

NON-GRADUATING PROGRAMME 2021/2022 SEMESTER 1

NUS H3 SCIENCE RESEARCH PROGRAMME (SRP)



BEFORE ARRIVING AT NUS



1. ACCEPT/DECLINE OFFER

Within one week upon receiving offer email

Access the [NUS Online Application Portal](#) 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](#).

*wait at least 4 days before proceeding to Registration (Part One).



3. COMPLETE OVERSEAS TRAVEL DECLARATION

12 July 2021 onwards

Access the [Overseas Travel Declaration \(OTD\) System](#) with your Application Number (e.g. N000012345) and Password* to declare your travel plans.

*Forgot your password? Reset it [here](#).

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



4. COMPLETE REGISTRATION (PART ONE)

12 to 25 July 2021

Access the [Registration System](#) 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](#)

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.

Most communications from the University to students will be via the official NUS email account. Check your [NUS email](#) regularly and be aware of the latest notices/circulars that may be posted on [myPortal@NUS](#).

For students below 18 years old, print out the following form(s) from the “View User Profile and Download Form(s)” 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. RECEIVE NUS OFFER PACKAGE BY MAIL

10 August 2021 onwards

To receive your student card on time, complete Registration (Part One) by **25 July 2021**.

- Ensure that your **mailing address** in the Registration System is correct, as your offer package will be posted to that address*.
- Your offer package will consist of:
 - NUS Student Card
 - Instruction Notes for Student Card Activation

*Change in address after completion of Registration (Part One)? Write to reglinx@nus.edu.sg and include your Student ID and new mailing address.



6. COMPLETE REGISTRATION (PART TWO)

10 to 20 August 2021

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 **20 August 2021**.

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



7. DOWNLOAD uNivUS APP

Download 'uNivUS', which includes NUSafe, from Google Play or iOS app stores.

You **are required** to sign in* the uNivUS app and comply with the following to obtain a **GreenPass** on your NUSafe app when you are on campus:

- Install the Trace Together app on your mobile device;
- Turn on the Bluetooth function;
- Connect* to NUS Wi-Fi network from your mobile device;
- Adhere to all existing requirements for a GreenPass, e.g., complete your health and temperature declaration.
- Show the NUSafe's in-app "GreenPass" when you attend/use/access in-person classes, general NUS facilities, purchase food/drinks at all on-campus food establishments, etc.

*When prompt to sign in with your organisational account, enter your **NUSNET ID** (nusstu\e0XXXXXX) and **new NUSNET password**.

ARRIVING & STUDYING AT NUS



8. START OF INSTRUCTIONAL PERIOD

23 August 2021 onwards

Inform your teacher advisor on your progress and contact him/her should you have questions regarding your research paper.



9. UPDATE MAILING ADDRESS & CONTACT DETAILS

Ensure that your personal particulars* are updated in [EduRec](#) in a timely manner.

*Click [here](#) for more information.



10. WITHDRAWAL FROM H3 PROGRAMME

If you decide to withdraw from the H3 programme, inform your School's H3 Coordinator, who will then inform the University accordingly. For withdrawal fees payable, please liaise with your School's H3 Coordinator.

Take note of the withdrawal period and the corresponding grade assignment as stated in the table below:

Withdrawal	Grade Assignment
21 August – 3 September 2021	Not applicable
4 September 2021 and onwards	"Absent" grade will be issued by SEAB



11. CRITICAL DATA VERIFICATION EXERCISE

Early October 2021 (Instructional Week 8)

Check your NUS email for emails from the Registrar's Office.

Access [EduRec](#) and ensure that all critical personal and academic-related data are correct* for the purpose of providing effective and efficient services.

*Discrepancies? Inform us at nghelp@nus.edu.sg.

QUESTIONS? CONTACT US AT:



<http://www.nus.edu.sg/registrar/prospective-students/non-graduating/pre-university-students-from-local-institutions>



nghelp@nus.edu.sg



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All information accurate as of June 2021