

## General Instructions for Application to NUS Non-Graduating Programme

**Welcome!** In this section, you will find useful information on how to go about organising your application.

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

For a full listing of research interests of all academic and research staff members at NUS, you can do a search through our [Staff Research Directory System](#).

### Guide to filling up the Online Application Form

Please click [here](#) to submit an online application.

The screenshot and table below will guide you through the online application process. It highlights handy tips and important points that you should take note of when filling up certain fields/sections in this form.

### Section A: Home University [Page 1]

ABOUT US PROSPECTIVE STUDENTS

## Registrar's Office

Application form for admission as a non-graduating student  
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All items marked with an asterisk (\*) must be completed.

Full name\*  
*(as in your passport or identity card)*

Gender\*

Nationality/Citizenship\*

**A. Home university**

1. Student category\*

2. Home university\*

3. Discipline

4. Exchange type

5. Current level of study \*

6. Mode and area of study \*  
You may select 1 or 2 choices

7. Semester(s) of intended stay in NUS\*

Password\* (8 characters)  
*This password can be used to login to modify a 'Saved' application or to check the status of a 'submitted' application.*

Coursework

Research

Internship

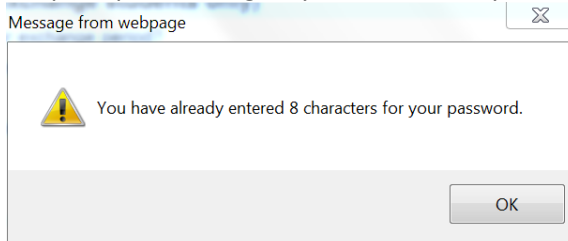
Save & Continue Clear

Three (3) Mandatory Fields:		
<ul style="list-style-type: none"> <li>➤ Full name</li> <li>➤ Gender</li> <li>➤ Nationality/Citizenship</li> </ul>		
Field	Remarks	
Full name	<ul style="list-style-type: none"> <li>- Ensure that the name entered into the system corresponds to the name printed on your passport/identity card. <i>(For international students, the application of your Student's Pass will be based on the name that you have entered in the online application form).</i></li> <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.</li> <li>- If you have used a non-English character(s), the system will prompt an error message.</li> </ul>	
Gender	<ul style="list-style-type: none"> <li>- Select <b>Male/Female</b> from the drop-down menu.</li> </ul>	
Nationality/Citizenship	<ul style="list-style-type: none"> <li>- If you are holding a dual citizenship, please indicate either <u>one</u> from the drop-down menu. <i>(For international students, the application of your Student's Pass will be based on the nationality/citizenship that you have selected in the online application form).</i></li> </ul>	
Section A: Home University [Page 1]		
Item	Field	Remarks
1	Student category	<ul style="list-style-type: none"> <li>- If you are currently enrolled at one of our <a href="#">exchange partner universities</a> and have been nominated by your home university to participate in our exchange programme, please select <b>Exchange</b> from the drop-down menu. Otherwise, select <b>Non-Exchange</b>.</li> </ul>
2	Home university	<ul style="list-style-type: none"> <li>- You are required to choose the country of your home university before choosing your home university from the drop-down menu.</li> <li>- If your home university's name is not in the drop-down menu, please write to <a href="mailto:nghelp@nus.edu.sg">nghelp@nus.edu.sg</a>.</li> </ul>
3	Discipline	<ul style="list-style-type: none"> <li>- Choose the discipline of study you are enrolled in your home university.</li> </ul>
4	Exchange type	<ul style="list-style-type: none"> <li>- This field is only applicable to applicants coming on exchange programme.</li> <li>- Select the correct level of exchange from the drop-down menu – <b>University/Faculty/Department</b> level. If you are unsure, please check with your Student Exchange office or faculty/department at your home university.</li> <li>- If Faculty/Department level is chosen, please select the NUS host faculty/department from the drop-down menu. For example, if you are coming under the Business School Faculty-level exchange</li> </ul>

		agreement, please select School of Business in the drop-down menu.
<b>Section A: Home University [Page 1]</b>		
<b>Item</b>	<b>Field</b>	<b>Remarks</b>
5	Current level of study	- Select the current level of study at your home university from the drop-down menu – <b>Undergraduate/Graduate/High School/Polytechnic Student</b> . For example, if you are on a concurrent degree programme and are currently at your MSc level of study at your home university, select “Graduate Student”.
6	Mode and area of study	- Select at least one option – <b>Coursework/Research/Internship</b> - You may also select more than one option (for instance, if you are coming to do coursework for one semester and research in the next semester, please select both the <b>Coursework</b> and <b>Research</b> checkboxes).
7	Semester(s) of intended stay in NUS	- Select the semester you are applying for in NUS. For example, if you plan to come for exchange from January to December, please select Semester 1 and Semester 2. - If you have selected Special Term Part 1 or Special Term Part 2, choose the appropriate programme in a second dropdown list that will appear just before the password field.

**Password (8 characters) field**

- Before clicking the “Save & Continue” button, you will be required to enter a password (8 characters). It is important that you remember your password as it can be used, along with your online application ID number, to access the [online system](#) to check the status of your application as well as to login to the accommodation portal to register for your on-campus housing (if successful).
- You are advised to use an alphanumeric password for security reasons (e.g. abcd\$123). The system will prompt a message if you have already entered 8 characters for your password.



- If you have forgotten your password, please write to [nghelp@nus.edu.sg](mailto:nghelp@nus.edu.sg), and quote your Date of Birth and Passport Number for verification purposes.



**Section B: Personal Particulars [Page 2]**

Item	Field	Remarks
1	Full name - Given name (First name) - Family name (Last name)	<ul style="list-style-type: none"> <li>- Full name will be auto-filled by the system based on the data entered on the first page.</li> <li>- Ensure that the First and Last name entered into the system corresponds to the name printed on your passport/identity card. <i>(For international students, the application of your Student's Pass will be based on the name that you have entered in the online application form).</i></li> <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.</li> <li>- If you have used a non-English character(s), the system will prompt an error message.</li> </ul>
2,3	Permanent home/ Mailing address	<ul style="list-style-type: none"> <li>- Ensure that you provide a <u>valid</u> and <u>complete</u> address. For Singapore addresses, the <b>Postal Code</b> field is compulsory. Do ensure that the 6-digit Singapore Postal Code is filled up correctly.</li> <li>- NUS will not be held responsible for any unsuccessful mail deliveries due to incorrect/incomplete addresses provided.</li> </ul>
4	Contacts - Home - Office - Singapore registered mobile - Fax - E-mail address	<ul style="list-style-type: none"> <li>- Add country and area codes for <b>Home/Office/Fax number</b>.</li> <li>- <b>Singapore registered mobile telephone number</b> must start with either '8' or '9'. (No need to add country and area code for this field).</li> <li>- Ensure that you have provided a <u>valid</u> and <u>accurate</u> e-mail address which is maintained regularly. NUS will correspond with you primarily through e-mail for post application-related matters, such as acknowledgement of receipt of supporting documents (if any) and also offer letter (if successful).</li> <li>- NUS will not be held responsible for any undeliverable e-mails and the consequences that follow.</li> </ul>
5	Date of birth (DD-MMM-YYYY)	<ul style="list-style-type: none"> <li>- Check and ensure that you have provided the correct date of birth (as printed on your passport) in the online application form. <i>(For international students, the application of your Student's Pass will be based on the date of birth that you have entered in the online application form).</i></li> </ul>
6	Gender	<ul style="list-style-type: none"> <li>- Gender field will be auto-filled by the system based on the data entered on the first page.</li> </ul>
7	Nationality/Citizenship	<ul style="list-style-type: none"> <li>- Nationality/Citizenship field will be auto-filled by the system based on the data entered on the first page.</li> <li>- If you are holding a dual citizenship, please indicate either <u>one</u> from the drop-down menu. <i>(For international students, the</i></li> </ul>

**Section B: Personal Particulars [Page 2]**

Item	Field	Remarks
		<i>application of your Student's Pass will be based on the nationality/citizenship that you have selected in the online application form).</i>
8	Marital Status	- Select either <b>Single/Married/Widowed/Divorced</b> from the drop-down menu.
9	Passport number - Place of issue - Date of issue	- Ensure that your passport has a valid expiry date before departing to Singapore. - Indicate the place of issue and the date of issue of your passport. (If your passport has expired and you are in the process of getting a new passport, please write your old passport no in the online application form and email a scan copy of your new passport to <a href="mailto:nghelp@nus.edu.sg">nghelp@nus.edu.sg</a> as soon as you have it).
10	Singapore NRIC number	- This field is applicable to Singapore Citizen/Singapore Permanent Resident only. - Select the identity card type from the drop-down menu (i.e. either <b>Singapore Pink</b> or <b>Singapore Blue</b> ).

## Section C: Academic Qualifications [Page 3]

### Registrar's Office

Application Form for admission as a Non-Graduating Student  
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Your application number is **A150004051**

**Important:** Remember your application ID A150004051 and password so that you can login to modify your application and submit it for processing. Your application will not be processed until you have submitted your application. Until then you are free to modify your application.

1. Upload your latest photo in jpg/jpeg format (file size 125kb max)\*

No file chosen

Note: Please ensure that your photo meet the requirements set out [here](#) before you submit the photo.

2. Upload a copy of your NRIC/Passport page showing nationality and personal details in pdf format (file size 1MB max)\*

No file chosen

3. Upload latest academic transcript in pdf format (file size 1 MB max)\*

No file chosen

4. Upload other supporting documents in pdf format (file size 1 MB max)

No file chosen

5. Completed and current education

Write the name of the institute/school for your pre-university/college education and select the university for your first/second degree, respectively.

Level of study	Name of institution	From	To
Pre-university / college education*	<input type="text"/>	<input type="text" value="DD-MON-YYYY"/>	<input type="text" value="DD-MON-YYYY"/>
First degree	Select a country <input type="button" value="v"/> <input type="button" value="&gt;&gt;"/>	<input type="text" value="DD-MON-YYYY"/>	<input type="text" value="DD-MON-YYYY"/>
Second degree	Select a country <input type="button" value="v"/> <input type="button" value="&gt;&gt;"/>	<input type="text" value="DD-MON-YYYY"/>	<input type="text" value="DD-MON-YYYY"/>

6. English Language proficiency+ (TOEFL/IELTS):

+ only for

(a) non-English medium Non-Exchange Students

(b) non-English medium Exchange Students intending to take modules from NUS Faculty of Law

TOEFL score	<input type="text"/>	taken on	<input type="text" value="DD-MON-YYYY"/>
TOEFL type	<input type="text" value="Please select"/>	<input type="button" value="v"/>	
IELTS result	<input type="text"/>	taken on	<input type="text" value="DD-MON-YYYY"/>

Section C: Academic Qualifications [Page 3]		
Item	Field	Remarks
1	Upload latest passport size photo	<ul style="list-style-type: none"> <li>- Scan and upload your latest photo (in jpg/jpeg format, file size 125kb max) that meet the requirements set out <a href="#">here</a> in jpg/jpeg format. (Note: The file extension should be saved in lowercase i.e. '.jpg/.jpeg' and not '.JPG/.JPEG')</li> <li>- The photograph must be sharp, clear and in colour. Preferable dimension: 35mm wide by 45mm high.</li> </ul>
2	Upload NRIC / Passport	<ul style="list-style-type: none"> <li>- If you are a Singapore Citizen or Singapore Permanent Resident, upload a copy of the front and back of your NRIC</li> </ul>

Section C: Academic Qualifications [Page 3]		
Item	Field	Remarks
		<ul style="list-style-type: none"> <li>- Other international students should upload a copy of your passport page showing your nationality and personal details</li> <li>- The file uploaded should be in pdf format (not more than 1MB size).</li> </ul>
3	Upload latest academic transcript	<ul style="list-style-type: none"> <li>- Scan and upload your latest academic transcript (<b>including grades and grade legend</b>) in pdf format (not more than 1MB size). <i>(Note: The file extension should be saved in lowercase i.e. '.pdf' and not '.PDF')</i></li> <li>- If you are applying as a <b>Non-Exchange student</b>, you are still required to send in the original copies of your transcript as part of the supporting documents to complete the application.</li> </ul>
4	Upload other supporting documents	<ul style="list-style-type: none"> <li>- Scan and upload other supporting documents in pdf format (not more than 1MB size). <i>(Note: The file extension should be saved in lowercase i.e. '.pdf' and not '.PDF')</i></li> <li>- Other supporting documents may include the following: <ul style="list-style-type: none"> <li>▪ Agreement from NUS proposed research supervisor, letter of support from Home University's research supervisor, detailed training plan and curriculum vitae with publication list, if any</li> <li>▪ Letter from the Home University certifying your level of proficiency in the language modules that you wish to read at NUS</li> <li>▪ Full academic portfolio for the Architecture Design modules that you wish to read at NUS</li> <li>▪ Letter from Home University certifying student status in the Home University and documentary proof of financial support</li> <li>▪ TOEFL / IELTS test scores</li> </ul> </li> <li>- If you are applying as a <b>Non-Exchange student</b>, you are still required to post the supporting documents to NUS Registrar's Office to complete the application.</li> </ul>
5	Completed and current education	<ul style="list-style-type: none"> <li>- Indicate the name of the college and University which you have attended/are still attending, as well as the corresponding period of study.</li> <li>- If the '<b>Second degree</b>' field is not applicable, please leave it blank.</li> </ul>
6	English Language proficiency (TOEFL/IELTS)	<ul style="list-style-type: none"> <li>- This section is only applicable to applicants who are: <ul style="list-style-type: none"> <li>▪ from a non-English medium institution (non-exchange coursework applicants only)</li> <li>▪ applying to read modules from NUS Faculty of Law and from a non-English medium institution (both exchange and non-exchange applicants)</li> </ul> </li> <li>- TOEFL/IELTS scores are only valid for 2 years from the test date. If the test was taken more than two years ago, you will need to retake it and submit the latest scores.</li> <li>- The following requirements must be met:</li> </ul>



**Section C: Academic Qualifications [Page 3]**

Item	Field	Remarks
		<ul style="list-style-type: none"><li>➤ <b>IETLS</b> score of at least 6.5</li><li>➤ <b>TOEFL</b> score of at least:<ul style="list-style-type: none"><li>(a) 600 for the paper-based test; or</li><li>(b) 250 for the computer-based test; or</li><li>(c) 100 for the internet-based test</li></ul></li></ul>

## Section D: Mode, area and duration of study [Page 4]

### Registrar's Office

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Your application number is **A120000189**

**Important:** Remember your application ID A120000189 and password so that you can login to modify your application and submit it for processing. Your application will not be processed until you have **submitted** your application. Until then you are free to modify your application.

#### D. Mode, area and duration of study

You may select 1 or 2 choices.

- Coursework  
 Research  
 Internship

##### Coursework

Proceed to the next page to choose your modules.

##### Research

Research period

DD-MON-YYYY to DD-MON-YYYY

Research title

Name of department

Please select

Name of proposed NUS supervisor

##### Internship

Internship period

DD-MON-YYYY to DD-MON-YYYY

Internship organisation

NUS host faculty

Please select

Save & Continue

Clear

## Section D: Mode, area and duration of study [Page 4]

Field/ Sub-section	Remark s
Coursework	- If you have selected the “ <b>Coursework</b> ” option in Page 1, click on the ‘Continue’ button to proceed to Page 5 to choose your modules.
Research	- If you have selected “ <b>Research</b> ” option in Page 1, fill in all the fields under this section. (i.e. enter the Research period, Research title, Name of host department at NUS and the name of proposed NUS supervisor).

## Section D: Mode, area and duration of study [Page 5]

Your application number is **A15000024**

**Important:** Remember your application ID A15000024 and password so that you can login to modify your application and submit it for processing. Your application will not be processed until you have submitted your application. Until then you are free to modify your application.

### D. Mode, area and duration of study

[Click here to view the list of modules in a new window](#)

#### Important Notes:

- Please indicate NOT more than 10 modules per semester.
- Please check on the **MODULES RESTRICTED LIST** for each Faculty/Department before choosing your modules.
- Modules allocated are subject to fulfillment of the prescribed pre-requisites, availability and timetabling factors.
- Please note that, where there is a class time-table schedule provided for the modules in the drop down list, you should make use of that information to choose classes that have no timetable clashes. For modules with more than one (1) class, you should choose the class that best fits your overall schedule.
- Each of the modules in the drop-down list below has information on the quota available, except for Law modules, which are denoted with (\*). All modules in the list are available for selection regardless of the quota number.
  - \*Students joining the Law Faculty will take part in a separate subject registration exercise, (to be advised at a later date), but should continue to choose Law modules in this system as part of the admission application process.
- Modules from the following Faculty/Department/Centre cannot be done on an audit basis:
  - \* School of Business
  - \* School of Computing
  - \* Faculty of Law
  - \* Department of Industrial and System Engineering
  - \* Centre for English Language Communication
  - \* Centre for Language Studies
  - \* Division of Industrial Design
  - \* UROPS modules from Faculty of Science (subject to approval from the respective department offering the module)
  - \* Theatre Studies (TS) modules from Faculty of Arts and Social Sciences (namely TS1101E/GEM1003, TS2233, TS2237, TS2240, TS3238)
  - \* English Language (EL) modules from Faculty of Arts and Social Sciences (namely EL3254)
  - \* Geography (GE) modules from Faculty of Arts and Social Sciences (namely GEK2001/SSA2202,SSA2215)
- If you are applying to be a student from Semester 2 / Special Term of current academic year to Semester 1 of the new academic year, please note that module approvals for Semester 1 may be subject to changes. Please ensure that you check the availability of these Semester 1 modules with the respective host departments between June and July, before the commencement of the new academic year.

**NOTE:** All non-graduating international students doing coursework are required to take up at least 12 modular credits (MC) (approx. 3 modules) in order to qualify as a full-time student and be issued with a student pass.

#### Coursework

*Tip: Re-select semester to reset all modules.*

TABLE 1: **Select semester** ▼

Module Ranking	Compulsory	Module
1.	<input type="checkbox"/>	----- ▼
2.	<input type="checkbox"/>	----- ▼
3.	<input type="checkbox"/>	----- ▼
4.	<input type="checkbox"/>	----- ▼
5.	<input type="checkbox"/>	----- ▼
6.	<input type="checkbox"/>	----- ▼
7.	<input type="checkbox"/>	----- ▼
8.	<input type="checkbox"/>	----- ▼
9.	<input type="checkbox"/>	----- ▼
10.	<input type="checkbox"/>	----- ▼

Section D: Mode, area and duration of study [Page 5]	
Field/ Sub-section	Remarks
Coursework	<ul style="list-style-type: none"> <li>- Read the important notes carefully.</li> <li>- Select from "TABLE 1" drop-down menu, the period of study (Note: Semester 1 commences in August and Semester 2 commences in January. Refer <a href="#">here</a> for Academic Calendar).</li> </ul>

**Section D: Mode, area and duration of study [Page 5]**

Field/ Sub-section	Remarks
	<ul style="list-style-type: none"><li>- You are required to select the faculty first before selecting the modules offered under that faculty.</li><li>- Before you proceed to apply for modules, please:<ul style="list-style-type: none"><li>➤ refer to the <a href="#">list of available modules</a> and check the <a href="#">NUS Bulletin</a> for the modules' course descriptions;</li><li>➤ read and understand the general criteria/<a href="#">restrictions</a> for each module (if any).</li><li>➤ check the class and examination schedules (if available) for the modules you wish to apply to ensure that there are no timetable clashes. <b>(Note: Students will not be allowed to take any two modules that have clashes in examination and/or class schedules as no alternative arrangements will be made to accommodate such clashes).</b></li><li>➤ choose at least 3 additional modules as reserves in addition to the minimum number of 3 modules you are required to take in NUS.</li></ul></li><li>- In total, you are allowed to select a minimum of 6 modules and up to 10 modules per semester. Please note that module enrolment, based on your selection, is not guaranteed as it is subject to fulfillment of pre-requisites, availability and timetabling factors.</li><li>- If you are required by your home university to take the module(s) to satisfy transfer of credits back to your home university for graduation purposes, please tick on the "Compulsory" box against the module(s).</li></ul>

**Section E: Source of Funds to Finance Studies [Page 6] – Applicable to Non-Exchange applicants only**

**Registrar's Office**

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**E. Source of Funds to Finance Studies**

Please indicate how you will be financed if you are successful for the application.

1. Source : Home University /Self-Support / Other Financial Assistance

2. Full name of awarding organization (if applicable):

1. Source\*:

2. Full name of sponsor (if any)

**Note:**

Non-Exchange students must submit documentary evidence of their ability to support their study (e.g. a bank statement), which indicates the availability of funds (in Singapore dollar equivalent) to cover at least the tuition/research fee and cost of living here.

Applicants who are sponsored by an individual or organization will need to submit a letter from the sponsor with details/documentary proof of the sponsorship.

Section E: Source of Funds to Finance Studies [Page 6]		
Item	Field	Remarks
1	Source	- Select the source of finance from the drop-down menu. For example, China Scholarship Council (CSC).
2	Full name of sponsor (if any)	- Type in the full name of sponsor if you have selected "Other Financial Assistance" from the drop-down menu in "Source" (item 1).

## Section F: Emergency Contact [Page 7]

### Section G: Accommodation application [Page 7] – *Applicable to undergraduate Exchange applicants only*

# Registrar's Office

Application Form for admission as a Non-Graduating Student  
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Your application number is **A150004051**

**Important:** Remember your application ID A150004051 and password so that you can login to modify your application and submit it for processing. Your application will not be processed until you have submitted your application. Until then you are free to modify your application.

#### F. Emergency Contact

1. Full Name\*
2. Relationship
3. Postal address\*

  
  
  
  
 Please select Country here.  

#### 4. Contacts

(add country and area codes for telephone numbers)

- a. Home telephone number
- b. Office
- c. Mobile\*
- d. Fax number
- e. E-mail address

#### G. Accommodation application(For undergraduate exchange students only)

Do you need student accommodation during your exchange period?

Yes  No

\* Please note that students are not allowed to choose the type of accommodation as it will be allocated subject to availability and the University may not be able to accommodate all applicants.

For more information on NUS housing, please click [HERE](#).

Section F: Emergency Contact [Page 7]		
Item	Field	Remarks
1	Full name	- Enter the full name of your appointed emergency contact person.
2	Relationship	- Select from the drop-down menu your relationship with the person whom you have indicated as your emergency contact in item (1).
3	Postal address	- Ensure that you provide a <u>valid</u> and <u>complete</u> address of your emergency contact. For Singapore addresses, the <a href="#">Postal Code</a> field is compulsory. Do ensure that the 6-digit Singapore Postal Code is filled up correctly. - NUS will not be held responsible for any unsuccessful mail deliveries due to incorrect/incomplete addresses provided.

Section F: Emergency Contact [Page 7]		
Item	Field	Remarks
4	Contacts - Home - Office - Mobile - Fax - E-mail address	<ul style="list-style-type: none"> <li>- Add country and area codes for <a href="#">Home/Office/Mobile/Fax number</a> of your emergency contact person.</li> <li>- NUS will not be held responsible for any undeliverable e-mails and the consequences that follow.</li> </ul>
Section G: Accommodation application [Page 7]		
Field	Remarks	
Student accommodation (applicable for undergraduate <u>exchange</u> students only)	<ul style="list-style-type: none"> <li>- Indicate “<a href="#">Yes</a>” if you wish to <u>apply</u> for on-campus accommodation while on exchange. Otherwise, indicate “<a href="#">No</a>” if you have arranged for your own off-campus accommodation.</li> <li>- Outcome of your accommodation application will be made known to you in your offer letter. Successful applicants will receive further instructions on how to <u>register</u> for your on-campus accommodation.</li> <li>- More information on off-campus accommodation can be found <a href="#">here</a>.</li> </ul>	

## Section H: Declaration [Page 8]

### Registrar's Office

Application Form for admission as a Non-Graduating Student

#### H. Disabilities & Special Needs

(a) Have you had or do you have any communicable diseases, mental illness, colour blindness, and/or disabilities (including but not limited to chronic illness, visual or other physical constraints or limitations), which may or may not cause you to require special assistance or facilities while studying at the university?

Yes  No

(b) If "Yes", please provide all relevant information below. This information will allow the University to develop a complete profile of an applicant and to determine whether he/she might need additional resources in his/her studies. The university, however, does not guarantee the provision of special aid (financial or otherwise) to any students.

(Maximum 300 Characters)

#### I. Declaration

(a) I declare that the information provided by me in connection with this application is true and complete.

(b) I understand that any inaccurate or false information or omission of material information shall render this application invalid, and if admitted on the basis of such information, I may be expelled from NUS.

(c) I understand that the provision of any inaccurate or false information may render me liable to prosecution in a court of law in Singapore.

(d) I understand that if I have been convicted of a criminal offence by a court of law of any country, I must submit all relevant information together with this application.

Next

### Section H: Disabilities & Special Needs [Page 8]

Item	Remarks
a	Select either "YES" or "NO" if you have any disabilities that may or may not cause you to require special assistance while studying at the University.
b	If your answer is "YES" for part (a), please provide all relevant information in the box provided. You can enter text for up to a maximum of 300 characters.

### Section I: Declaration [Page 8]

#### Remarks

- Tick on all the boxes for items (a) to (d) before clicking on the "Next" button.
- For item (d), ensure that you submit the relevant information and supporting documents via email to [nghelp@nus.edu.sg](mailto:nghelp@nus.edu.sg) to complete the application, if any.

### Section J: Personal Data Notice & Consent

#### Remarks

Please read through the terms set out in the Personal Data Notice & Consent before clicking on the "Acknowledge" button.



## Confirmation page

### Remarks

- Verify and ensure that all information provided in the respective Sections of the online application form is correct.
- If you are ready to submit your application, click on 'Submit Application'.
- If you are not ready to submit your application, you can 'Save as Draft' so that you can make further changes until you are ready to submit it. Please note that applications that are 'Save as Draft' will not be processed.

Submit Application

Save as Draft

Note:

Click "Submit Application" if your application is complete and ready to be submitted for processing.

Click "Save as Draft" if you wish to modify your application later (it will not be processed at this stage).

## Registrar's Office

### Application Checklist for Non-graduating Student Programmes

Your application number is **A15000027**  
Application submitted on 19-Mar-2015 (Singapore date)

The system will show the date for which the application has been submitted successfully.

Thank you. Your online application form has been submitted successfully.

#### Important:

1. Remember your application ID A15000027 and password so that you can access the application system to check the status of your application.
2. Arrange your application documents in the order listed in the checklist [here](#) and submit them as indicated in the checklist.

You can logout after printing the [checklist](#).

Logout

## Application Checklist for Non-graduating Student Programme

### Remarks

- If you have submitted your online application successfully, the system will bring you to the next page which shows your unique application number (displayed at the top of the page) and instructions to submit the application documents.
- It is important that you remember your application number as it can be used, along with your 8-character password, to access the [online system](#) to check the status of your application as well as to login to the accommodation portal to register for your on-campus housing (if successful).
- Click on 'Logout' to end the online application process.

### **IMPORTANT:**

- ❖ Online applications which are submitted without the submission of hard copy supporting documents (where specified) to Registrar's Office will **NOT** be processed.
- ❖ All supporting documents which are not in English must be accompanied by an official certified English translation of the contents.
- ❖ Supporting documents are **NOT** returnable.

### **Rejection of Application**

Inaccurate or false information or omission of material information provided will render your application invalid, and if admitted on the basis of such information, you may be expelled from NUS. The University reserves the right to reject applications that are incomplete or inaccurate.

### **Enquiries**

For further enquiries, please e-mail us at [nghelp@nus.edu.sg](mailto:nghelp@nus.edu.sg)

*Updated as at July 2017*