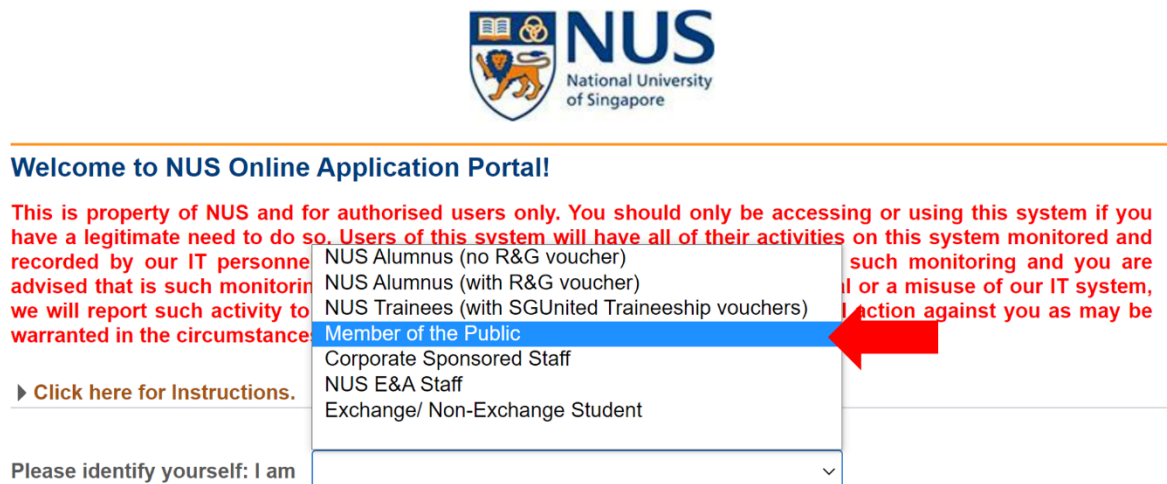


NUS Online Application Portal (OAP)

Registration Guide for Self-Sponsored Participants

Step 1:

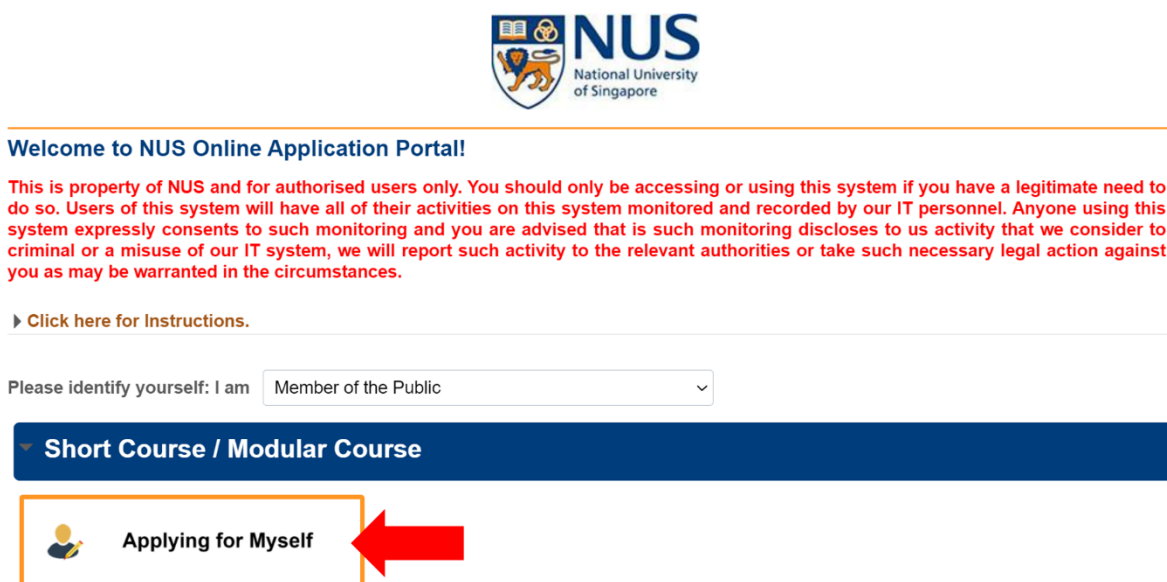
Go to <https://myapplications.nus.edu.sg/> and select “Member of the Public” from the dropdown menu.



The screenshot shows the NUS Online Application Portal registration form. At the top is the NUS logo. Below it is a red warning message: "This is property of NUS and for authorised users only. You should only be accessing or using this system if you have a legitimate need to do so. Users of this system will have all of their activities on this system monitored and recorded by our IT personnel. Anyone using this system expressly consents to such monitoring and you are advised that is such monitoring discloses to us activity that we consider to be criminal or a misuse of our IT system, we will report such activity to the relevant authorities or take such necessary legal action against you as may be warranted in the circumstances." Below the warning is a link: "Click here for Instructions." The main form area has the text "Please identify yourself: I am" followed by a dropdown menu. The dropdown menu is open, showing a list of user types: "NUS Alumnus (no R&G voucher)", "NUS Alumnus (with R&G voucher)", "NUS Trainees (with SGUnited Traineeship vouchers)", "Member of the Public" (highlighted in blue with a red arrow pointing to it), "Corporate Sponsored Staff", "NUS E&A Staff", and "Exchange/ Non-Exchange Student".

Step 2:

Click on “Short Course / Modular Course”, then select “Applying for Myself”.



The screenshot shows the NUS Online Application Portal course selection screen. At the top is the NUS logo. Below it is a red warning message: "This is property of NUS and for authorised users only. You should only be accessing or using this system if you have a legitimate need to do so. Users of this system will have all of their activities on this system monitored and recorded by our IT personnel. Anyone using this system expressly consents to such monitoring and you are advised that is such monitoring discloses to us activity that we consider to be criminal or a misuse of our IT system, we will report such activity to the relevant authorities or take such necessary legal action against you as may be warranted in the circumstances." Below the warning is a link: "Click here for Instructions." The main form area has the text "Please identify yourself: I am" followed by a dropdown menu set to "Member of the Public". Below this is a blue button labeled "Short Course / Modular Course". Below the button is a list of options, with "Applying for Myself" (indicated by a person icon) highlighted in a blue box with a red arrow pointing to it.

Step 3:

Click on “Browse Academic Modules/Short Courses”.



Online Application Portal

Welcome to NUS Online Application Portal!

[Click here for Instructions.](#)

Already applied?

Check
Application
Status

Get Started Now?

Browse
Academic
Modules/Short
Courses

Step 4:

Select “Short Course” from the dropdown list. Select “Social Service Research Centre” from the faculty dropdown list, then click on “Browse Courses”.

Search for Academic Modules/Short Courses that suit your interests/goals

Short Course

--- Course Title ---

▼ More Filters

Social Service Research C

--- SSG Sponsored? ---

--- Class Start Date From ---

--- Class Start Date To ---

Browse Courses


Step 5:


Click on the button under “Details” to view the course fees and description.

Click on “Add to Cart” for the course(s) that you wish to register for, then click on “Checkout”.

▼ **More Filters**

Social Service Research Centre ▾
--- SSG Sponsored? --- ▾
--- Class Start Date From --- 📅
--- Class Start Date To --- 📅

[Browse Courses](#) [Checkout](#) 

Course Category	Faculty/ Department / Unit	SSG Funded	Modules/ Courses	Details	Registration Status	Class Start Date	Add to Cart
Short Course	Social Service Research Centre	SSG	Introduction to Realist Evaluation for Social Services		Open	28-JUL-2021	Add to Cart 

Step 6:

You will be brought to the login page.

If you already have an OAP account, proceed to log in.

If you do not have an OAP account, click on “Don't have Portal User Account? Please register” to register for an account.



Online Application Portal

▶ This is property of NUS and for authorised users only

Login with Portal User Account

Email ID

Password

[Login](#)

[Forgot Password?](#)

[Unlock My Account](#)

[Don't have Portal User Account? Please register](#)

For programmes under the Lifelong Learning Initiatives, please email lifelonglearning@nus.edu.sg.

If you do not have an account

Step 7:

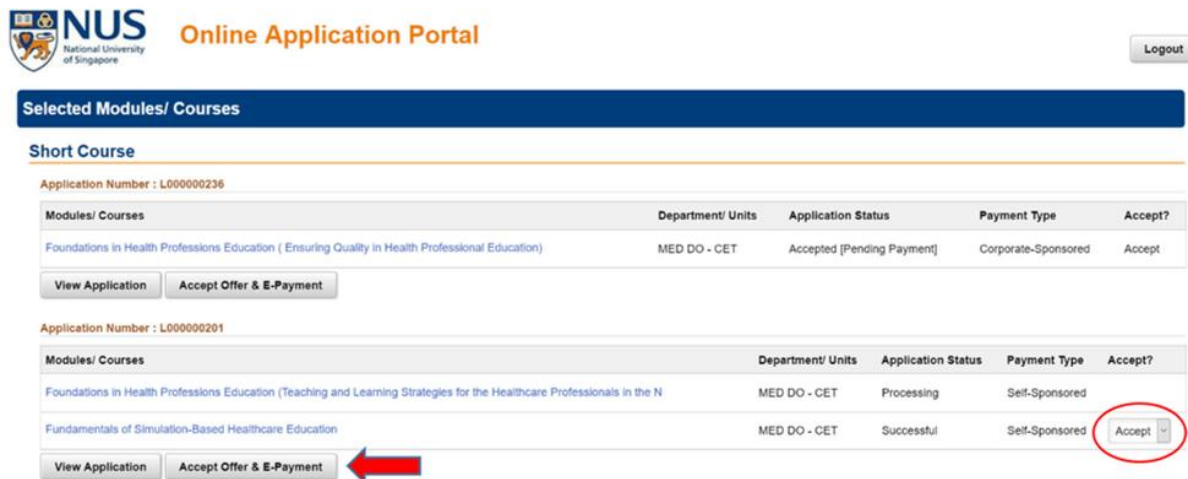
Complete the rest of the required information and submit your application. You will receive an acknowledgement email once your registration has been submitted.

Step 8:

After we have processed your registration, you will receive an email informing you of your course status (Successful/Unsuccessful). Log into the OAP to confirm your place in the course.

Step 9:

After logging in, you will need to select “Accept” on the right side of the registered course, then click on “Accept Offer & E-Payment”. Proceed to make e-payment.



NUS Online Application Portal Logout

Selected Modules/ Courses

Short Course

Application Number : L00000236

Modules/ Courses	Department/ Units	Application Status	Payment Type	Accept?
Foundations in Health Professions Education (Ensuring Quality in Health Professional Education)	MED DO - CET	Accepted [Pending Payment]	Corporate-Sponsored	Accept
<input type="button" value="View Application"/> <input type="button" value="Accept Offer & E-Payment"/>				

Application Number : L00000201

Modules/ Courses	Department/ Units	Application Status	Payment Type	Accept?
Foundations in Health Professions Education (Teaching and Learning Strategies for the Healthcare Professionals in the N	MED DO - CET	Processing	Self-Sponsored	
Fundamentals of Simulation-Based Healthcare Education	MED DO - CET	Successful	Self-Sponsored	Accept
<input type="button" value="View Application"/> <input type="button" value="Accept Offer & E-Payment"/>				

You have come to the end of the registration process!

If you experience any difficulties, please email evelyn.kok@nus.edu.sg and we will be happy to assist you!