

## User Guide on NUS Online Application Portal for Non-Graduating (NG) Students

Welcome! This PDF serves to guide you through the steps of submitting your application.

Non-Graduating students can only choose courses from the [list of courses offered to NG students](#) and check the [NUSMods](#) for the course descriptions. Please be reminded that **not all courses** shown in the [NUSMods](#) are offered every year or open to Non-graduating students.

You may search to learn more about our research expertise by using names and disciplines to identify matching interests [here](#).

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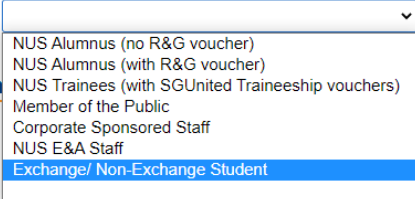
# User Guide on NUS Online Application Portal for Non-Graduating (NG) Students

## 1. Before Applying

Please read the instructions before proceeding with your application.

*\*Note: Remember to add the site <https://myapplications.nus.edu.sg> to your allowed/trusted sites in your internet browser if you are using a pop-up blocker. Also, add the domain '@nus.edu.sg' to your safe senders list in your email app.*


i) Select **Exchange/ Non-Exchange Student** from the dropdown list.


Please identify yourself: I am 

▶ Do you have question

ii) Click on **Non-Graduating Programme** to proceed.

iii) You are required to create a new account if you have not registered before.



 Login to Existing User Account

If you have an existing online application account, or have previously submitted an application via this portal, please enter your Email ID and Password that was used to create your account.

\*Email ID:

\*Password:

Login Forgot Password


Important! You will be locked out from this Portal after 7 unsuccessful attempts to login.

Click on "Register New User Account" button if you have NEVER created a User Account on the NUS Online Application Portal before.

Register New User Account

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Please note that all fields are mandatory.



## Register New User Account

Please enter the following details to register for a new NUS Online Application User Account. It is critical that you provide accurate information when registering your Account as it will be used for verification against your NUS records.  
(if you have previously registered an account, please login as an existing user)

\*Email ID:

\*Confirm Email ID:

\*Residency Status:

\*National ID Type:

\*National ID:

**Last 4 characters of your National ID (NRIC/FIN/Passport)**

\*Date of Birth:  (DD/MM/YYYY)

\*First and Middle Names:

\*Last Name/Surname:

\*Official Name:

**(as reflected in your NRIC/FIN/Passport)**

NUS Email ID

\*Password:

\*Confirm Password:

Register New User Account Back to Login Page

Register New Account		
Item	Field	Remarks
1.	Email ID	Please use your <b>university email address</b> . This will be your User Name to login to your account and for correspondence on your application.
2.	Residency Status	Please indicate if you are an <b>International, Singapore Citizen or Singapore PR</b> student
3.	National ID Type	For International Students, please choose the option ' <b>Passport No</b> ' from the dropdown list.
4.	NRIC/FIN/Passport No	<ul style="list-style-type: none"> <li>For International Students, please ensure that your passport has a valid expiry date before departing to Singapore.</li> <li>If your passport has expired and you are in the process of getting a new passport, please write your old passport number when registering a new account and contact us <a href="#">here</a> as soon as you have it.</li> <li>If you do not have a passport, please write your own national ID number when registering a new account and contact us <a href="#">here</a> as soon as you have it.</li> </ul>
5.	Date of Birth (DD/MM/YYYY)	<ul style="list-style-type: none"> <li>Please ensure that the date of birth provided is as printed on your passport and in the format DD/MM/YYYY.</li> </ul>
6.	<ul style="list-style-type: none"> <li>First (Given Name) and Middle Name</li> <li>Last Name (Family name)</li> <li>Official Name</li> </ul>	<ul style="list-style-type: none"> <li>Include your middle name as printed on your passport.</li> <li>The field for 'Official Name' will be auto-filled by the system based on the first, middle (if any) and last names you had provided. <b>It should be in the order as reflected in your NRIC/ FIN/ Passport</b>. If it is not, please change accordingly in the textbox.</li> </ul>

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### Register New Account

		<ul style="list-style-type: none"><li>– If your name consists of non-English letters/vowels/characters (e.g.  , ö, ä, æ, ï, ß), please replace them with the corresponding English alphabetical character(s) when you input it in the online application form. <b>[Refer to your passport's MRZ field]</b></li><li>– If you try to use any non-English character(s), the system will prompt an error message.</li></ul>
7.	Password	<ul style="list-style-type: none"><li>– Your password <u>must</u> fulfill the following rules:<ul style="list-style-type: none"><li>a) at least <b>8</b> characters in length</li><li>b) contain at least <b>one</b> alphabet</li><li>c) contain at least <b>one</b> number</li><li>d) contain at least <b>one</b> uppercase letter</li><li>e) contain at least <b>one</b> lowercase letter</li><li>f) contain at least <b>one</b> symbol</li></ul></li><li>– <b>Cannot</b> contain any part of <b>your name</b></li></ul>

Once your account has been successfully created, you should receive an automated email informing you of the account creation in your email inbox or junk/spam folder. **Please also check the junk/spam folder of the email you had indicated. If you did not receive the email after one day, please contact us [here](#) for assistance.**

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## 2. Application Main Page


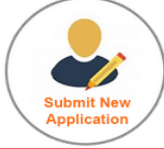

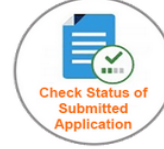


a) Once you have successfully logged in, click on 'Submit New Application' to start your application.



Application Main Page


Welcome,

Click on ONE of the options below:

MY DASHBOARD	NEW APPLICATION	ALREADY APPLIED?		RESET PASSWORD	EXIT
<i>nWallet</i>	<i>Submit a new application</i>	<i>Edit or update an application that was saved earlier but not submitted</i>	<i>Check the status of a submitted application</i>	<i>Reset your existing Password</i>	<i>Exit from the NUS Online Application Portal</i>
 My Dashboard	 Submit New Application	 Edit/ Update Saved Application	 Check Status of Submitted Application	 Reset your existing Password	 Exit

b) Select from the dropdown list the correct programme you are applying for.

Course Type and Level of Study/Programme:



\*Course Type: Non-Graduating

\*Academic Year & Semester:

\*Programme/Student Category:

\*Specialisation/Level of Study:

Select the academic year and semester you are applying for in NUS.

Below are the description for the words used in the lists.

	Word(s)	Remarks
Academic Year & Semester	-	Please refer to the <a href="#">NUS Academic Calendar</a> (Quicklinks) for exact dates.
Programme / Student Category	Exchange	Your Home University is a partner of NUS, and you are nominated by your University to come for exchange.
	Non-Exchange	You are not nominated by your Home University or if your Home University is not a partner of NUS.
	Coursework (CWK)	Reading courses at NUS.
	Research (RSH)	<u>NOT</u> reading courses at NUS and doing only research. *You are required to have the agreement of both NUS Supervisor and your Home University Supervisor for your research)
	Summ/ Wint/ SpTerm	<ul style="list-style-type: none"> <li>Summ: Summer programme;</li> <li>Wint: Winter programme; or</li> <li>SpTerm: Special Term.</li> </ul>
Specialisation / Level of Study	UG	Current Undergraduate student.
	GD	Current Graduate student (Masters or Doctoral).
	If you are unsure as to which options to choose, please verify with the <b>Student Exchange Office</b> or faculty/department at your home university.	

c) Click on 'Apply Now' to proceed.

## 3. Selection of Course(s) / Research Info

- a) All applicants are required to indicate the intended **Semester of Stay** and **Year of Study during Study Abroad** from the dropdown lists. Please refer to the [NUS Academic Calendar](#) (navigate to Quicklinks) for exact dates.

**Semester(s) of Intended Study at NUS**

Select Semester(s) of Stay  Year of Study During Study Abroad

Applicants intending to study at NUS for more than one semester / one part of the Special Term will be informed to add courses in the subsequent semester / part of the Special Term in the middle of the semester / part of the Special Term. Please refer to the [NUS Academic Calendar](#) for exact dates.

Students should select year of study during study abroad based on the expected year of study in their programme.

#ST = Special Term.

### Coursework students

- b) You will need to click on “Add/Select New Course” button to add new courses. Upon clicking the button, a notification will prompt you to read the course selection tips before selecting a course. You may also refer to the tips [here](#), and the [course restriction](#) as well.

**Note: Course offerings and course allocations are not guaranteed in NUS. Students are advised to be flexible with their study plans.**

Course Details			
Rank	Faculty	Course Code	Course Title
0			

Add/Select New Course

To add courses, click here

**Message**

Please read the course selection tips before selecting a course (0,0)

OK

- c) You can search for course as follows:
- If you know the course code, enter the course code.
  - Select the “Faculty” which is offering the course.
  - Enter partial course code or course title.

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- d) Check the box (es) at the last column of the table, and click 'Save' to confirm the course(s) you had selected. If you did not check the box, the course will not appear in the course summary page.

**Search for Courses**

Please refer to the course selection [tips here](#) before proceeding to select a course.

To select a course that you would like to apply to, click either on the dropdown list and select the "Faculty" which is offering the course, enter the course code or course title in the respective boxes and click on "Search".

In the list of courses that appear, click on the "Select" checkbox to select the course that you would like to apply for.

Finally, click "Save" at the bottom.


Faculty:

Course Code:

Course Title:

**Select Courses:**

	Faculty	Course Code	Course Title	Grading Basis	Class Nbr	Remaining Quota	Units	More course info	Select
1	Faculty of Science	MA1100T	Basic Discrete Mathematics (T)	Graded	L1	20	4.00	<input type="button" value="More course info"/>	<input checked="" type="checkbox"/>



- e) Click on 'Edit Rank' to rank your courses in order of your preference.

**Course Details**

Rank	Faculty	Course Code	Course Title	Grading Basis
1	Faculty of Arts & Social Sci	LAC1201	Chinese 1	Graded
2	Faculty of Engineering	EE3305	Robotic System Design	Graded
3	Faculty of Engineering	EE2211	Introduction to Machine Learning	Graded
4	Faculty of Engineering	EE3306	Introduction to Cyber Physical Systems	Graded
5	Faculty of Science	MA1301	Introductory Mathematics	Graded
6	Faculty of Science	MA1100T	Basic Discrete Mathematics (T)	Graded
7	Faculty of Science	DSA3361	Inferential Data Analytics	Graded
8	School of Computing	CS4350	Game Development Project	Graded



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- f) The ranking order is used to determine if you get priority for the course. You are required to rank the courses before you can proceed with the application. Once you have ranked the courses, click on 'Save Edit Rank' to save the ranking order.

Course Details				
Rank	Faculty	Course Code	Course Title	Grading Basis
<input type="text" value="8"/>	Faculty of Arts & Social Sci	LAC1201	Chinese 1	Graded
<input type="text" value="1"/>	Faculty of Engineering	EE3305	Robotic System Design	Graded
<input type="text" value="2"/>	Faculty of Engineering	EE2211	Introduction to Machine Learning	Graded
<input type="text" value="5"/>	Faculty of Engineering	EE3306	Introduction to Cyber Physical Systems	Graded
<input type="text" value="6"/>	Faculty of Science	MA1301	Introductory Mathematics	Graded
<input type="text" value="7"/>	Faculty of Science	MA1100T	Basic Discrete Mathematics (T)	Graded
<input type="text" value="4"/>	Faculty of Science	DSA3361	Inferential Data Analytics	Graded
<input type="text" value="3"/>	School of Computing	CS4350	Game Development Project	Graded

Add/Select New Course

Save Edit Rank

- g) You should see your courses arranged in the order you had ranked them earlier. Once you are satisfied with your courses, proceed to the next step of your application.

Course Details				
Rank	Faculty	Course Code	Course Title	Grading Basis
1	Faculty of Engineering	EE3305	Robotic System Design	Graded
2	Faculty of Engineering	EE2211	Introduction to Machine Learning	Graded
3	School of Computing	CS4350	Game Development Project	Graded
4	Faculty of Science	DSA3361	Inferential Data Analytics	Graded
5	Faculty of Engineering	EE3306	Introduction to Cyber Physical Systems	Graded
6	Faculty of Science	MA1301	Introductory Mathematics	Graded
7	Faculty of Science	MA1100T	Basic Discrete Mathematics (T)	Graded
8	Faculty of Arts & Social Sci	LAC1201	Chinese 1	Graded

Add/Select New Course

Edit Rank

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- h) If the course(s) you had selected have pre-requisites, you should see the field below added in the same row(s) of the selected course(s). Please add in the equivalent modules/courses you had taken in your home university. You may click on the “More course info” button for pre-requisite details.

*\*Note: The equivalent modules/courses **must** be indicated on the official transcript that you have uploaded as supporting document.*

Equivalent Pre-requisites (module/course code only)	More course info
<input type="text"/>	<input type="button" value="More course info"/>

### Research Students

- i) You may search to learn more about our research expertise by using names and disciplines to identify matching interests [here](#). You are advised to obtain an invitation/confirmation letter or email from the proposed NUS research thesis advisor, and the letter/email of support from your Home University’s Supervisor. You are required to upload these two documents in order to submit your application.

*Note: Please submit your application at least 3 months prior to the commencement of your research period at NUS.*

#### Research Information Details

*Research Title:	<input type="text"/>
*Research Start/End Dates: (DD/MM/YYYY)	<input type="text"/> To <input type="text"/>
*Faculty:	<input type="text"/>
*Department:	<input type="text"/>
*Advisor’s Name:	<input type="text"/>

Research Info		
Item	Field	Remarks
1.	Research Title	The title of the research that you will be working on
2.	Research Start/End Dates	Indicate the date that you wish to start your research, and the date you will be ending
3.	Faculty	Indicate the faculty your proposed NUS research thesis advisor is from
4.	Department	Indicate the department your proposed NUS research thesis advisor is from
5.	Advisor’s Name	Indicate the name of your proposed NUS research thesis advisor

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## 4. Personal Particulars

Fields marked with \* are **mandatory**.

Biographical Data			
National ID Type			
*NRIC/FIN/Passport No	<input type="text"/>	<input type="checkbox"/> Display full *NRIC/FIN/ Passport No	*Date of Birth <input type="text"/> <input type="text"/>
*Gender	<input type="text"/>		
*Name Prefix	<input type="text"/>	*First & Middle Names	<input type="text"/>
		*Last Name	<input type="text"/>
*Official Name	<input type="text"/> (as reflected in NRIC/FIN/Passport)		
*Birth Country	<input type="text"/>	*Marital Status	<input type="text"/>
*Citizenship (Country)	<input type="text"/>	Residency Status	

Contact Details	
Email Address	<input type="text"/>
*Alternate Email Address	<input type="text"/>
*Mobile Phone No	<input type="text"/>
Home Phone No	<input type="text"/>

Home Address		Mailing Address	
<p>Note: For Singapore postal code, it will auto-populate the address except for Unit or House number, Please ensure your address is complete.</p>		<input type="checkbox"/> Please tick the checkbox if your Mailing Address is the same as the Home Address.	
*Country	<input type="text"/>	*Country	<input type="text"/>
*Postal Code	<input type="text"/>	*Postal Code	<input type="text"/>
*Address Line 1	<input type="text"/>	*Address Line 1	<input type="text"/>
Address Line 2	<input type="text"/>	Address Line 2	<input type="text"/>
Address Line 3	<input type="text"/>	Address Line 3	<input type="text"/>

**\*Note:** The following highlighted fields in **green** will be used for the application of your student's pass (visa). Please ensure that the information that you enter is correct.

Personal Particulars		
Item	Field	Remarks
1.	Date of Birth (DD/MM/YYYY)	– This field will be auto-filled by the system based on the data entered when creating account. Please ensure that the date of birth provided is as printed on your passport.
2.	<ul style="list-style-type: none"> <li>First (Given Name) and Middle Name</li> <li>Last Name (Family name)</li> <li>Official Name</li> </ul>	– The three fields will be auto-filled by the system based on the name you provided at the point of creation of account. – <b>The 'Official Name' should be in the order as reflected in your NRIC/ FIN/ Passport.</b> If it is not, please change accordingly in the textbox. – If your name consists of non-English letters/vowels/characters (e.g.  , ö, ä, æ, ï, ß), please replace them with the corresponding English alphabetical character(s) when you input it in the online application form. <b>[Refer to your passport's MRZ field]</b> – If you try to use any non-English character(s), the system will prompt an error message.
3.	Birth Country	The country where you were born. It should be as printed on your passport.
4.	Citizenship (Country)	– For International Students, the application of your Student's Pass will based on the citizenship you have selected here.

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Personal Particulars		
		<ul style="list-style-type: none"> <li>– If you are holding a dual citizenship, please indicate only one from the drop-down menu. <b>You will enter Singapore using the passport of the citizenship indicated here.</b></li> </ul>
5.	Alternate Email Address	<ul style="list-style-type: none"> <li>– Please provide a valid and accurate email address that you will check regularly. NUS will correspond with you through the primary email address for post application-related matters, such as acknowledgement of application, request for additional supporting documents and outcome of application.</li> <li>– NUS <b>will not</b> be responsible for any undeliverable e-mails and the consequences that follow. Add the domain '@nus.edu.sg' to your safe senders list in your email app.</li> </ul>
6.	Mobile / Home Phone No	<ul style="list-style-type: none"> <li>– Add country and area codes for both the numbers.</li> <li>– Do not add dashes and other symbols.</li> <li>– This field should <b>only</b> contain numeric values.</li> </ul>
7.	Home / Mailing Address	<ul style="list-style-type: none"> <li>– Ensure that you provide a valid and complete address.</li> <li>– For <u>Singapore addresses</u>, fill in the Postal Code and Unit No (if applicable), and press on the 'Populate Address'. The fields will be filled automatically for Address Line 1 and 2.</li> <li>– If your Mailing Address is the same as your Home Address, tick the checkbox to copy your Home Address to your Mailing Address. Otherwise, fill up the fields accordingly.</li> <li>– NUS <b>will not</b> be responsible for any unsuccessful mail deliveries due to incorrect/incomplete addresses provided.</li> </ul>

## 5. Academic Qualifications

- a) You are required to indicate the name of the institution that you are still attending and the duration of the programme. If you are enrolling into another programme after your current one, please indicate that as well.

If you are currently a Master/ PhD student intending to read courses, please indicate the institution where you obtained your Bachelor's degree.

- b) Click on 'Add New Qualification' to proceed.

Qualification

\*Country

My current home university

\*Institution Name

\*Qualification Name

\*Qualification Status

Discipline

(Choose the discipline closest to your field of study)

Start Date

Day

Month

\*Year

Completion Date/ Expected Completion date:

Day

Month

\*Year

Save

Cancel

Add New Qualification		
Item	Field	Remarks
1.	Country	Select your Home University's Country from the dropdown list.
2.	<i>My current home university</i>	Check this box if you are currently studying in the institution you have entered.
3.	Institution Name	<ul style="list-style-type: none"> <li>Click on the magnifying glass. The available institutions will show up in the pop up window. If the list is too long, click on 'Advanced Lookup' and search by "Institution Name".</li> <li>If you can't find your institution name in the list, search for 'Others' and enter your home university.</li> </ul>
4.	Qualification Name (Degree/Diploma Name)	Please provide the full name of your programme.
5.	Qualification Status (Degree/Programme Status)	Select the status of your programme from the dropdown list.
6.	Discipline	<p>Please select the discipline <u>closest</u> to your current primary programme. If you have selected courses earlier, this will also be used to determine if you get priority for the courses.</p> <p><i>*Note - If you are from one of the disciplines below, please refer to the name you should select:</i></p> <ul style="list-style-type: none"> <li><b>LAW</b> – Faculty of Law</li> <li><b>NURSING</b> – Alice Lee Ctr for Nursing Stud</li> <li><b>MUSIC</b> – Yong Siew Toh Conserv of Music</li> <li><b>PUBLIC POLICY</b> – LKY School of Public Policy</li> <li><b>PUBLIC HEALTH</b> – SSH School of Public Health</li> </ul>
7.	Start / Completion / Expected Completion Date	Please complete all fields.

## 6. Uploading Supporting Documents

**ALL** students are required to upload supporting documents. All supporting documents that are not in English **must** be accompanied by an official certified English translation of the contents. Documents that are not accompanied by an official certified English translation **will be rejected**. The maximum file size of each file should not exceed 1MB. If they exceed 1 MB, search for “Compress PDF file for free” in Google to reduce your documents to 1MB.

Please refer to the relevant checklists for the documents to submit in your application (click [here](#) for Coursework and [here](#) for Research).

Before you upload your documents, please name your documents according to the column “Recommended File Name” indicated on the page “Upload Supporting Documents” in the portal.

Uploading Supporting Documents		
Item	Field	Remarks
1.	Transcript with grade legend	Your latest academic transcript <b><u>with grade legend</u></b> in PDF format.
2.	NRIC/ FIN/ Passport	<ul style="list-style-type: none"> <li>- International Students should upload a copy of your passport bio-data page.</li> <li>- If you are a Singapore Citizen or Singapore Permanent Resident, upload a copy of the front and back of your NRIC.</li> <li>If you are already holding on to a valid pass which allows you to stay in Singapore, upload a copy of the front and back of the pass.</li> </ul>
3.	Record of courses taken in current semester/term	Courses that you are currently taking, but not reflected in the academic transcript.
Additional Supporting Documents (Only applicable to Research Students)		
4.	Agreement from the NUS proposed research thesis advisor	This can be in the form of an email or a letter.
5.	Letter of support from Home University’s Coordinator	Home University’s research supervisor.
6.	Research training plan	You may refer to this <a href="#">template</a> .
7.	Curriculum vitae with publication list	Your CV has to be in English.
Other Supporting Documents		
8.	Detailed Course Syllabus <b><u>or</u></b> links to Online Course Syllabus	<ul style="list-style-type: none"> <li>- It is highly recommended that you provide this for the departments to evaluate your eligibility to read courses with pre-requisites.</li> <li>- The syllabus for courses that are pre-requisites to NUS courses (both completed and current courses).</li> <li>- Please refer to this <a href="#">template</a> and combine the relevant syllabi into <b>one PDF</b>.</li> </ul>
9.	TOEFL / IELTS test scores	For applicants who wish to read <b><u>law courses</u></b> and are from non-English medium universities.

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### Uploading Supporting Documents

10.	Student status letter from Home University	For Non-Exchange applicants only.
11.	Declaration Form for Level 1000 Language Courses	Applicants intending to read Level 1000 language courses prefixed with “LA” at NUS (e.g. LAC, LAF, LAG, etc.). You may refer to this <a href="#">template</a> .
12.	Letter for Design Courses	Applicants intending to read design courses offered by Architecture at NUS.



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## 7. Other Details & Declarations

All the sections in this page are mandatory. You will receive an error message if you leave any of them unchecked.

### Health and Support

\*Do you have any **past or current** 1) medical, e.g. *epilepsy, allergies, tuberculosis*, 2) mental health, e.g. *anxiety, eating disorder, depression*, 3) disability or learning needs, e.g. *autism, dyslexia, visual impairment*, which may or may not cause you to require support or facilities while studying at the University?

*Students with colour-blindness are advised to indicate their condition here as they may face challenges in certain programmes in Engineering, Science and Design & Environment.*

☐ Yes ☐ No

If you are taking any medications, please provide details of medication in the box below.

If you have a drug or food allergy, please provide details of allergies and briefly describe your reaction.

**Note:** Disclosure will not disadvantage your application. The information will enable the University to develop a better understanding of an applicant's need for support/resources during his/her studies in NUS, and to ascertain if provisions required are available, in an effort to make the student experience a positive one. As such, accurate information is vital for the University to make reasonable adjustments where possible to support specific needs.

### Housing

\*Housing Required?

☐ I understand that this is only an indication of interest in on-campus housing.

Applicants should note that placement into on-campus housing is **not guaranteed**. Applicants may refer to the housing website [here](#) for more information about the application dates and process. Primary consideration for student accommodation will be given to Non-Graduating Exchange students who are undertaking undergraduate course in NUS.

As demand for on-campus accommodation often outweighs supply, we strongly encourage applicants to also explore off-campus options [here](#) in the event their housing application is unsuccessful.

### \*Other Declarations

#### Declaration of past offences, current criminal or disciplinary proceedings, etc.

Have you ever been convicted of an offence by a court of law or a military court (court martial) in any country, suspended or expelled from an educational institution or terminated from your employment for any reason, or are there any court or disciplinary proceedings pending against you in any country?

If your answer to the above question is 'No', please click 'No' below.

☐ No

OR

If your answer to the above question is 'Yes', please click 'Yes' below and provide a full statement of the relevant information in the box below and/or upload details as a supporting document. Other relevant documents should also be uploaded.

☐ Yes

☐ \*I understand that enrolment into NUS courses are not guaranteed and I will exercise flexibility in course selection at any point of time.

☐ \*I hereby declare that all information provided by me in connection with this application is true, accurate and complete. I understand that any inaccurate, incomplete or false information given or any omission of information required shall render this application invalid and NUS may at its discretion withdraw any offer of acceptance made to me on the basis of such information or, if already admitted, I may be liable to disciplinary action, which may result in my expulsion from NUS. And I hereby authorise NUS to obtain and verify any part of the information given by me from or with any source (such as Ministry of Education), as it deems appropriate.

☐ \*I declare and warrant that for any personal data of other individuals disclosed by me in connection with this application, I have, prior to disclosing such personal data to NUS, obtained the appropriate consent from the individuals whose personal data are being disclosed, to permit NUS to collect, use and disclose such personal data for purposes related to this application, as set out fully in the [NUS Personal Data Notice](#).

☐ \*I agree that all such information provided by me in connection with this application may be disclosed to authorised NUS personnel or third parties on a need-to-know basis for purposes related to this application, as set out fully in the [NUS Personal Data Notice](#). Third parties include (i) the Ministry of Education, other government agencies or statutory bodies or non-government agencies authorised to carry out specific Government services or duties and (ii) persons or organisations providing student with financial aid.

☐ \*If I am an International applicant, I understand that I am required to adhere to the regulations of the Immigration & Checkpoints Authority (ICA) of Singapore on having a valid residency status in Singapore to study at NUS.



## User Guide on NUS Online Application Portal for Non-Graduating (NG) Students

Other Details & Declarations		
Item	Sub-section	Remarks
1	Health and Support	<ul style="list-style-type: none"> <li>- Select "Yes" if you have any medical, mental health, disability or learning needs that may or may not cause you to require support or facilities while studying at the University.</li> <li>- If you select "Yes", please provide all relevant information in the box provided. The information should not exceed 300 characters.</li> </ul>
2	Housing	<ul style="list-style-type: none"> <li>- This sub-section will show if you have applied to read courses at NUS.</li> <li>- This is <b>only</b> an indication of interest in on-campus housing. Applicants should note that placement into on-campus housing is <b>not guaranteed</b>. Due to overwhelming demand for on-campus accommodation and a limited supply, we strongly encourage applicants to explore off-campus options <a href="#">here</a> even before housing application commences.</li> </ul>
3	Other Declarations	<ul style="list-style-type: none"> <li>- If you select "Yes", please provide all relevant information in the box provided. The information should not exceed 300 characters.</li> <li>- <b>Enrolment of NUS courses are not guaranteed</b>. Students are to exercise flexibility in course selection and their study plans at any point of time.</li> <li>- Students applying for <u>research</u> at NUS should still check the box, even if this is not applicable.</li> <li>- The clause in the <b>red</b> box above is only applicable if you are an International Student. If you are Singapore Citizen/Singapore PR, you should not see this clause.</li> </ul>

### 8. Confirmation Page

Please check all the details provided before clicking “Save and Submit”. You can click the “Edit” button of the respective sections to make changes if required.

After clicking the “Save and Submit” button, you will receive a pop-up notification.



An acknowledgement email will be sent to your registered primary email around 12am (Singapore time). If you try to edit your submitted application during the application period, you would need to click the “Save and Submit” button again to receive another acknowledgement email. Otherwise, your application will be deemed as “not submitted” despite you had already submitted before.

#### **IMPORTANT:**

- Inaccurate or false information or omission of material information provided will render your application invalid, and if admitted based on such information, you may be expelled from NUS. The University reserves the right to reject applications that are incomplete or inaccurate.
- We will be communicating with you mainly via email. To prevent our emails from being blocked or filtered into the Junk/Spam folder, please add our domain “nus.edu.sg” to your safe senders list.

# User Guide on NUS Online Application Portal for Non-Graduating (NG) Students

## 9. Check Application Status


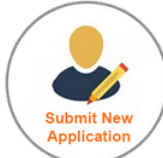

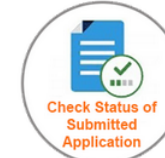


To check on the status of your application, return to the main page and click on “Check Status”.



Application Main Page

Welcome,

Click on ONE of the options below:

MY DASHBOARD	NEW APPLICATION	ALREADY APPLIED?	RESET PASSWORD	EXIT	
<a href="#">nWallet</a>	<a href="#">Submit a new application</a>	<a href="#">Edit or update an application that was saved earlier but not submitted</a>	<a href="#">Check the status of a submitted application</a>	<a href="#">Reset your existing Password</a>	<a href="#">Exit from the NUS Online Application Portal</a>
 My Dashboard	 Submit New Application	 Edit/ Update Saved Application	 Check Status of Submitted Application	 Reset your existing Password	 Exit

You will be able to see the status of your applied courses, as well as the submission date and time.

### APPLICATION OUTCOME

Application Number: N000040287    Application Status: Processing    Course Type: Non-Graduating  
Academic Year & Semester: 2023/2024 Semester 1    Academic Programme: Exchange (Coursework)  
Name:    Level of Study/ Sub-programme: University Level (UG)

Course Details									
Rank	Faculty	Course Code	Course Title	Class Nbr	Grading Basis	Units	Status	Reason	More course info
1	Faculty of Engineering	EE3305	Robotic System Design	L01	Graded	4.00	Processing	Processing	<a href="#">More course info</a>
2	Faculty of Engineering	EE2211	Introduction to Machine Learning	L01	Graded	4.00	Processing	Processing	<a href="#">More course info</a>
3	School of Computing	CS4350	Game Development Project	E1	Graded	4.00	Processing	Processing	<a href="#">More course info</a>
4	Faculty of Science	DSA3361	Inferential Data Analytics	L1	Graded	4.00	Processing	Processing	<a href="#">More course info</a>
5	Faculty of Engineering	EE3306	Introduction to Cyber Physical Systems	L01	Graded	4.00	Processing	Processing	<a href="#">More course info</a>
6	Faculty of Science	MA1301	Introductory Mathematics	L1	Graded	4.00	Processing	Processing	<a href="#">More course info</a>
7	Faculty of Science	MA1100T	Basic Discrete Mathematics (T)	L1	Graded	4.00	Processing	Processing	<a href="#">More course info</a>
8	Faculty of Arts & Social Sci	LAC1201	Chinese 1	L1	Graded	4.00	Processing	Processing	<a href="#">More course info</a>

Application Submission Date/ Time: 26/07/2023 09:33:24

### 10. Enquiries

If you have any enquiries, you may refer to the FAQ portal, or submit an enquiry if you are unable to locate your questions on the portal. [FAQ Portal](#)

*Updated as of September 2025*