

ITE SPECIAL COLLEGE ADMISSIONS SCHEME (SCAS)

Frequently Asked Questions (FAQs) for Students

General

1. What is the ITE Special College Admissions Scheme (SCAS)?

The ITE SCAS considers students with special talents and achievements in the areas of sports, performing & visual arts, leadership & entrepreneurship and, course-related skills for admission into ITE full-time *Higher Nitec* and *Nitec* courses at the 3 ITE Colleges, namely ITE College Central, ITE College East and ITE College West, instead of solely on their GCE 'N' or 'O' level examination results. Final year secondary school students can apply for full-time *Higher Nitec* and *Nitec* courses before they sit for their GCE 'N' or 'O' level examinations, and be given conditional offer if they are selected. Those students who are selected under the "course-related skills" area may be given confirmed offers for the courses of their choices.

Application Process

2. When does a student submit his application for a course under SCAS?

An applicant can submit an on-line SCAS application between **Mon 27 June 2016 and Fri 15 July 2016** via ITE Homepage (www.ite.edu.sg), if he/she wants to be considered for admission to an ITE course in the 2017 intake.

3. Can a student apply to more than one ITE College?

Yes. An applicant can apply up to a maximum of 3 course choices online.

E.g. *Nitec* in Digital Audio & Video Production at ITE College East (1st choice) and *Nitec* in Visual Effects at ITE College Central (2nd choice) and *Nitec* in Business Services at ITE College West (3rd choice).

4. What supporting documents are required when submitting the online application?

Applicants are strongly advised to attach softcopies of the documents related to their talents and achievements to support their applications when submitting **their application online between Mon 27 June 2016 and Fri 15 July 2016**.

Some examples of the documents are :

- CCA records that detail applicants' area/areas of talents and achievements including certificates of appointments or awards for their participation in various CCAs or competitions
- Letters of recommendations or testimonials from applicants' secondary school teachers or mentors
- Award certificates

Selection and Acceptance of Offer

5. How will applicants know if they are shortlisted for interview?

Applicants, who are shortlisted, will be notified via email/phone call/letter by the respective ITE Colleges about the dates for interviews.

6. What supporting documents must the applicants submit during the selection interview?

Applicants, who are shortlisted, are required to submit photocopies of the following documents when they report to the ITE College for interview.

a) **NRIC (front and back)/Student Pass**

b) **Examinations Results**

- Latest Sec 4 school examination results (for Sec 4E/4N students without GCE examination results)

- Latest Sec 5 school examination results (for Sec 5N students without GCE examination results)

- GCE 'N'/O' examination results if applicable

c) **CCA records**

d) **Relevant certificates(s) of achievements**

7. How will applicants be selected for courses under the SCAS?

Applicants will be assessed on their suitability and motivation for admission to the course applied for, based on their CCA records, personal portfolio of achievements and performance at interview. Successful applicants are also expected to pass the colour appreciation deficiency test and/or medical check for admission into selected courses, where applicable.

8. How will the applicant know the result of the online SCAS application?

The applicant can check the application outcome online between **Mon 24 October and Mon 31 October 2016** using his/her given login ID and password.

9. How does the successful applicant indicate acceptance of SCAS offer?

The successful SCAS applicant will receive a Letter of Offer from the ITE Admissions Department. He/she has to accept the offer online within the acceptance period (between **Mon 24 October and Mon 31 October 2016**) with the given login ID and password. A course offer that is not taken up by the deadline given, will lapse.

10. How do I accept the course offer?

To accept the course offer, you are required to provide the following information:

(1)	Parent(s) / guardian particulars (if you are not staying with your parent(s), please provide your guardian's particulars)	Fields required are: 1) Name 2) NRIC / FIN 3) Citizenship 4) Contact No. 5) Email (optional)
(2)	No. of family members in your household (including yourself)	-
(3)	Total gross household monthly income	In Singapore dollars and round-off to the nearest hundred
(4)	Details of personal health condition	-
(5)	Details of personal particulars	Birth Country, Marital Status, Religion, House Type

Details on the steps to accept the course offer can be found at <http://www.ite.edu.sg/admission/ft/results.html>. You are advised to get the relevant information ready before proceeding to accept the course offer. If you do not provide the required information in order to complete the course acceptance, you are deemed to have withdrawn from the course which you have been offered and your training place will be forfeited.

11. After accepting the offer, can the applicant withdraw his acceptance of the SCAS offer?

Yes. The SCAS applicant can write to the ITE Admissions Department (Full-Time Programmes) and submit the withdrawal letter in person at ITE HQ Customer & Visitor Centre (2 Ang Mo Kio Drive, S567720) to withdraw from his accepted course.

12. Can an applicant appeal if he is unsuccessful for his application under the SCAS?

An applicant, who is not given an course offer under SCAS, may apply for admission into ITE courses during the regular intake exercises.

After Acceptance of Offer

13. When will the SCAS applicant who had accepted the conditional offer, know if his acceptance to the course is confirmed?

Based on the actual GCE results, an applicant's place in ITE will only be confirmed if he/she meets the minimum entry requirements (where applicable) for the offered course. He/she should not participate in the regular intake exercises as he has already been given a place in an ITE course. If the applicant does not meet the minimum entry requirements of the offered course, the conditional offer will lapse and he may apply for other courses via the regular intake exercises. Letters will be sent to notify the applicants of the final status for the conditional offers after the release of the 2016 GCE results.

14. Is there any condition for acceptance of a course offer?

For students who are offered a place via their non-academic achievement in the areas of Sports, Performing & Visual Arts and Leadership/ Entrepreneurship, they will be required to contribute in the same CCA or similar CCA offered at their ITE College of study during their 2-year training.

15. Must I apply for deferment from National Service (NS) in order to study in ITE?

National Service (NS) liable males who wish to pursue full-time ITE courses in 2017 and were born in the year 1997 or earlier (for Secondary 4 Express and Sec 4 Normal Stream students) or born in the year 1996 or earlier (for Secondary 5 Normal Stream students) will have to check their eligibility for NS Deferment at the Central Manpower Base (CMPB). Only those who are eligible for NS deferment will be allowed to enrol in the course.

16. Is there any refund of fees if I decide to withdraw from the *Nitec/Higher Nitec* course?

Refund of fees is not an automatic process. Applicants must apply for refund before ITE will process the request. Fees may be refundable under the following conditions:

Date of Application for Refund	Amount of Refund
2 weeks or more before start of course/term	100% refund
Less than 2 weeks before start of course/term	50% refund
After start of course/term	No refund

17. Where can an applicant obtain more information on the SCAS?

Details on SCAS are posted on ITE Homepage (www.ite.edu.sg). Interested applicants may also approach the ITE Colleges or contact ITE Customer Service Centres on Tel : 6590 2211 (ITE College Central); 6590 2262 (ITE College East); 6590 2628 (ITE College West) for more information.