BEFORE ARRIVING AT NUS

1. ACCEPT/DECLINE OFFER
*Within one week upon receiving offer email*
Access the [NUS Online Application Portal](https://example.com) to accept/decline the admission offer.

2. UPLOAD PASSPORT-SIZED PHOTO
*Within one week upon receiving offer email*
If you are accepting the offer, upload* your recent passport-sized photo via the portal. Ensure that your photo meets the photo requirements [here](https://example.com).
*wait at least 4 days before proceeding to Registration (Part One).

3. COMPLETE OVERSEAS TRAVEL DECLARATION
*30 June 2020 onwards*
Access the [Overseas Travel Declaration (OTD) System](https://example.com) with your Application Number (e.g. N000012345) and Password* to declare your travel plans.
*Forgot your password? Reset it [here](https://example.com).

In view of the COVID-19 situation, all incoming students are required to declare their travel plans in **before** they can proceed with online Registration (Part One).

4. COMPLETE REGISTRATION (PART ONE)
*30 June to 15 July 2020*
Access the [Registration System](https://example.com) with your Application Number (e.g. N000012345) and Password. You will receive your Student ID, Student PIN, NUSNET ID and default password upon completion. E.g:
- **Student ID**: starts with letter “A”
- **NUSNET ID**: starts with letter “E”
- Wait 2 days and reset your **NUSNET Password** [here](https://example.com).

Ensure that you note down your Student ID, NUSNET ID and the respective passwords for access to a variety of online resources via NUS intranet.

*For students below 18 years old*, print out the following form(s) from the “Authorisation Requirements” section and have it duly signed by your parent/guardian. Scan and email the signed form(s) to reglinx@nus.edu.sg.
- Risk Acknowledgement and Consent
- Authorisation of Medical Procedures (For International Students only)
- Appointment of Local Representative (For International Students only)
5. PAYMENT OF MISCELLANEOUS STUDENT FEES (MSF)

Prior to Registration (Part Two)

Access Education Records System (EduRec) with your NUSNET ID and new NUSNET Password. Click here for the payment guide and refer to the table below for the correct amount to pay.

<table>
<thead>
<tr>
<th>Fees for NUSHS Students</th>
<th>Amount Payable (S$ inclusive of GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1 Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Miscellaneous Student Fees (MSF)</td>
<td>76.97</td>
</tr>
<tr>
<td>Tuition Fee (TF)*</td>
<td>636.00 per module</td>
</tr>
</tbody>
</table>

*Payment of Tuition Fees (TF) can be done after Instructional Week 2. Please check your Student Bill for the final amount.

For more information on student-related fee matters, click here.

6. RECEIVE NUS OFFER PACKAGE BY MAIL

20 July 2020 onwards

To receive your student card on time, complete Registration (Part One) by **15 July 2020**.

- Your offer package will be sent to NUS High School*.
- Your offer package will consist of:
  - NUS Student Card
  - Instruction Notes for Student Card Activation

*Please wait for instructions from Ms Celestine Arlando from the Student Affairs Office regarding the collection of your NUS offer package.

7. COMPLETE REGISTRATION (PART TWO)

20 July to 23 August 2020

Upon receipt of card, follow the instructions given to activate your NUS Student Card via EduRec.

- Navigation: Academics > Registration & Declarations > Student Card Activation
- An auto-generated email confirmation will be sent to your NUS email upon completion of the card activation*.
- You are **not required** to physically register at NUS before the start of the Instructional Period.
- Your offer will be withdrawn if you do not acknowledge receipt of your NUS student card by **23 August 2020**.

*Accidentally activated your student card or the online activation was not done by you? Inform us at reglinx@nus.edu.sg immediately.
ARRIVING & STUDYING AT NUS

8. START OF INSTRUCTIONAL PERIOD
11 August 2020 onwards (10 August 2020 is a public holiday)
Prepare for Week 1 of lessons at NUS. Access LumiNUS for course materials/announcements and refer to the NUS Academic Calendar for more information.

Check with the department administrative staff on how you can register for tutorials and/or lab groups (where applicable) on the first day of lecture.

9. SIT FOR FINAL EXAMINATION
Ensure that you are able to attend the final examinations (if any). Refer to the Examination Directory for the exact schedule and venue closer to the examination period.

COMPLETING STUDIES AT NUS

10. RECEIVE NUS TRANSCRIPT
11th calendar day from the day of results release
Refer to this link with your NUSNET ID and Password for more details.

QUESTIONS? CONTACT US AT:
http://www.nus.edu.sg/registrar/prospective-students/non-graduating/pre-university-students-from-local-institutions
nghelp@nus.edu.sg
6516 1476

All information accurate as of June 2020