

DECLARATION OF UNDERTAKING BY STUDENT

Name:	NRIC/FIN No.
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- 1) I affirm that all the statements and information given to Singapore Polytechnic (SP) in my application for enrolment into the course of study are true and accurate to the best of my knowledge. The documents which I have submitted are my own, and are the certified true copies. I have not deliberately omitted any relevant fact. Should I be admitted to SP on the basis of information given which may turn out to be false or inaccurate, I understand that I will render myself liable to appropriate action, including civil action, dismissal from course, forfeiture of fees, fine, and other disciplinary action.
- 2) If I have accepted the offer, I agree to abide by any/all SP rules and regulations (available in the [PACE Student Handbook](#)) that are enforced from time to time, with regards to my conduct and study. I am fully aware that failure to do so may result in my dismissal. If admitted, I will behave honourably and endeavour to maintain and raise the good name of SP.
- 3) I declare that I am physically and mentally fit to pursue the course and should the contrary be proven to be true through medical reports, I will be withdrawn from the course.
- 4) I undertake to absolve SP, its servant and/or agents from any claims arising out of any injury, loss or damage caused to myself during the period of any training, workshop assignment, or industrial or ship visits which may be assigned to me during the course of study at SP.

I further undertake to indemnify SP against all claims which may be made against it by reason or in connection with:

- (i) Any damage to property whether of the company, an employee of the company, the student or a third party.
- (ii) Any damage, injury, illness, or accident (whether fatal or otherwise) caused to any person, whether an employee of the company, the student or a third party, being damage to property, injury, illness, or accident (whether fatal or otherwise) occurring to any person which is caused by the student or is the direct consequences of the provision of such facilities mentioned above.

- 5) Should I be pursuing other course(s) of study whilst studying in the SP, I undertake to ensure the following:-
- (i) To inform SP about it.
 - (ii) Should the course(s) of study has/ have its fees subsidised by the Ministry of Education in the form of course fee subsidy or scholarships, I will pay the full course fees for the course of study in SP. This is applicable to Singapore PR only.
 - (iii) I will not make any requests to SP to change my time-table or exam schedules should they clash with my other course(s) of study.
- 6) I will endeavour to complete the course of study in the SP to the best of my abilities.
- 7) I understand that any personal data that I provide to SP or that arises or is collected by SP during my course of study will be treated as **Confidential** but may be used or disclosed for the purposes set out below. Such data may include personal particulars, family data, assessment records, medical information, sound video or CCTV recordings etc. The data could be used or disclosed for the following purposes:
- (i) To facilitate the execution of activities by the Polytechnic as an academic institution in support of my learning journey.
 - (ii) To facilitate the execution of activities by the Polytechnic in dispensing its duties to ensure the safety and welfare of its staff / students and will include, but is not limited to, judicious release of information to lecturers who are teaching me.
 - (iii) Monitoring of premises and / or persons within premises for security reasons and / or to regulate student discipline or behaviour.
 - (iv) For publication in areas that is customary by educational institutions, including but not limited to awards, and other marks of distinction, and student or graduation status.
 - (v) For prescribed evaluative purpose that may include, but is not limited to, evaluation for admission to institutions of higher learning (e.g. the autonomous universities), for bursaries and other support schemes.
 - (vi) Shared with government ministries, statutory boards and agencies or external parties where SP is required to do so by law or in order to fulfil a statutory obligation or for the purpose of Education and Career Guidance (ECG).

- 8) I understand and accept that SP has the right to withhold the award or issuance of my diploma and / or certificate, in the event that I do not make full payment of any outstanding school fees, fines or penalties that I owed to SP, or do not fulfil or comply with any other punishment or orders imposed by SP.
- 9) (Applicable to Non-Singaporeans only) I understand that I must possess a valid Employment Pass / Work Permit / Dependant Pass throughout the course duration and I will bear the full risk of non-completion should my pass expire and subsequently lapse within the duration of the course. I undertake to inform PACE should I have failed to renew my pass.
- 10) I have read, understood, and will comply fully with the [SP ICT Acceptable Use Policy](#)

Signature

Date