

NON-GRADUATING PROGRAMME 2022/2023 SEMESTER 2

NUS H3 HUMANITIES AND SOCIAL SCIENCES RESEARCH (HSSR) PROGRAMME



BEFORE ARRIVING AT NUS



1. ACCEPT/DECLINE OFFER

By 5 December 2022

Access the [NUS Online Application Portal](#) to accept/decline the admission offer.



2. UPLOAD PASSPORT-SIZED PHOTO

By 5 December 2022

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 REGISTRATION (PART ONE)

12 December 2022 to 1 January 2023

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 "Authorisation Requirements" section and have it duly signed by your parent/guardian. If you did not upload the signed form(s) during Registration (Part One), please upload them onto [Education Records System \(EduRec\)](#) (via NUS User Login*) **within 3 days** of completing Registration (Part One).

- Risk Acknowledgement and Consent
- Authorisation of Medical Procedures (For International Students only)
- Appointment of Local Representative (For International Students only)

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



4. COMPLETE MANDATORY E-MODULE SE1000

Before the start of Instructional Period

Access [Canvas](#) (via NUS User Login*) to complete mandatory e-module **SE1000 Student Essentials** assigned by the Office of Student Conduct.

You may contact studentconduct@nus.edu.sg if you have any queries pertaining to the e-module.

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



5. RECEIVE NUS OFFER PACKAGE BY MAIL

3 January 2023 onwards

To receive your student card on time, complete Registration (Part One) by **1 January 2023**.

- 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)

3 to 22 January 2023

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 **22 January 2023**.

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



7. ATTEND H3 HSSR BRIEFING WORKSHOP

5 January 2023

Attend* the H3 HSSR Briefing Workshop as scheduled below:

- Venue: To be conducted online. Details will be made known in due course.
- Time: 10.00am

*Attendance is compulsory; failure to do so will result in the lapse of the offer.



8. 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 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 on your mobile device;
- Adhere to all existing requirements, e.g., declare and update health status via uNivUS (where required).

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



uNivUS



9. UPDATE VACCINATION STATUS IN uNivUS APP

You are **strongly encouraged** to be vaccinated against COVID-19 and update your vaccination status in uNivUS. Refer to instructions [here](#).

Refer to [NUS Circular 11](#) for more details about the Safe Management Measures (SMMs) on campus.

ARRIVING & STUDYING AT NUS



10. START OF INSTRUCTIONAL PERIOD

9 January 2023 onwards

Report to your NUS supervisor and contact him/her should you have questions regarding your research paper.



11. UPDATE MAILING ADDRESS & CONTACT DETAILS

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

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



12. 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
9 – 22 January 2023	Not applicable
23 January 2023 and onwards	“Absent” grade will be issued by SEAB



13. CRITICAL DATA VERIFICATION EXERCISE

Early March 2023 (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:



<https://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 November 2022