



# Applicant Guide to the Graduate Admission System

## Table of Content

1. Introduction.....	1
2. Accessing the NUS Graduate Admission System.....	2
3. Submit an Application.....	6
3.1 Personal Particulars.....	7
3.2 Academic Qualifications.....	9
3.3 Test Scores.....	10
3.4 Publications/ Awards / Professional Certifications/ Etc.....	11
3.5 Employment History & Other Experiences.....	12
3.6 Current and Past NUS Applications.....	13
3.7 Application to Other Institutions.....	14
3.8 Source of Finance.....	14
3.9 Referee.....	15
3.10 Supporting Documents.....	16
3.11 Health Information.....	16
3.12 Declaration.....	17
3.13 Review Before Submission.....	18
4. Application Checklist.....	19
4.1 Payment of Application Fee.....	20
5. Managing Referees.....	21
5.1 Send Reminder to Referee.....	21
5.2 Edit/Remove an Assigned Referee.....	22
5.3 Reinstating a Referee.....	22
5.4 Email Invitation to Submit Referee Report.....	24
6. Submit Reply on Offer.....	25

## 1. Introduction

This Applicant Guide is a reference for applicants who wish to apply to the NUS graduate programmes using the Graduate Admission System.

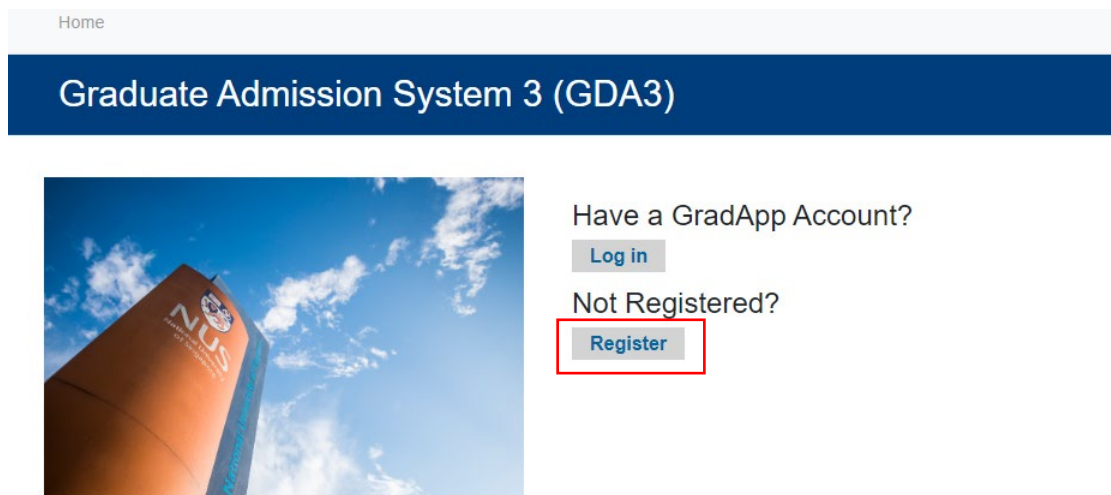
As the admission requirements vary from programme to programme, please expect to encounter pages / sections that may be different from those shown in this guide.

If you require assistance on your online application, please [contact](#) the respective Faculty/School that you are applying to.

## 2. Accessing the NUS Graduate Admission System

You can access the Graduate Admission Systems (GDA3) at <https://gradapp.nus.edu.sg/apply>

At the login page, applicants can register for an account to start an application or log in if they have an existing account.



After clicking on “Register” you will be brought to this page to enter your information. Please note that the email address which you provide when creating your new GDA account will also be your login ID. You will also receive email notifications relating to your applications via this email address.

Hence, it is important that you remember which email address you provided as you will need it to access the system and receive alerts.

## Register

To register for an account, please enter the information requested below.

- 1) Please register **one** account for **each** email address. Please do **not** link one email address to multiple accounts.
- 2) Your email address will serve as your Login ID.
- 3) If you have already registered, please return to the previous screen and "Log In" with your Email Address (i.e. your Login ID).

Email Address	<input type="text" value="usertestgda3@gmail.com"/>
First Name	<input type="text" value="Li"/>
Last Name	<input type="text" value="Test"/>
Birthdate	<input type="text" value="January"/> <input type="text" value="1"/> <input type="text" value="2000"/>
<input type="button" value="Continue"/>	

GDA3 will send a temporary PIN to the registered email address. If you did not receive your temporary PIN in the next few minutes, please check your junk mail folder.

## Login

A temporary PIN has been sent to your email address. If you do not receive this message in the next few minutes, please check your junk mail folder.

Email	usertestgda3@gmail.com	<a href="#">switch</a>	
Account	Test, Li		
Temporary PIN	<input type="text"/>		
Birthdate	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="Login"/>			



Dear Li Test,

Thank you for your interest in NUS's graduate programmes.

You are receiving this email because you have successfully registered for an account. To activate the account, please click on [Activate Account](#). When requested for a password, please enter the issued PIN:

**878370652**

You will then be prompted to set up your personal password.

We look forward to receiving your application submission soon.

Regards,

Graduate Admission System Administrator  
National University of Singapore

*This is a system-generated message. Any replies to this message will not be received. Please contact the programme administrator for further assistance.*

GDA3 will prompt applicants to set a password.

Home

## Graduate Admission System 3 (GDA3)

### Set Password

To protect the security of your account, please specify a new password. The password must meet complexity requirements.

New Password

New Password (again)

- ✗ At least one letter
- ✗ At least one capital letter
- ✗ At least one number
- ✗ Be at least 12 characters
- ✗ New passwords must match

Once the password is set up, applicants can proceed to search for the programme to apply for.

Li Test [Logout](#)  
Applicant ID: 652805953  
usertestgda3@gmail.com

### Search for Programme

**Which degree type would you like to apply for?**

Doctor by Coursework       Doctor of Engineering

Doctor of Pharmacy       Doctor of Philosophy

Graduate Diploma       Master's by Coursework

Master's by Research

**Please select your preferred commitment**

Full-Time

Part-Time

**When would you like to enroll?**

January 2024

May 2024 Special Term

June 2024 Special Term

August 2024

Applicants can further search for their desired programme by using Filter by Programmes or Filter by Faculty search field.

Programme	Faculty	Department	Application Open Date	Application Close Date	Action
Doctor of Philosophy (Mechanobiology FoS)	Faculty of Science	Biological Sciences	01 Aug 2023	31 Dec 2023	
Doctor of Philosophy (Mechanobiology NUSGS)	NUS Graduate School	Integrative Sciences & Engineering Prog	01 Aug 2023	31 Dec 2023	
Doctor of Philosophy (NUS Medicine)	Yong Loo Lin School of Medicine	Dean's Office (Medicine)	01 Aug 2023	31 Dec 2023	
Doctor of Philosophy (NUS Medicine-Cancer Science Institute of Singapore)	Yong Loo Lin School of Medicine	Cancer Science Institute of Singapore	01 Aug 2023	31 Dec 2023	
Doctor of Philosophy in Anthropology	Faculty of Arts & Social Sciences	Sociology & Anthropology	01 Aug 2023	31 Dec 2023	
Doctor of Philosophy in Architecture	College of Design & Engineering	Architecture	01 Aug 2023	31 Dec 2023	
Doctor of Philosophy in Biological Sciences	Faculty of Science	Biological Sciences	01 Aug 2023	15 May 2024	<a href="#">Apply Now</a>
Doctor of Philosophy in Biomedical Engineering	College of Design & Engineering	Biomedical Engineering	01 Aug 2023	31 Dec 2023	

Should applicants require more information on the programme, they can mouse over and click on the programme. A new tab will be launched with the programme's information.

Programmes that are open for applications will have the Apply Now button. Application Open and Close Dates are indicated next to the respective programmes. To apply, click on the Apply Now. Applicants will be brought to the summary page to confirm the Programme Detail and application fee.

Li Test [Logout](#)

## Begin Your Application

Li Test (usertestgda3@gmail.com)  
Not Li Test? [Click here](#)
[Log Out](#)

<b>Programme</b>	Doctor of Philosophy in Biological Sciences
<b>Degree Type</b>	Doctor of Philosophy
<b>Enrolling In</b>	August 2024
<b>Preferred Commitment</b>	Full-Time
<b>The application fee for this programme is (SGD):</b> \$50.00	

Once confirmed, click on the Confirm Programme Details. The applicant will be brought to the Application page to start the application process. Click on the Application ID to open the application form. More information on the Application will be shared in the Submit An Application section.

# Applicant Guide to the Graduate Admission System

Li Test [Logout](#)  
Applicant ID: 652805953  
usertestgda3@gmail.com

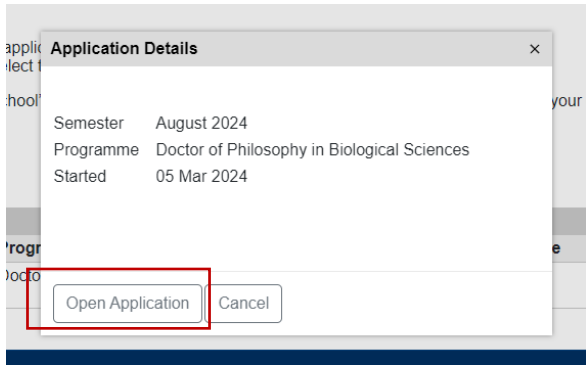
## One final step, Li!

You have successfully kick-started your application for the programme!  
To enter your application form, please select the programme name below.

Here's a tip – please visit the Faculty/ School's website for comprehensive instructions and requirements specific to your chosen programme throughout the application process.

[Add New Programme](#)

Your Applications					
Application ID	Semester	Programme	Started Date	Submitted Date	Status
R322491566	August 2024	Doctor of Philosophy in Biological Sciences	5 Mar 2024		Pending Submission



If you have forgotten your password, you can reset it here. A temporary PIN will be sent to your registered email address to setup a new password.



Have a GradApp Account?

[Log in](#)

Not Registered?

[Register](#)

## Login

To log in, please enter your email address and password.

Email Address

Password

[Forgot Your Password?](#)

### 3. Submit An Application

When you are ready to submit your application for the programme, click on the Application ID.

Li Test [Logout](#)  
Applicant ID: 652805953  
usertestgda3@gmail.com

One final step, Li!

You have successfully kick-started your application for the programme!  
To enter your application form, please select the programme name below.

Here's a tip – please visit the Faculty/ School's website for comprehensive instructions and requirements specific to your chosen programme throughout the application process.

[Add New Programme](#)

Your Applications					
Application ID	Semester	Programme	Started Date	Submitted Date	Status
R322491566	August 2024	Doctor of Philosophy in Biological Sciences	5 Mar 2024		Pending Submission

You will be brought to the following page to complete the various sections of the application. Please note that different programmes may have different admission requirements and the sections may differ between programme.

<ul style="list-style-type: none"><li>Home</li><li><b>Personal Particulars</b></li><li>Academic Qualifications</li><li>Test Scores</li><li>Publications/ Awards/ Certifications/ Etc</li><li><b>Employment History &amp; Other Experiences</b></li><li>Current &amp; Past NUS Application(s)</li><li>Application to Other Institutions</li><li>Source of Finance</li><li>Referees</li><li>Supporting Documents</li><li>Health Information</li><li>Declarations</li><li>Review Before Submission</li></ul>	<p>You will need to complete all sections in the application.</p> <p>Information in the section (<b>highlighted in red</b>) will be pre-populated if you submit applications to another programme. In other words, you need not refill information in these sections in subsequent application(s) to other programmes.</p>
---	--



### 3.1 Personal Particulars

If you are successful in your admission, your official name will be printed on your NUS Student Card, as well as on your Academic Transcript and Degree Scroll upon graduation. For full-time International Students, your personal particulars will be submitted to the Singapore Immigration and Checkpoint Authority (ICA) for your Student Pass application.

Please ensure that your personal particulars correspond **exactly** with the information printed on your National Identity Card or Passport.

Home	<h2>Personal Information</h2> <p><i>* denotes required field</i></p> <h3>Name</h3> <p>Salutation *</p> <p>Please note:</p> <ul style="list-style-type: none"> <li>Please use ONLY English alphabets</li> <li>Please enter a hyphen ( '-' ) under "Family / Last Name" if you have only one name</li> </ul> <p>Family / Last Name *      Legal / First Name *</p> <p>Suffix (if applicable)</p> <p>Please state your name as per your national ID document, e.g. NRIC for Singaporeans and passport for Foreigners. Please capitalise your family name (if applicable). *</p> <h3>Biographical Information</h3> <p>Date of Birth *</p> <p>Gender *</p> <p>Race *</p> <p>Are you an NUS alumnus? If you are an NUS Alumnus, you obtained an undergraduate / postgraduate degree or graduate diploma from NUS or one of its five predecessor institutions. Please refer to this link for the detailed definition. *</p> <p>LinkedIN URL</p> <p>Scopus ID</p> <h3>Nationality Information</h3> <p>Country of Birth *</p> <p>Singapore Residency Status *</p> <p>NRIC *</p> <h3>Contact Information</h3>
<b>Personal Particulars</b>	
Academic Qualifications	
Test Scores	
Publications/ Awards/ Certifications/ Etc	
Employment History & Other Experiences	
Current & Past NUS Application(s)	
Application to Other Institutions	
Source of Finance	
Referees	
Supporting Documents	
Health Information	
Declarations	
Review Before Submission	

If you are a Singapore Citizen and Singapore Permanent Resident, you are required to provide your NRIC number. For international applicants who are currently residing in Singapore on a Pass, please specify the type of Singapore Pass which you are holding. If you do not hold any of such document, please select "Not Applicable".

## Contact Information

As part of the University's efforts to ensure readiness in dealing with crisis or emergency situations, it is compulsory for you to provide your Personal Contact Information and Next of Kin Contact.

The image shows a web form for contact information. It is divided into several sections: 'Current Address', 'Home Address', 'Contact Numbers', and 'Next-of-Kin Information'. The 'Current Address' section includes fields for Country (Singapore), Street, City, Region (Select Region), and Postal Code. The 'Home Address' section has a 'Same as Current Address' checkbox and similar fields. The 'Contact Numbers' section includes fields for Mobile Number and Alternate Contact Number, and a dropdown for 'May we contact you via Text?'. The 'Next-of-Kin Information' section is currently empty, with a table header showing 'Name' and 'Relationship'. A modal window titled 'Next of Kin Information' is open, allowing the user to add a new entry. This modal contains fields for Family (Last) Name, Given Name, Relationship, Email Address, and Phone Number (with a format example: +Country Code-Area Code-Phone Number). It also has an 'Address' section with Country, Street, and City fields. A red arrow points from the 'Add Next-of-Kin' link in the main form to the modal window.

**Current Address \***

Country \* Singapore

Street \*

City \*

Region \* Select Region

Postal Code \*

**Home Address \***

Same as Current Address

Country \* Singapore

Street \*

City \*

Region \* Select Region

Postal Code \*

**Contact Numbers**

Please enter your contact number(s) in this format: +Country Code-Area Code-Contact Number

E.g. +44-121-1234567 / +65-91000587 / +1-123-1234567

Mobile Number \*

Alternate Contact Number

May we contact you via Text? \*

**Next-of-Kin Information**

Please provide details on your next-of-kin. \*

Name	Relationship
<a href="#">Add Next-of-Kin</a>	

**Next of Kin Information**

Family (Last) Name \*

Given Name \*

Relationship \*

Email Address

Please enter next-of-kin's phone number in this format: +Country Code-Area Code-Phone Number

E.g., +44-121-1234567 / +65-91000587 / +1-123-1234567

Phone Number \*

**Address**

Country \* Singapore

Street \*

City \*

Save Cancel

Applicants are required to indicate their ability to speak or write in their native language and any other acquired languages.

**Language Proficiency**

What is your Native (First) Language? \*

English ▾

**Native Language Proficiency**

	1 (Lowest)	2	3	4 (Highest)
Spoken *	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Written *	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

You may report any additional language(s) in which you are proficient below.

Language	Spoken Proficiency	Written Proficiency
<a href="#">Add Language</a>		

Continue

To continue to the next section, or to save the section to continue the application later, applicants can click the **Continue** button.

### 3.2 Academic Qualifications

Please provide details of your academic qualifications (including postgraduate qualification, if any) that you have completed, or are going to complete, under this section.

Click on the relevant link to provide details of your academic qualifications.

Click on the relevant Choose File button to upload the required documents.

### 3.3 Test Scores

Certain graduate programmes may require the applicant to demonstrate readiness for graduate study through a specific standard of achievement in common placement examinations such as:

- GRE (Graduate Record Exam)
- TOEFL (Test for English as a Foreign Language) or IELTS (International English Testing System)
- GMAT (Graduate Management Admission Test)

These tests may be required by certain Programmes and will be displayed in the Application form.

#### Test Scores

**Standardised Test Scores**

**Programme Requirements**  
The GRE is **compulsory** for your application to the Doctor of Philosophy in Biological Sciences programme.

You may report your standardised test scores below.

GRE

Date	Verbal	Quantitative	Analytical Writing	Total
<a href="#">Add Scores</a>				

**Standardised Test Score Reports**

Please upload a copy of your standardised test score report(s). If your score reports are not available currently / will only be available after the application deadline, you may like to check with the programme coordinator regarding the deadline of submission.

No file chosen

Please add test scores and click the Choose File button to upload the test score report.

GDA3 prompts applicants to add TOEFL/IELTS test scores if these tests are required by the programme.

### 3.4 Publications/ Awards / Professional Certifications/ Etc.

If you have obtained any relevant awards or prizes that may support your application for admission, you can provide the details under this section.

Home	<p>Publications/ Awards/ Professional Certifications/ Etc</p> <p><b>Awards and Honours</b></p> <p>Have you received any academic awards? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Please list any relevant academic awards you have received. *</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Awarding Body</th> <th>Award Name</th> <th>Level</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td colspan="5"><a href="#">Add Award</a></td> </tr> </tbody> </table> <p>Evidence of your academic awards is optional for your programme. If you would like to include these items, you can attach them below or upload them after submitting your application.</p> <p><input type="button" value="Choose File"/> No file chosen</p> <p><b>Independent Research</b></p> <p>Have you had any independent research projects? *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p><b>Publications</b></p> <p>Have you authored/co-authored any publications? *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p><b>Conferences</b></p> <p>Have you authored/co-authored any conference papers? *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p><b>Intellectual Property</b></p> <p>Intellectual Property ('IP') can be Patents, Trademarks, Designs, Copyright or Software Registrations, etc.</p> <p>Do you have any intellectual properties under your name? *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p><b>Licensures, Professional Certifications, and Memberships</b></p> <p>Do you have any professional licenses or certifications? Please include only relevant qualifications. *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p><input type="button" value="Continue"/></p>	Date	Awarding Body	Award Name	Level	Type	<a href="#">Add Award</a>				
Date		Awarding Body	Award Name	Level	Type						
<a href="#">Add Award</a>											
Personal Particulars											
Academic Qualifications											
Test Scores											
<b>Publications/ Awards/ Certifications/ Etc</b>											
Employment History & Other Experiences											
Current & Past NUS Application(s)											
Application to Other Institutions											
Source of Finance											
Referees											
Supporting Documents											
Health Information											
Declarations											
Review Before Submission											

### 3.5 Employment History & Other Experiences

You need not complete this section if you do not have any working experience at the point of your application. To help you check for accuracy, the total duration of your work experience will be automatically computed and displayed once you have keyed in the start and end date of your employment.

The screenshot shows a web form titled "Employment History & Other Experiences". On the left is a navigation menu with items like Home, Personal Particulars, Academic Qualifications, Test Scores, Publications/ Awards/ Certifications/ Etc, Employment History & Other Experiences (highlighted), Current & Past NUS Application(s), Application to Other Institutions, Source of Finance, Referees, Supporting Documents, Health Information, Declarations, and Review Before Submission. The main form area asks if the user has relevant work experience (Yes/No), lists all relevant work experience, and provides a table for employment history with columns: Dates Employed, Employment Type, Organisation, Designation, and Location. Below this is a table for Leadership Experience with columns: Leadership Period, Organisation, and Role. There is also a section for Volunteer Experience with columns: Volunteer Period, Organisation, and Role. A "Continue" button is at the bottom. A red arrow points from the "Add Employer" link to a callout box. Another red arrow points from the "Add Leadership Position" and "Add Volunteer Service" links to another callout box. A third red arrow points from the "Add Employer" link to a third callout box.

**Employment History & Other Experiences**

Do you have any relevant work experience(s) that may help with your application(s)? \*

Yes  
 No

Please list all relevant work experience that may help with your application(s). \*

Please provide details on your employment history. \*

Dates Employed	Employment Type	Organisation	Designation	Location
<a href="#">Add Employer</a>				
Years of Employment (Total Duration) : Year(s) Month(s)				
<b>Leadership Experience</b>				
Please list any leadership position(s) you have/had.				
Leadership Period		Organisation		Role
<a href="#">Add Leadership Position</a>				
<b>Volunteer Experience</b>				
Please list any volunteer activities / community services that you have participated in.				
Volunteer Period		Organisation		Role
<a href="#">Add Volunteer Service</a>				

**Employment Details**

Company/ Organisation \*

Employed From \*

Current Employer

Employed To \*

Nature of Organisation

Industry \*

Company's Main Activity

Country \*

City \*

Region \*

Designation \*

**Callout Box 1:** Click on the Add Employer link to provide your work experience in reversed chronological order (i.e., latest employment first).

**Callout Box 2:** Click on the Add Leadership Position and Add Volunteer Service if you have held any leadership position or have any volunteer experience.

### 3.6 Current and Past NUS Applications

Applicants to research programmes are to propose a Thesis Advisor and thesis title/research area, research institute/centre attached to, etc. Please share where you first heard about the programme that you are applying to and indicate if they have applied to any graduate programme(s) at NUS, regardless of the status/outcome.

Test Scores	<p><b>Current Application: Research Interests</b></p> <p>You can propose a Thesis Advisor who closely aligns with your research interest.</p> <p>Please explore and identify the possible Advisors in your fields of interest here.</p> <p>Alternatively, you can select your proposed Thesis Advisor from this list: View Faculty of Science Thesis Advisors</p> <p>Please enter the name of your proposed Advisor(s) in the fields below.</p> <p>First Preference Advisor <input type="text"/></p> <p>Second Preference Advisor <input type="text"/></p> <p>Have you made contact with your proposed advisor(s)? *  <input type="radio"/> Yes  <input type="radio"/> No</p> <p>Proposed Thesis Title/ Area of Research <input type="text"/></p> <p>Research Institute/ Centre Attached To (If Applicable) <input type="text"/></p>
Publications/ Awards/ Certifications/ Etc	
Employment History & Other Experiences	
<b>Current &amp; Past NUS Application(s)</b>	
Application to Other Institutions	
Source of Finance	
Referees	
Supporting Documents	
Health Information	
Declarations	
Review Before Submission	

**Source(s) of Information**

Please share with us how you first learnt about this programme you are currently applying to. \*

- NUS Graduate School's Website
- NUS Graduate School's Social Media
- NUS Graduate School's Information Sessions
- NUS Graduate Education Open House
- Social Media
- Online Media
- Print Media
- Education Fair / Information Fair
- Education Guide / Higher Education Ranking
- Word of Mouth / Recommendation
- Others

Other than this current application, are you intending to apply to any other Graduate programmes in NUS? \*  
 Yes  
 No

**Previous NUS Graduate Applications**

Have you previously applied to any graduate programme(s) at NUS, regardless of the status/outcome? \*

Yes  
 No

Please provide details on your previous NUS graduate programme application(s). \*

Year	Course Level	Programme	Status
<a href="#">Add Application Details</a>			

**Reapplication Details**

Please share why you are re-applying to NUS. \*

Please provide an update on any new aspects of your professional, international, academic or personal profile that would not have been included in your previous application. \*

Please state any improvements you have achieved since your previous application(s). Please select all that apply.

- Improved Test Scores
- Additional Research Experiences
- Additional Qualifications
- Additional Publications
- Additional Awards
- Other

Please provide details if you have previously applied to any graduate programme(s) at NUS.

### 3.7 Application to Other Institutions

Please share if you are applying or have applied to other graduate programmes outside of NUS.

#### Application to Other Institutions

**Other University Applications**

Could you share with us please whether you are applying / have applied to other graduate programmes at universities other than NUS in this application cycle? \*

Yes  
 No

Please provide details regarding your application(s) to other universities. \*

University Name	Course Level	Programme	Status
<a href="#">Add Other Universities' Application Details</a>			

Continue

**Other University's Postgraduate (PG) Application Details** x

Country of Programme \*

PG University \*

Degree Type \*

Degree Name \*

Discipline \*
 

- Finance, Accounting, Management, Economics
- Science, Technology, Engineering, Mathematics, Health Sciences
- Social Sciences, International Affairs, Politics Policies
- Communication & Media Studies, Arts & Design, Music
- Law and Legal Studies

Application Status \*

Source of Finance \*

Save
Cancel

### 3.8 Source of Finance

Applicants are to select the source of finance (e.g., applying for scholarship, on company sponsorship, self-funding applicant, etc.) if enrolled into the programme. If you are applying for a scholarship, please select the scholarship that you are applying for. Please note that some research programmes do not allow applicants to enroll if they are not awarded the scholarship.

Li Test

Home	<h3 style="margin-top: 0;">Source of Finance</h3> <div style="background-color: #004a7c; color: white; padding: 5px; margin-bottom: 10px;"> <b>Current Application: Source of Finance</b> </div> <p>How do you plan to finance your graduate education? *</p> <p> <input checked="" type="checkbox"/> Scholarship  <input type="checkbox"/> Self Finance  <input type="checkbox"/> Other Financial Assistance         </p> <p>Scholarship *</p> <p> <input type="checkbox"/> NUS Chongqing Research Institute Scholarship  <input type="checkbox"/> NUS Research Scholarship  <input type="checkbox"/> NUS Suzhou Research Institute Scholarship  <input type="checkbox"/> Singapore International Graduate Award (SINGA)         </p> <p>Do you wish to be considered for admission if your research scholarship application is not successful (where applicable)? *</p> <p> <input type="radio"/> Yes  <input type="radio"/> No         </p> <div style="text-align: center; margin-top: 10px;"> <span>Continue</span> </div>
Personal Particulars	
Academic Qualifications	
Test Scores	
Publications/ Awards/ Certifications/ Etc	
Employment History & Other Experiences	
Current & Past NUS Application(s)	
Application to Other Institutions	
Source of Finance	
Referees	
Supporting Documents	



### 3.9 Referee

As part of the review criteria, the Faculty/School may require at least one referee's report(s) for the programme. In this section, you can create referee details and assign referees to your application.

## Referees

This programme requires a minimum of two (2) referee reports. Please "Add Referee" below to enter information of your referees. Your referees will receive an email with instructions on completing the Referee Report form and/or uploading the reference letter. \*

Name	Organisation	Relationship	Status	Status Date
<a href="#">Add Referee for Referee Report</a>				

Continue

Click on the Add Referee for Referee Report link. You are required to enter the referee's information. Please provide the referee's company email address.

Click Send to Recommender button once all details have been provided. The referee report form will be sent to the assigned referee.

Test, Referee	National University of Singapore	Direct Supervisor: Research (Faculty - Asst Prof & Above)	Sent to Referee	6 Mar 2024
---------------	----------------------------------	---	-----------------	------------

### 3.10 Supporting Documents

#### Supporting Documents

*Recommended file format - PDF.  
Recommended per file maximum size upload at ~5MB.  
If uploading more than 1 file, kindly ensure the total upload size (regardless number of files on this page) is less than 25MB.*

<p><b>Statement of Purpose / Motivation Letter</b></p> <p>A Statement of Purpose / Motivation Letter is optional for this programme. If you would like to include a Statement of Purpose / Motivation Letter, you can attach it below or upload it after submitting your application.</p> <p><input type="button" value="Choose File"/> No file chosen</p>
<p><b>Personal Statement</b></p> <p>A personal statement is required for your programme. You can attach this material below or upload it after submitting your application. Your personal statement must be received before your application's review starts.</p> <p><input type="button" value="Choose File"/> No file chosen</p>
<p><b>Research Proposal</b></p> <p>A research proposal is optional for this programme. If you would like to include a research proposal, you can attach it below or upload it after submitting your application.</p> <p><input type="button" value="Choose File"/> No file chosen</p>
<p><b>Personal CV</b></p> <p>A personal CV is required for your programme. You can attach the document below or upload it after submitting your application. Your personal CV must be received before your application's review starts.</p> <p><input type="button" value="Choose File"/> No file chosen</p>
<p><b>National ID</b></p> <p>A copy of your NRIC documentation is required for your programme. You can attach this material below or upload it after submitting your application. Your NRIC must be received before your application's review starts. Do note that you should include both Front and Back of your NRIC.</p> <p><input type="button" value="Choose File"/> No file chosen</p>
<p><b>Passport-size Photo</b></p> <p>A passport-size photo is required for your programme. You can attach this material below or upload it after submitting your application. Your photo must be received before your application's review starts.</p> <p>Passport-Size Photo Upload <input type="button" value="Choose File"/> No file chosen</p> <p><input type="button" value="Continue"/></p>

This section allows you to upload supporting document(s) that are required or optional for assessment.

Click on the Choose File button to upload the relevant documents.

### 3.11 Health Information

Applicants with disabilities may face challenges in certain programmes. Should you require special needs, it is advisable that you make this known under this section.

Home	<h2>Health Information</h2> <p><b>Health Information</b></p> <p><b>Health And Support</b> Do you have any past or current 1) medical, e.g. epilepsy, allergies, tuberculosis, 2) mental health, e.g. anxiety, eating disorder, depression, 3) disability or learning needs, e.g. autism, dyslexia, visual impairment, which may or may not cause you to require the support or facilities while studying at the University?</p> <p>Students with colour-blindness are advised to indicate their condition here as they may face challenges in certain programmes in Engineering, Design &amp; Environment and Science related majors.</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>If you are taking any <b>medication</b>, please provide details of medication.</p> <div style="border: 1px solid #ccc; height: 100px; width: 100%;"></div>
Personal Particulars	
Academic Qualifications	
Major Information and Audition Repertoire	
Referees	
Supporting Documents	
<b>Health Information</b>	
Declarations	
Review Before Submission	

### 3.12 Declaration

Applicants are to complete the declarations honestly.

Home	<h2>Declarations</h2> <p><b>Academic Disciplinary Action</b></p> <p>Are you currently, or have you ever been under investigation, charged with or subject to disciplinary action or enquiry for any type of misconduct, scholastic or otherwise, at any educational institution? *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p><b>Other Disciplinary Action</b></p> <p>Have you ever been the subject of any other disciplinary action (including, but not limited to, during military/national service or at place of employment)? *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p><b>Legal/ Criminal Offences</b></p> <p>Have you ever been convicted of any offence by a court of law in any country or are there any court proceedings pending against you anywhere in respect of any offence (excluding minor traffic violations)? *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p><b>Government Subsidy/ Sponsorship</b></p> <p>Have you received any Singapore government fee subsidy or sponsorship from any Singapore government agency for any previous graduate studies, i.e. Graduate Diploma, Master's and Doctorate programmes? *</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p><b>Final Declarations</b></p> <p>Personal data will be collected, stored and retained in accordance with NUS's Personal Data Protection policy and procedures, Singapore's Personal Data Protection Act (PDPA) and related Singapore data protection legislation. Please read the University's <a href="#">Data Protection Notice</a> and accept the terms and conditions before submitting your application. *</p> <p><input type="checkbox"/> I accept the terms and conditions of NUS's Personal Data Protection policy.</p> <p><input type="checkbox"/> I declare that all the information given by me in this application and any additional documents attached hereto are true to the best of my knowledge and that I have not willfully suppressed any material fact. I accept that if any of the information given by me in this application is in any way false or incorrect, my application may be rejected, any offer may be withdrawn or my candidature may be terminated summarily or I may be dismissed from NUS.</p> <p>Type your full name below as your signature. *</p> <input type="text"/>
Personal Particulars	
Academic Qualifications	
Test Scores	
Publications/ Awards/ Certifications/ Etc	
Employment History & Other Experiences	
Current & Past NUS Application(s)	
Application to Other Institutions	
Source of Finance	
Referees	
Supporting Documents	
Health Information	
<b>Declarations</b>	
Review Before Submission	

### 3.13 Review Before Submission

Before submitting your application, please ensure that all mandatory fields and documents are updated. You will not be allowed to submit your online application if there are any mandatory sections that are not completed. Such sections will be highlighted in **red**. You can go back to the relevant section by clicking on the link.

This section will also detect optional sections that are left blank. While it is not compulsory to complete these in order to submit your application, you may wish to complete them if they are relevant in proving your credentials and eligibility for the programme. Such sections are highlighted in **orange**.

## Review Before Submission

We have detected the following errors with your application.  
These errors must be corrected before submission.

Section	Required Field or Error
<a href="#">Source of Finance</a>	Please respond to all required financing questions.
<a href="#">Referees</a>	Please ensure you have sent a referee request to a minimum of two unique referees.
<a href="#">Declarations</a>	Please acknowledge NUS' Personal Data Protection policy.
<a href="#">Declarations</a>	Please acknowledge the Truthfulness Statement.
<a href="#">Declarations</a>	Please respond to all required questions.
<a href="#">Declarations</a>	Please type your full name as your signature.

We have detected the following potential problems with your application:

Section	Warning
<a href="#">Employment History &amp; Other Experiences</a>	Optional: Please provide information on your leadership or volunteer experiences, if you have any.
<a href="#">Supporting Documents</a>	You have not yet uploaded a copy of your NRIC. This material will be required prior to reviewing your application.
<a href="#">Supporting Documents</a>	You have not yet uploaded your Personal CV. This material will be required prior to reviewing your application.

Save for Later

Please ensure that the information entered in the application form is accurate as you are unable to make changes to your application after the submission is done.

#### 4. Application Checklist

This section will indicate if further information or documents are required to be completed for assessment. Please note that the status of checklist may take 30 – 60 minutes to be updated.

Greetings, Li!

Thank you for applying to Doctor of Philosophy in Biological Sciences. This is where you can view this particular programme's application status, required materials that you have not submitted, eg supporting document(s), payment(s) due, etc. If you do contact us on this particular application, please specify R322491566 in your email.

To apply to another programme, please access the Programme Search Portal.

Application ID to be quoted in any enquiries.

##### Application Checklist

Please note that it may take 30 - 60 minutes for the status of checklist items to be updated.

Return to main page by selecting another submitted application from the dropdown list.

Status	Details	Date
✓ Received	GRE Scores	03/06/2024
✓ Received	Degree Scroll / Certificate for National University of Singapore (NUS)	03/06/2024
✓ Received	Transcript for National University of Singapore (NUS)	03/06/2024
✓ Received	NRIC Documentation	03/06/2024
✓ Received	Passport-Sized Photo	03/06/2024
✓ Received	Personal CV	03/06/2024
✓ Received	Personal Statement	03/06/2024
✗ Awaiting	Degree Scroll / Certificate for Singapore Management University	
✓ Received	Transcript for Singapore Management University	03/06/2024
✗ Awaiting	Recommendation from Referee Test, National University of Singapore Sent to recommender on 03/06/2024.	
✗ Awaiting	Recommendation from Spencer Reid, National University of Singapore Sent to recommender on 03/06/2024.	

Change Email Address  
Change Password  
Logout

To re-send notification emails to your recommenders, re-visit the recommendations page, click "Edit", and then click "Send Reminder".

##### Supplementary Materials Checklist

Status	Details	Date
✗ Awaiting	Faculty of Science Supplemental Application	

Please click to complete the supplemental application if it is required by the Programme.

##### Optional Materials Checklist

Status	Details	Date
Optional	Proof of Payment of Application Fee	
✓ Received	Research Proposal	03/06/2024
✓ Received	Statement of Purpose / Motivation Letter	03/06/2024

##### Payment Due: 50.00 SGD

✗ Awaiting Application Fee - Submit Payment for 50.00 SGD

Please click this link to make payment of the application fee.

##### Upload Materials

You may upload materials listed within your Application and Optional Materials checklists below. All materials listed within the Supplementary Materials checklist will be uploaded within your Supplemental Application. We have received the following documents from you:

- 03/06/2024 03:45 AM - Personal Statement
- 03/06/2024 03:34 AM - Statement of Purpose / Motivation Letter
- 03/06/2024 03:34 AM - NRIC Documentation
- 03/06/2024 01:39 AM - Transcript Copy: Singapore Management University
- 03/06/2024 01:38 AM - Transcript Copy: National University of Singapore (NUS)
- 03/06/2024 03:34 AM - Research Proposal
- 03/06/2024 03:34 AM - Passport-Sized Photo
- 03/06/2024 01:38 AM - Degree Scroll / Certificate: National University of Singapore (NUS)

No file chosen

No file chosen

Application Fee Payment Receipt  
NRIC Documentation  
Passport-Sized Photo  
Personal Statement  
Research Proposal  
Statement of Purpose / Motivation Letter  
Degree Scroll / Certificate: Singapore Management University

from you:

Total Score
310

You may report additional standardised test scores below.

To submit any outstanding documents, scroll down to Upload Materials Section. Click on the dropdown list and select the outstanding item. Click Choose File to select the file and click Upload to upload the document.

## 4.1 Payment of Application Fee

Please note that your application will not be processed until the application fee (if any) is paid. Payment can be made by using VISA, Mastercard, Amex, Alipay or PayNow.

**Payment Due: 50.00 SGD**

✘ Awaiting    Application Fee - [Submit Payment for 50.00 SGD](#)

---

Submit Payment

Payment Details	
Description	Application Fee for Li Test
Amount Due	SS\$50.00



Disclaimer: Please note that the application/acceptance fee is non-refundable and non-transferable. By submitting the fee, you acknowledge and agree to the following terms and conditions:

1. Non-refundable: The application/acceptance fee is non-refundable under any circumstances. This includes but is not limited to cases where an applicant decides not to enroll, withdraws from the university, or is unable to attend for any reason.
2. Non-transferable: The application/acceptance fee is non-transferable and cannot be applied to any other individual or programme. It is specifically intended for the purpose of securing your admission and cannot be transferred to another student or used for any other purpose.
3. Payment deadline: The application fee must be paid by the application closing date. Failure to make the payment before the application closing date may result in your application not being accepted. The acceptance fee must be paid by the specified deadline mentioned in the admission offer letter. Failure to make the payment within the given timeframe may result in the revocation of the admission offer.
4. Terms subject to change: National University of Singapore reserves the right to modify or amend the terms and conditions related to the acceptance fee at any time, without prior notice. It is the responsibility of the applicant to stay updated with any changes communicated by the university.

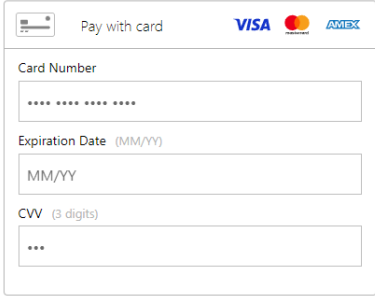

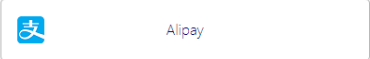
By submitting the application and acceptance fee, you agree to comply with the above terms and conditions and understand that the fee is non-refundable and non-transferable. Please carefully consider these conditions before proceeding with the payment.

## Payment Method

This is a list of different ways you can pay for your selections. To proceed, please select the following. Please note that payment should be completed within 15 minutes.

	 <p>Click Here Pay by Visa, Mastercard, Amex or Alipay</p>	 <p>PayNow Pay by scanning a QR code with your device.</p>
Number	ECOLL00016507	PayNow
Amount	\$50.00	

 <p>Pay with card    VISA    Mastercard    AMEX</p> <p>Card Number .....</p> <p>Expiration Date (MM/YY) MM/YY</p> <p>CVV (3 digits) ...</p>	 <p>Scan the code with your device and complete the payment. This page will update when the payment is complete.</p>
 <p>Alipay</p>	Amount Payable \$50.00
<input type="button" value="Select a different payment method"/>	<input type="button" value="Select a different payment method"/>
<input type="button" value="Cancel"/>	<input type="button" value="Cancel Payment"/>

You will see this page once payment is successful. Click on View Payment Receipt to print a copy of the receipt for reference, or click Return to Status to return to the Application Checklist page.

## Graduate Admission System 3 (GDA3)

### Payment Received

The payment of S\$50.00 has been successfully received.

[Return to Status](#)

[View payment Receipt](#)

The checklist will be updated to show that payment has been received.

## 5. Managing Referees

As referee reports are commonly included as part of the assessment criteria for NUS graduate programmes, this section highlights the key aspects on the management of referees.

### 5.1 Send Reminder to Referee

You can send a reminder to the assigned referee(s) by clicking on the recommendations page link in the Application Checklist page.

✘	Awaiting	Recommendation from Referee Test, National University of Singapore Sent to recommender on 03/06/2024.
✘	Awaiting	Recommendation from Spencer Reid, National University of Singapore Sent to recommender on 03/06/2024.

To re-send notification emails to your recommenders, re-visit the recommendations page, click "Edit", and then click "Send Reminder".

#### Referees

This programme requires a minimum of two (2) referee reports. Please "Add Referee" below to enter information of your referees. Your referees will receive an email with instructions on completing the Referee Report form and/or uploading the reference letter. \*

Name	Organisation	Relationship	Status	Status Date
<a href="#">Add Referee for Referee Report</a>				
Reid, Spencer	National University of Singapore	Direct Supervisor: Research (Faculty - Asst Prof & Above)	Sent to Referee	6 Mar 2024
Test, Referee	National University of Singapore	Direct Supervisor: Research (Faculty - Asst Prof & Above)	Sent to Referee	6 Mar 2024

[Continue](#)

**Referee Information** Prev Next x

Title \* Prof.

Family (Last) Name \* Test

Given (First) Name \* Referee

Designation \* Professor

Organisation \* National University of Singapore

What is your relationship with this Referee?

Relationship \* Direct Supervisor: Research (Faculty - Asst Prof & Above)

How long have you known this Referee?

Years Known \* 2 years

**Contact Information**

Email Address \* test@nus.edu.sg

Contact Number \* +65 9123 4567

Send Reminder
Exclude
Close

The referees page will open. Click on the respective referee to send a reminder.

## 5.2 Edit/Remove an Assigned Referee

To edit or remove an assigned referee, click on the Exclude button.

**Referee Information** Prev Next x

Title \* Prof.  
Family (Last) Name \* Test  
Given (First) Name \* Referee  
Designation \* Professor  
Organisation \* National University of Singapore

What is your relationship with this Referee?  
Relationship \* Direct Supervisor: Research (Faculty - Asst Prof & Above)

How long have you known this Referee?  
Years Known \* 2 years

**Contact Information**

Email Address \* test@nus.edu.sg  
Contact Number \* +65 9123 4567

21 Lower Kent Ridge Road

The referee status changed to Excluded from Consideration.

## Referees

This programme requires a minimum of two (2) referee reports. Please "Add Referee" below to enter information of your referees. Your referees will receive an email with instructions on completing the Referee Report form and/or uploading the reference letter. \*

Name	Organisation	Relationship	Status	Status Date
<a href="#">Add Referee for Referee Report</a>				
Test, Referee	National University of Singapore	Direct Supervisor: Research (Faculty - Asst Prof & Above)	Excluded from Consideration	7 Mar 2024
Reid, Spencer	National University of Singapore	Direct Supervisor: Research (Faculty - Asst Prof & Above)	Sent to Referee	7 Mar 2024

Click on Add Referee for Referee Report to add a new referee.

## 5.3 Reinstating a Referee

**Referee Information** Prev Next x

Title \* Prof.  
Family (Last) Name \* Test  
Given (First) Name \* Referee  
Designation \* Professor  
Organisation \* National University of Singapore

What is your relationship with this Referee?  
Relationship \* Direct Supervisor: Research (Faculty - Asst Prof & Above)

How long have you known this Referee?  
Years Known \* 2 years

**Contact Information**

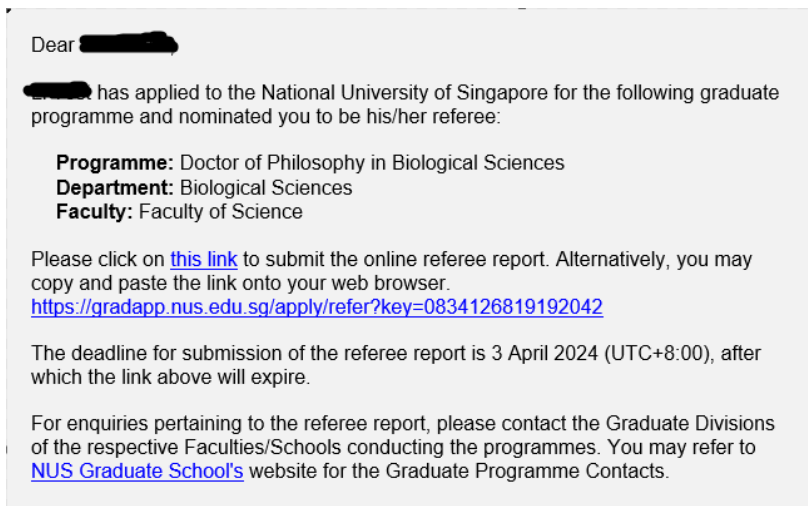
Email Address \* test@nus.edu.sg  
Contact Number \* +65 9123 4567

To reinstating the previously excluded referee, click on the respective referee and click the Reinstate button.



#### 5.4 Email Invitation to Submit Referee Report

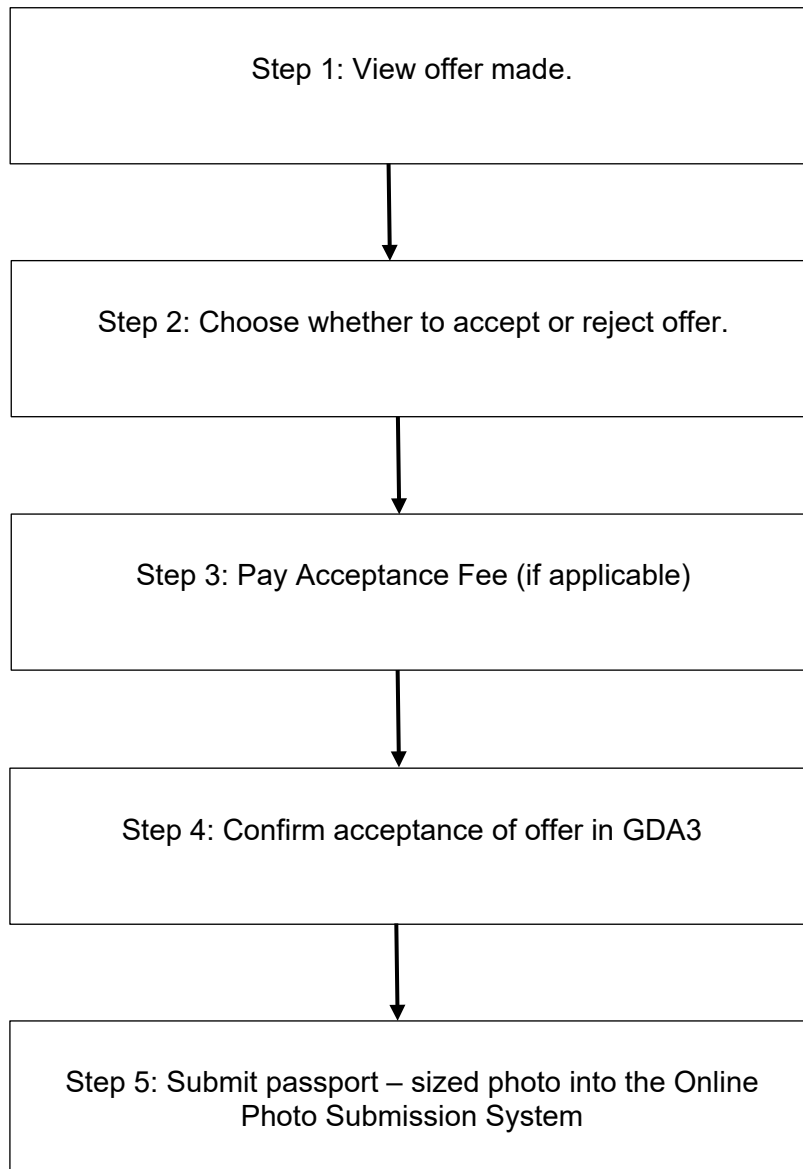
After you have submitted your application online, your assigned referees will each receive an email inviting them to submit their referee report online within 28 days from the date of the email:



Applicants can send reminders to their assigned referees. An email notification will be triggered to the referee. If the deadline for submission of the referee report has passed, the referee will be given a 1-week extension to submit his referee report.

## 6. Submit Reply on Offer

Applicants, who receive offers to the NUS graduate programmes, will be notified via email to submit their acceptance via the Graduate Admissions System. This section explains the various steps to take when accepting the NUS offer online: -



**Step 1: View offer made**

Log into GDA3 and click on the Application ID with the status “Offer Made”.

One final step, Li!

You have successfully kick-started your application for the programme!  
To enter your application form, please select the programme name below.

Here's a tip – please visit the Faculty/ School's website for comprehensive instructions and requirements specific to your chosen programme throughout the application process.

[Add New Programme](#)

Your Applications					
Application ID	Semester	Programme	Started Date	Submitted Date	Status
R322491566	August 2024	Doctor of Philosophy in Biological Sciences	5 Mar 2024	6 Mar 2024	Pending Submission of Supplementary Form
<b>K430232681</b>	August 2024	Master of Computing – General Track	10 Mar 2024	10 Mar 2024	<b>Offer Made</b>
K625007244	August 2024	Master of Music	11 Mar 2024		Pending Submission

Overview of the Application Management Page page

The screenshot shows the 'Application Management Page' for a user named 'Li'. At the top, there is a navigation bar with a 'Home' link and the 'Graduate Admiss...' logo. Below this, a 'Greetings, Li!' message is followed by a thank-you note for applying to the 'Master of Computing – General Track' and a link to the 'Programme Search Portal'. The 'Status Update' section shows a recent update on March 8, 2024, with a 'View Update >>' link. The 'Forms' section lists a 'Required' 'Admission Reply Form'. A 'Payment Due: 5,000.00 SGD' section shows an 'Awaiting' status for the 'Acceptance Fee'. Below this, a table of 'standardised test scores' shows a GRE score of 310 from January 8, 2023. Another table shows 'English Proficiency scores' with an IELTS score of 8 from January 1, 2022. A dropdown menu is set to 'Master of Computing – General Track', with links for 'Change Email Address', 'Change Password', and 'Logout'. A 'Home' link is also present in the top left.

**Callouts:**

- Home:** To return to main screen to view application
- View Update >>:** To view offer letter
- Admission Reply Form:** Click to accept or decline offer
- Master of Computing – General Track:** Return to main page by selecting another submitted application from the dropdown list.
- Other Applications:** To view status of other submitted applications.

Please complete your online reply by the deadline given in your admission offer letter. If you have been offered admission to multiple programmes, please note that you can only accept one programme within the same intake.

## **Step 2: Choose whether to accept or reject offer**

Next, select the relevant option to confirm if you are accepting or declining the offer of admission.

### Admission Reply Form

Li Test (usertestgda3@gmail.com)  
Not Li Test? [Click here](#)

[Log Out](#)

Master of Computing – General Track

August 2024

Reply Deadline:

#### Offer Response

Do you accept this offer? \*

- I WOULD LIKE TO ACCEPT my offer of admission  
 I DECLINE my offer of admission.

- If you are accepting the offer, you will be prompted to select acceptance reason(s). Click submit to confirm your decision on the Admission Reply Form. There are some programmes that require applicants to pay the acceptance fee. Kindly note that your offer acceptance will not be considered as final until NUS has received your acceptance fee. Payment of acceptance fee will be made outside of the Admission Reply Form in Step 3.
- If you decide to reject the offer of admissions, you will be prompted to select a reason for declining the offer. Click submit to confirm your decision.

## **Step 3: Pay Acceptance Fee (if applicable)**

Payment of acceptance fee can be made by click on the Submit Payment link. Please refer to the chapter on “Payment for Fees” for details.

Greetings, Li!

Thank you for applying to Master of Computing – General Track. This is where you can view this particular programme's application status, required materials that you have not submitted, eg supporting document(s), payment(s) due, etc. If you do contact us on this particular application, please specify **K430232681** in your email.

To apply to another programme, please access the [Programme Search Portal](#).

#### Status Update

An update to your application was last posted March 8, 2024.

[View Update >>](#)

#### Forms

**Required** Admission Reply Form

Return to main page by selecting another submitted application from the dropdown list.

Master of Computing – General Track - v

Payment Due: **5,000.00 SGD**

**X** Awaiting [Acceptance Fee - Submit Payment for 5000.00 SGD](#)

[Change Email Address](#)  
[Change Password](#)  
[Logout](#)

We have received the following standardised test scores from you:

Test Date	Test Type	Total Score
2023-01-08	GRE (Self-Reported)	310

You may report additional standardised test scores below.

[Add Standardised Test Scores](#)

We have received the following English Proficiency scores from you:

Test Date	Test Type	Total Score
2022-01-01	IELTS (Self-Reported)	8

You may report additional English Proficiency scores below.

[Add English Proficiency Scores](#)

Once payment of acceptance fee is made, the payment due activity will disappear.

Home

## Graduate Admission System (GDA3)

Greetings, Li!

Thank you for applying to Master of Computing – General Track. This is where you can view this particular programme's application status, required materials that you have not submitted, eg supporting document(s), payment(s) due, etc. If you do contact us on this particular application, please specify **K430232681** in your email.

To apply to another programme, please access the [Programme Search Portal](#).

**Status Update**  
An update to your application was last posted March 8, 2024.  
[View Update >>](#)

**Forms**  
✔ 03/12/2024 Admission Reply Form [Display](#)

Return to main page by selecting another submitted application from the dropdown list.  
Master of Computing – General Track ▾

[Change Email Address](#)  
[Change Password](#)  
[Logout](#)

**We have received the following standardised test scores from you:**

Test Date	Test Type	Total Score
2023-01-08	GRE (Self-Reported)	310

You may report additional standardised test scores below.

[Add Standardised Test Scores](#)

You have confirmed acceptance of offer. Click on Home to view the Offer Accepted status.

Welcome, Li!

Congratulations for taking your first step in applying for a graduate programme at NUS!

Here's a tip – please visit the Faculty/ School's website for comprehensive instructions and requirements specific to your chosen programme throughout the application process.

To resume an application, please click on the programme name.

[Add New Programme](#)

Your Applications					
Application ID	Semester	Programme	Started Date	Submitted Date	Status
R322491566	August 2024	Doctor of Philosophy in Biological Sciences	5 Mar 2024	6 Mar 2024	Offer Made
K430232681	August 2024	Master of Computing – General Track	10 Mar 2024	10 Mar 2024	Offer Accepted
K520461245	August 2024	Master of Music Leadership	11 Mar 2024	13 Mar 2024	Awaiting Application Fee Payment

## **Step 5: Submit passport – sized photo**

Submit a passport-size colour photo which will be used for the printing of your NUS student card. Access the Online Photo Submission System via the link in your offer letter or [here](#).

**Online Photo Submission for New Undergraduate Students**  
*[NUS Restricted]*

Please key in your **Application Number** and **Personal Identification Number (PIN)** to login.

Do note that you are required to accept the NUS offer online, before you proceed to submit your digital photo.  
To login to the system, you will be required to login with your Admission Application Number and Password/PIN.

If you have forgotten your Admission Application Number and / or PIN;

- a. you may go to [here](#) to retrieve, if you are an OAM Admission Applicant.
- b. you may go to [here](#) to retrieve, if you are a YST Admission Applicant.
- c. you may go to [here](#) to retrieve, if you are a BTech Admission Applicant.
- d. you may go to [here](#) to retrieve, if you are an Advance@NUS Admission Applicant.
- e. you may go to [here](#) to retrieve, if you are an ALCNS Part-Time Nursing Degree Admission Applicant.

**Important Notes:**

1. You are required to read the [requirements](#) for the photo before you submit your photo online.
2. NUS students will use their Application Number and key in the first 8-characters of your admission PIN if your PIN is more than 8 characters. YST music students will use their Application Number and [Application Password](#) to login.
3. Please do not submit your photo if you are not matriculating for the current year.
4. If you encounter this error message "Missing confirmed upload/submit button" while using Internet Explorer, please log in to the system again with Google Chrome as your browser.

Application Type :

Application Number :

Application Password/PIN:

Your photo submission will be processed within one week.  
Please login again after one week to check on the status.  
If your submitted photo is rejected, please re-submit a new photo as soon as possible.  
Kindly email to [UGRegistration](#) should you have any enquiries or encounter any problems.

Please enter the following to log in: -

- Select GDA from the Application Type dropdown list.
- Key in your Application Number.
- Key in the email address that is used for your application
- Key in your password used to log into GDA3.
- Click Login to log into the Online Photo Application.

Name: Liu Test Pei shan

Applicant Number: R438453771


Please ensure that the following [specifications](#) are met before uploading the photo:

- 1) The photo should be a direct view of your face and shoulders.
- 2) Facial features should be clearly shown.
- 3) The background should be plain and light in colour.
- 4) The photo must be saved in .jpg format.
- 5) The dimension (width by height) must be 340 by 453 pixels, with an aspect ratio of 0.75. (Aspect ratio is width/length e.g.  $340 / 453 = 0.75$ )
- 6) The file size of the photo should be less than 125kb.

**CAUTION: Failure to submit a photograph that meets the requirements will delay the processing of the student card and registration formalities.**

Please attach the photo file below:

No file chosen

 Student photo


Please verify that your name and Application Number are correct.

To avoid any delay in the printing of the card, please ensure that the uploaded photo meets the [NUS Requirements of Photograph for Online Submission](#).

An error message will appear if the applicant's photo submission is rejected. If there are any error in your name and application number, please [contact](#) the relevant Faculty/School directly.

Please attach the photo file below:

No file chosen

 Student photo

**This photo is not in the correct dimension (Width by Height = 340 by 453 pixels) and aspect ratio (0.75). Please resubmit your photo using the correct dimension and aspect ratio.**

Please re-submit an improved photo for approval as soon as possible by clicking the Choose File and repeat the steps. This is to prevent any delay or forfeit of your acceptance of offer.

Upon submission, a message will show that the photo is pending verification and processing. Applicants can login to the system again in one week's time to check the status of the photo submission.

Name: Liu Test Pei shan  
Applicant Number: R438453771

**Photo Submitted Successfully**

Your photo has been submitted to the Registrar's Office for verification and processing. Please login to the system again in one week's time to check the status of your photo submission.

If your photo is rejected, you will be informed via email. Please re-submit a photo that meets the [requirements](#) at the soonest possible.

[Logout](#)

After the photo is verified and accepted by the Faculty/School, the Status of Photo Submission will be reflected as "Approved".

Status of Photo Submission: **Approved**



NUS Graduate School  
National University of Singapore  
University Hall  
Tan Chin Tuan Wing  
Level 5  
21 Lower Kent Ridge Road  
Singapore 119077