

GIRO is a convenient, cashless mode of payment. To help you better understand the GIRO payment method, here are some answers to the most frequently raised questions on GIRO:

How do I get started?

Complete this GIRO application form, attached it with a [Gift Form](#) to indicate the area that you would like to support. Send it back to us at:

National University of Singapore
Development Office
Shaw Foundation Alumni House
11 Kent Ridge Drive #03-01
Singapore 119244

How long do I need to wait before my GIRO arrangement is effective?

You may continue paying by cash or cheque for all your outstanding gifts until your GIRO arrangement is effected, which takes at least 30 working days.

We will inform you when the GIRO arrangement is successful.

When will the GIRO deduction be made?

A deduction will only be made from your bank account around the 20th day of each month. The amount deducted will be reflected in your bank statement.

What happens if there are insufficient funds in my bank account?

Please maintain sufficient funds in your bank account for the subsequent due date. We will terminate your GIRO if we are unable to make GIRO deductions after one consecutive attempt.

Please note that **banks do charge a service fee for unsuccessful GIRO deduction due to insufficient funds.**

Can I stop GIRO payment on a particular bill?

Yes, please send us an email at giftprocessing@nus.edu.sg but you will need to give us at least 7 working days before the next deduction date which is around 20th day of the following month. You should also inform your bank to stop GIRO payment.

For further enquiries, please email us at giftprocessing@nus.edu.sg or contact us at 65168000.