UK. If you have an ongoing condition and are concerned about the availability of treatment, please seek confidential assistance from Xiang Ning as early as possible.

If the student will be in Singapore for less than three months in one block, application for University travel insurance can be made online via

<http://www.admin.cam.ac.uk/offices/insurance/travel/students/bgs/index.html> .

Accommodation in Singapore

There are a number of student accommodation options in Singapore. Details are available from the CARES office in Singapore and will be provided to students accepted onto the scheme.

Affiliation with partner universities in Singapore

It may be possible to arrange a student affiliation with one of the partner universities in Singapore, which gives access to a student visa, library and leisure facilities and may allow access to university accommodation (subject to availability).

NUS: The student will need to apply three months before starting their research period in Singapore.

For more information: <http://www.nus.edu.sg/registrar/edu/ng.html>

The student must submit an online application to NUS via: <https://myaces.nus.edu.sg/ngAdmForm/>.

Templates are available for some of the supporting documents that need to be uploaded.

Settling in allowance: It is possible for students on the Cambridge-CARES Studentship Scheme to apply for a settling in allowance to cover costs of moving to Singapore. At present the maximum allowance is SGD2000. In the first instance, students interested in applying for this allowance should contact the CARES Office. Alternatively, university guest accommodation can be arranged for the first month of residency in Singapore, which will be paid for by the programme. Students that take the settling in allowance are not eligible for the guest accommodation and vice versa.