“Honour” Declaration for Modules Completed on SEP

Undergraduate students awaiting the Partner University’s transcript for official credit transfer may complete an ‘honour’ declaration to upgrade their ModReg Seniority (e.g. from Year 2 to Year 3 seniority) during the exercise.

‘Honour’ declaration can only be made for modules completed successfully (i.e. enrolled and passed) on SEP. The modular credits (MCs) from these SEP modules will then be added to your cumulative MCs and used for assigning your ModReg Seniority priority based on the promotion rules for the next level of study.

1. Login to the NUS Student Education Records System (myEduRec) (https://myedurec.nus.edu.sg/) using your NUSNET ID and Password.

2. Select Academics followed by Global Education.
3. Click on **Submit Module Mapping** on the left-hand menu:

4. Select the approved module mappings you wish to request for credit transfer under the **Credit Transfer Request** tab in the module mapping worksheet of the overseas university you were away for the external program.
After selecting the mappings, click ‘Request for Credit Transfer’ to submit the request for credit transfer. Please note that once you have submitted the request, no further changes are allowed.

Please refer to the detailed steps below:

1. **Click on the tab ‘Credit Transfer Request’**.

2. **Select approved mappings for credit transfer**

3. **Click on ‘Request for Credit Transfer’ after selecting the approved mappings.**

**Important Note:**

This declaration is only an interim measure to adjust your ModReg Seniority. Students are still required to complete the official credit transfer process by submitting the Partner University’s transcript to fulfil their degree requirements.