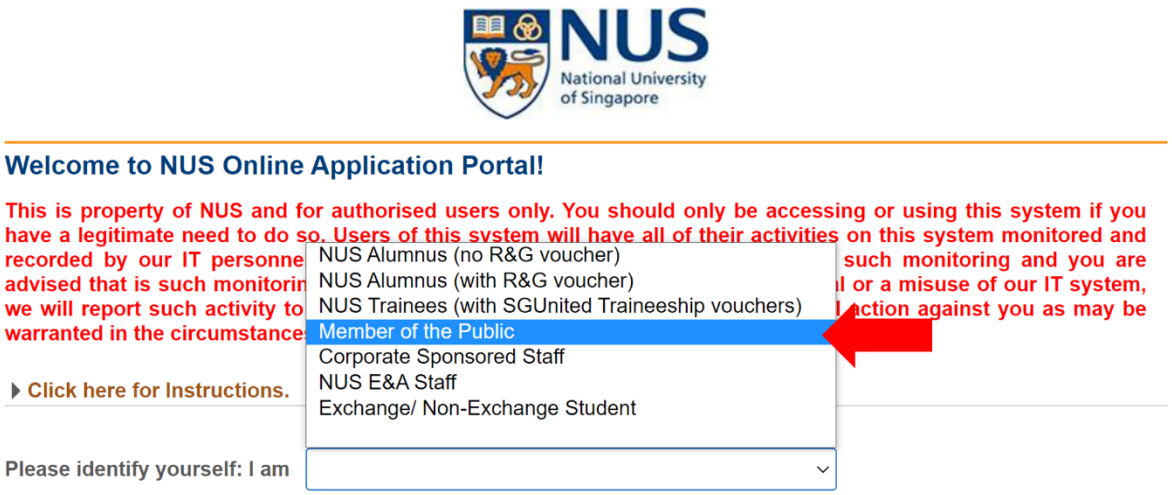
Faculty of Arts and Social Sciences
Social Service Research Centre

NUS Online Application Portal (OAP)

Registration Guide for Self-Sponsored Participants

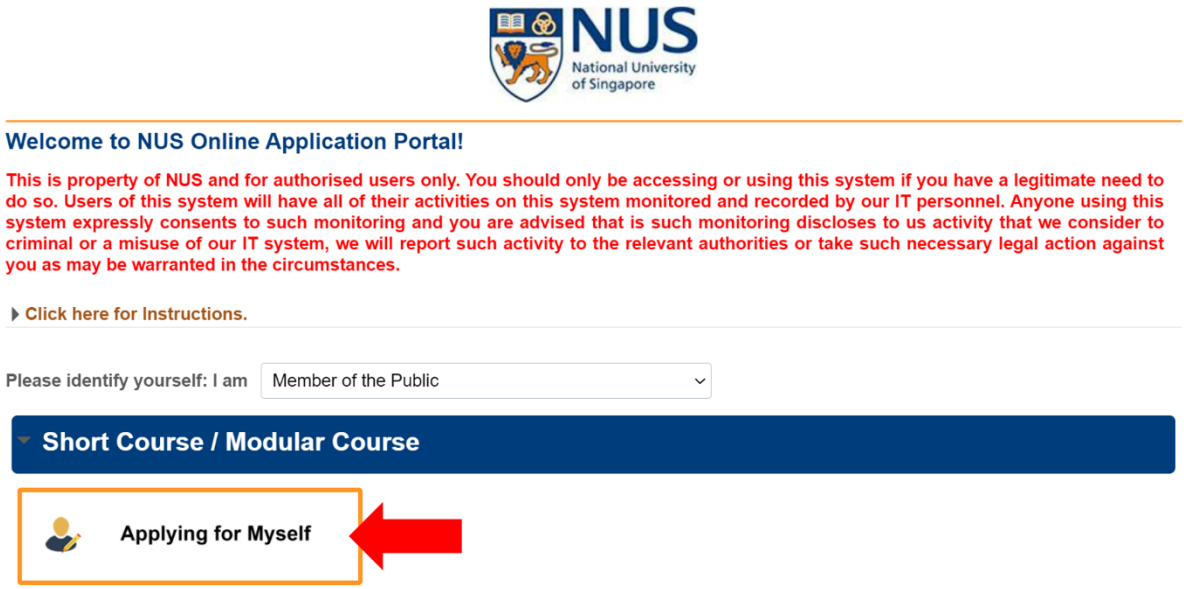
Step 1:

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



Step 2:

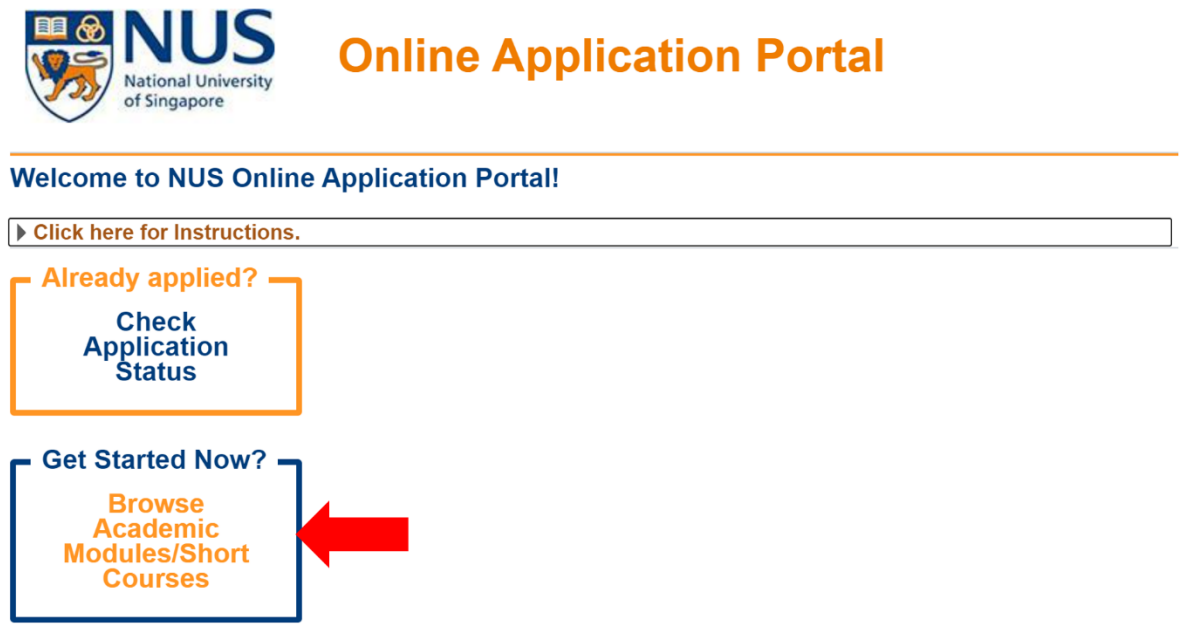
Click on “Short Course / Modular Course”, then select “Applying for Myself”.



The Shaw Foundation Building, Block AS7, Level 3, 5 Arts Link, Singapore 117570
Tel: (65) 6601 5019 Fax: (65) 6777 0751
Website: https://fass.nus.edu.sg/ssr/
Company Registration No: 200604346E

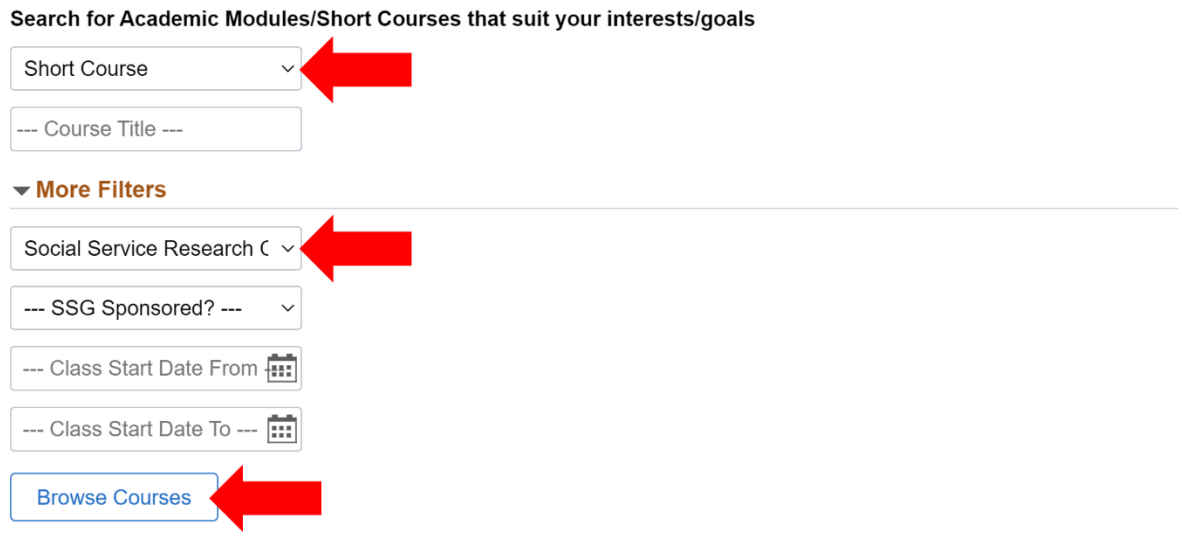
Step 3:

Click on “Browse Academic Modules/Short Courses”.



Step 4:

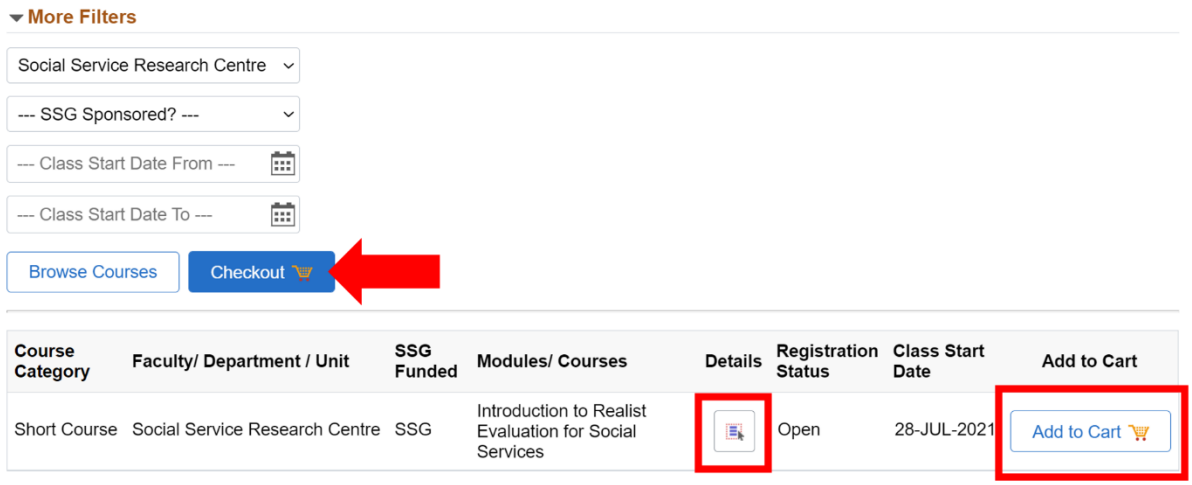
Select “Short Course” from the dropdown list. Select “Social Service Research Centre” from the faculty dropdown list, then click on “Browse Courses”.



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”.

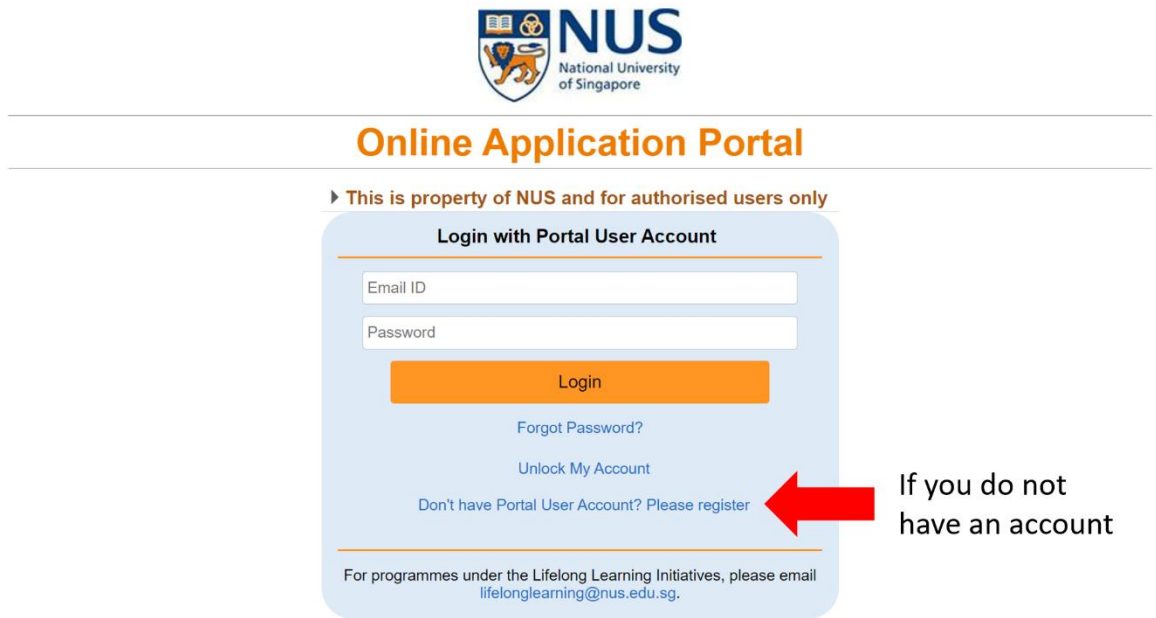


Step 6:

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.



Step 7:

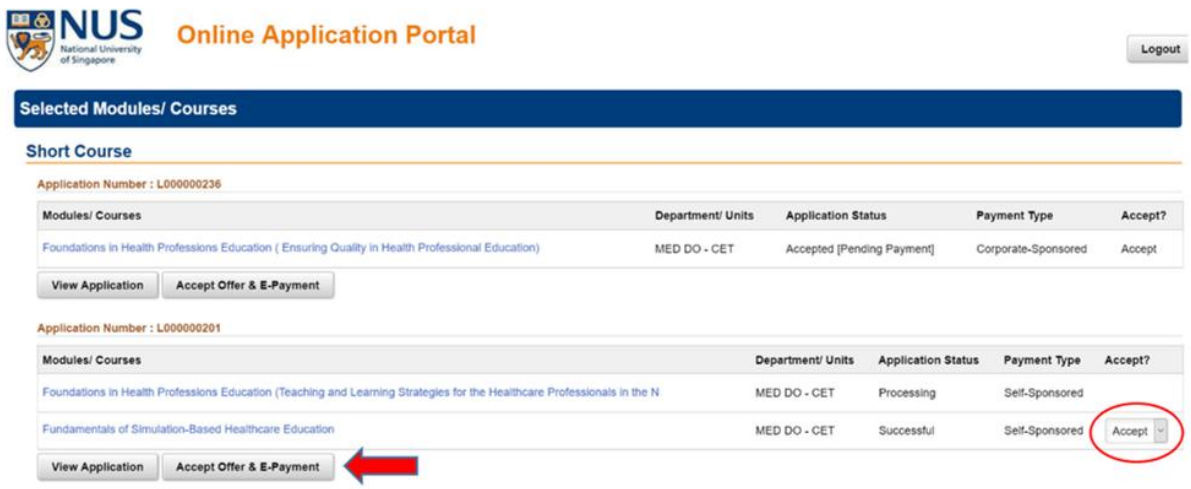
Complete the rest of the required information and submit your application. You will receive an acknowledgement email once your registration has been submitted.

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.



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!