

Student's Pass Online Application and Registration (SOLAR)

For International Students Pursuing Full-Time Studies

(Information accurate as of 24 May 2026)

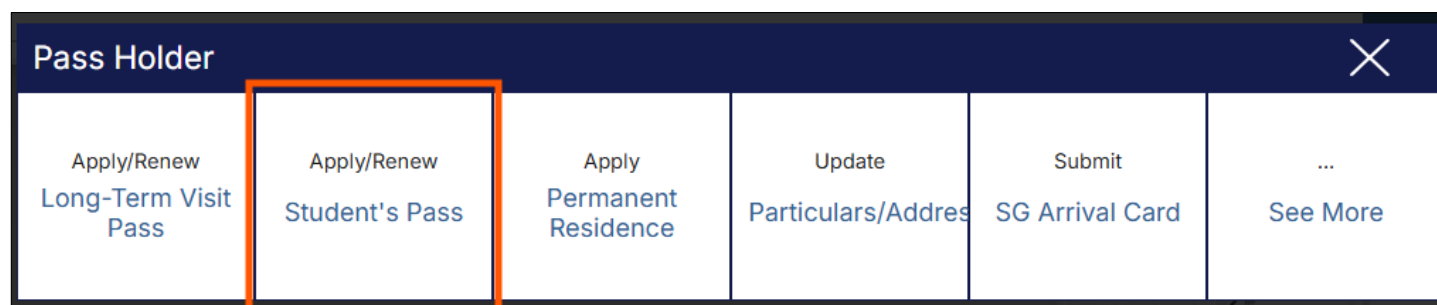
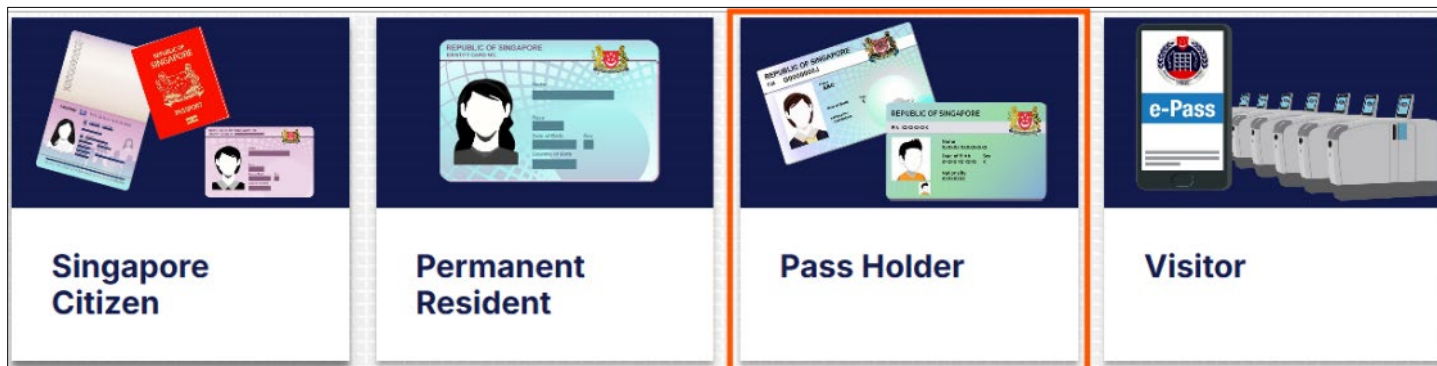
Important Notes for New Graduate Research Students:

- Please start the Student's Pass (STP) application only after receiving an email from the University.
- If you accept our offer of admission, the University will apply for the STP on your behalf via the Singapore Immigration & Checkpoints Authority (ICA) SOLAR system.
- ICA will issue only one STP to a student at any given time. You may apply to multiple institutions, but you can only accept ONE offer.
- If you have previously accepted an offer from another institution but now wish to accept an offer from NUS, you must first inform the other institution to cancel their STP application before submitting your eForm 16.

Procedure to Submit eForm 16

Step 1

Go to the ICA website (<https://www.ica.gov.sg>), click on "Pass Holder", followed by "Apply/Renew Student's Pass".



Step 2 Select “**Institutes of Higher Learning**”, followed by “**Apply Online**”.

The requirements and procedures for a Student's Pass differ slightly depending on the type of educational institution in which you intend to study. For more information on the type of educational institution, please click on the appropriate links below.

- [Approved Private Education Institutions](#)
- [Foreign System Schools and Privately-Funded Schools](#)
- [Government/Government-Aided/Independent Schools](#)
- [Institutes of Technical Education](#)
- [Kindergartens and Childcare Centres](#)
- [Institutes of Higher Learning](#)

Documents Required

[Apply Online](#)

You will need the following documents/ information to complete your Student's Pass application, please have them ready before you apply:

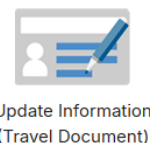
- The Registration Acknowledgement Letter from the school you plan to attend
- Your travel document biodata page and birth certificate (if applicable)
- Your personal information, including the list of countries / places you have previously resided in, your educational background, employment history and financial support
- Your parents', spouse's, and/or siblings' personal information (if applicable)
- Your residential address and contact details in Singapore
- Your email address
- Your recent, passport-sized, digital, colour photograph taken within the last three months. Please refer to the [photo guidelines](#) for more information.

Step 3 Select “**Foreign Student**” icon to begin.
(Please do not use the “Back” and “Forward” browser buttons, as this may end the transaction.)



ICA Website

Apply online at least two months and not more than three months before course begins. For more information on application of Student's Pass, please see [Frequently Asked Questions \(FAQs\)](#).



Update Contact Information
(Email Address/SG Mobile
Number)



Cancellation of
Student's Pass

Enter the required information and click “**Login**”.



 [ICA Website](#)

Full Name (As appears in travel document)

e.g. NU-YYYY-000000000012345

Sex

Nationality/Citizenship

Date of Birth

Select Here

Select Here

[Back](#)

[Login](#)

Note:

Note.

STP Application Number	For security reasons, your unique STP application number will be provided to you via email
Nationality	Please check that your particulars submitted to ICA are correct and correspond exactly with the information <u>printed on your passport</u> . Please inform the University immediately if there are any errors. DO NOT proceed with the STP application.
Date of Birth	
Sex	
Name	
- The name submitted to ICA must be in FULL (i.e. to include <u>first, middle and last</u> name/surname) and it must correspond exactly with the name printed on your passport. - Initials will not be accepted. - DO NOT include comma and other special characters in name except ‘slash /’ and ‘hyphen –’. - For names with diacritical marks (e.g. æ, é, ö), it should be submitted as per the Machine Readable Zone (MRZ), given at the bottom of the passport bio-data page. <u>For example</u>, Nilsen Christine Tønsberg would appear as “Nilsen Christine Toensberg” in the MRZ as shown below: PVNORNILSEN<<CHRISTINE<TOENSBURG<<<<<<<<<<<<	

Click “**Submit eForm 16**” icon and fill in the required information.



 [ICA Website](#)

Foreign Student Main Menu

I want to...



[View Application Status](#)



Note:

- a) Please ensure that the “**Course Type**” and “**Course**” are correct. Otherwise, please inform the University immediately. **DO NOT** proceed with the STP application.

Course Information

Institute Applied For

NATIONAL UNIVERSITY OF SINGAPORE

Course Type

XXXXXXXXXX

Course

XXXXXXXXXXXXXXXXXX

Period Applied From

XXXXXXXXXX

Period Applied To

XXXXZXXX

- b) Under “**Travel Document Details**” section, for “**Type**”, select “**INTERNATIONAL PASSPORT**”.

Travel Document Details

Type

INTERNATIONAL PASSPORT

Travel Document Number

Issue Date

Expiry Date

- c) Please provide a valid “**Email Address**”. All future correspondence, including the issuance of the digital STP (if approved), will be sent to this email address. **Please refrain from using sina.com or qq.com email domains, as you may encounter issues receiving your digital STP.**
- d) You may leave the “**Singapore Mobile Number (if available at time of application)**” and “**Residential Address in Singapore (if available)**” fields blank if unavailable at the time of application.

Contact Information

Email Address

XXXXXXXXXX@GMAIL.COM

Singapore Mobile Number (if available at time of application)

Residential Address in Singapore (if available)

Postal Code

Get Street Name

- e) Under “**Applicant's Father/ Mother Residential Address**”, please select the appropriate category and provide the “**NRIC Number/ FIN**” of your parents if they are Singaporean or foreigners working or living in Singapore. Otherwise, select “**None of the above**”.

Applicant's Father Residential Address

- ☐ Singapore Citizen
- ☐ Singapore Permanent Resident
- ☐ Resident (Long Term Visit Pass/work pass/dependent's pass etc.)
- ☐ None of the above

Father's NRIC Number/FIN

Singapore Mobile Number

Applicant's Mother Residential Address

- ☐ Singapore Citizen
- ☐ Singapore Permanent Resident
- ☐ Resident (Long Term Visit Pass/work pass/dependent's pass etc.)
- ☐ None of the above

Mother's NRIC Number/FIN

Singapore Mobile Number

Step 6

After clicking “**Next**”, you will see the “**Document Required**” page. Please submit the required documents by the deadline indicated. Otherwise, the draft application will be deleted.

a) Signed Form16

Click on the “**Download Form 16**” button to download the form, sign it and save a scanned copy. Please ensure that the information in the eForm 16 is correct. Otherwise, please click the “**Back**” button to edit the form. Any missing signature or incomplete eForm 16 uploaded will cause unnecessary delays in processing time.

b) Recent Passport Size Photo

The uploaded photo must not be digitally enhanced, as it will affect their ability to use government transactions requiring facial recognition. The photo must meet the [ICA's requirements](#).

c) Travel Document Biodata

You will be required to upload a clear image of the passport biodata page. Blurred images will result in delays and ICA may request another copy to be uploaded.

Once the above documents are ready, you may click the “**Next**” button to upload them. Please note that the “**Next**” button will only appear after you have clicked the “**Download Form 16**” button.

ICA
Securing Our Borders,
Safeguarding Our Home

ICA Website

Document Required

Deadline to submit documents

- Please upload all the required documents by **02 Sep 2026**, otherwise this draft application will be deleted.

XXXXXX (Applicant)▼

S/No.	Document Type
1	Form 16 Download Form 16
2	Passport Size Photo
3	Travel Document Biodata For sample illustration, click here

Back

Next

The “**Next**” button will only appear after you have clicked the “**Download Form 16**”.

Step 7 Upload the required documents and click "**Proceed**".

Passport Size Photo

Please submit a passport sized colour photograph which is taken within the last three months and against a white background

**Required*

Upload Document

Travel Document Biodata

Please upload your travel document biodata page

**Required*

Upload Document

Form 16

Please upload all pages of the signed eForms.

**Required*

Upload Document

Proceed

Step 8 Verify the information and click "**Submit**" at the bottom of the page. Please note that amendments of eForm 16 are not allowed after submission.

**ICA**
Securing Our Borders,
Safeguarding Our Home

ICA Website

Submit eForm 16

eForm 16

Document Listing Details

Document Repository Module

Confirmation



Photo

EM6vvGa4nK4VWC4sHD0zK... 1 / 3 81%

Form 16
IMMIGRATION ACT
IMMIGRATION REGULATIONS
APPLICATION FOR STUDENT'S PASS
[REGULATION 14(2)]

PART A - Particulars of Applicant			
Foreign Identification Number (FIN) (if applicable)			
NIL			
Full Name in BLOCK LETTERS		Surname/Family Name	Alias (if any)
XXXXXX		XX	NIL
Race	Religion (Denomination)	Sex	Date of Birth (DD/MM/YYYY)

Step 9

Click "**Make Payment**" to pay the \$45 non-refundable processing fee by the deadline indicated. Please note that your application will only be processed after the payment is made.



ICA Website

Submit eForm 16

eForm 16 Document Listing Details Document Repository Module Confirmation

Summary

You have successfully completed the eForm 16.
 The application will only be processed after the processing fee has been paid.
 Please proceed to make payment by **01 May 2026**, failing which, you will need to resubmit the eForm 16.

Deadline to make payment

[Go to Main](#) [Make Payment](#)

Step 10

The processing time is typically within one week (or up to two weeks if a visa is required), excluding the date of submission. Some applications may take longer time to process.

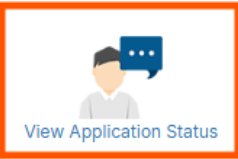
You may check the status of the application by clicking on the "**View Application Status**".



ICA Website

Foreign Student Main Menu

I want to...

 [View Application Status](#)

 [Print eForm 16](#)

 [Withdraw Application](#)

[Logout](#)

Note:

Please check your email and login to ICA SOLAR system regularly for updates. If you are required to upload any clarification document(s), you must do so within **14 days** of the email notification. Failure to do so will result in the STP application being withdrawn. Please also check your Junk / Spam folder.

Step 11

Once your Student's Pass application is approved, click on the **"Print Outcome Letter"** to obtain your **In-Principle-Approval (IPA) letter**.

- The IPA letter must be presented to the Immigration Officer upon arrival in Singapore.
- For visa-required nationals, the IPA letter also serves as a single-entry visa.



ICA Website

View Application Status

Important Notes ▾

- The Student's Pass has been granted **in-principle approval (IPA)**.
- Complete all 3 steps below within the validity of your IPA, or by the date as stated, failing which the IPA will be withdrawn.
- Overstaying in Singapore is an offence.** This IPA does not grant you a stay in Singapore.
- You may be exempted from reporting to ICA for the completion of formalities. The email address and Singapore mobile number provided in this application will be used to access the digital STP after its issuance.

Student's Pass Application Number	Full Name	Application Status	Step 1: Acknowledgement and Document Upload	Step 2: Make Payment	Step 3: Completion of Formalities
XXXXXXXXXXXX	XXXXXX	IPA (Pending Document Submission)	Terms & Conditions Complete Step 1 early. ICA will take up to <u>7 days</u> to process the case. Incomplete documents will result in ICA's withdrawal of the IPA.	Make Payment Please make payment after Step 1 shows completed.	Make Appointment Please make appointment 1 day after Step 2 is completed.

[Go to Main](#)[Print Outcome Letter](#)[Save as PDF](#)

Completion of Formalities (COF) for Issuance of Student's Pass

Access [ICA SOLAR system](#) and click on the “**View Application Status**” to complete the following steps before making your appointment.

Step 1

Click “**Terms & Conditions**” to complete the Terms & Conditions of Student's Pass (STP) Acknowledgement and upload the completed Medical Examination Report.

ICA
Securing Our Borders,
Empowering Our Future

ICA Website

View Application Status

Important Notes ▾

- The Student's Pass has been granted **in-principle approval (IPA)**.
- Complete all 3 steps below within the validity of your IPA, or by the date as stated, failing which the IPA will be withdrawn.
- Overstaying in Singapore is an offence.** This IPA does not grant you a stay in Singapore.
- You may be exempted from reporting to ICA for the completion of formalities. The email address and Singapore mobile number provided in this application will be used to access the digital STP after its issuance.

Student's Pass Application Number	Full Name	Application Status	Step 1: Acknowledgement and Document Upload	Step 2: Make Payment	Step 3: Completion of Formalities
XXXXXXXXXXXX	XXXXXXX	IPA (Pending Document Submission)	Terms & Conditions Complete Step 1 early. ICA will take up to 7 days to process the case. Incomplete documents will result in ICA's withdrawal of the IPA.	Make Payment Please make payment after Step 1 shows completed.	Make Appointment Please make appointment 1 day after Step 2 is completed.

Go to Main Print Outcome Letter Save as PDF

Note:

- a) The ICA-prescribed Medical Examination Report must be completed by a registered medical doctor before it is uploaded to the ICA SOLAR system. New applicants can undergo the medical examination in their home country. Those submitting an application for renewal / transfer must have their examination done in Singapore.

Incomplete or blank medical reports will result in the IPA being withdrawn. A new application will need to be submitted for consideration.

You must ensure that the Medical Examination Report meets the following requirements before uploading:

- Student's information (as shown in the travel document) is correctly filled in
- Clinic's stamp is endorsed
- Examining Doctor's name and date of medical examination (no more than 3 months ago) clearly stated
- An official English translation is provided, if written in a foreign language

- b) ICA will take up to **7 working days** to process the case.

Step 2	Once ICA approves the documents, you will be notified via email to make payment for the issuance fee and multiple-journey visa fee (if applicable). You may also login to the ICA SOLAR system to check if the "Make Payment" button has been activated.
---------------	---

Note:

- a) The e-Receipt will be generated once the payment is made. To ensure successful retrieval of the receipt, please disable the pop-up blocker before proceeding. ICA will not provide the e-Receipt if it has not been received or has been missed.

In the event that you did not receive or have missed the e-Receipt, you may follow the steps below to enquire about your Payment History:

Step 1	Go the ICA SOLAR system (https://eservices.ica.gov.sg/solar/index.xhtml)
Step 2	Click on "Foreign Student"
Step 3	Login with your details
Step 4	In the main menu, select "Enquire Payment History" icon to view the payment history of your Student's Pass Application
Step 5	Click on [Save as PDF] to save or print the payment history details

ICA Website

Foreign Student Main Menu

I want to...


View Application Status


Print eForm 16


Enquire Payment History


Withdraw Application

Step 3	Make an e-appointment for the Completion of Formalities (COF) for the Student's Pass at least one day after the payment has been made.
---------------	---

Note:

- a) For Semester 1 and Semester 2 main intakes, the COF will be conducted on campus during ICA's Offsite Enrolment (OSE) sessions. You will be notified of this in your IPA letter. An email with appointment booking details from the University will also be sent to your NUS email. Please keep a lookout for this email in your inbox/ junk mail.
- b) Students who walk-in without an e-appointment during the OSE period will be turned away.
- c) Students who miss their OSE appointment may book e-appointment to complete the formalities at ICA Building after their appointment has lapsed.


ICA
Securing Our Borders,
Subsiding Our Home

ICA Website

Student's Pass Application Number	Full Name	Application Status	Step 1: View and Upload Documents	Step 2: Make Payment	Step 3: Completion of Formalities
XXXXXXXXXXXXXXXXXX	XXXXXXXXXX	IPA	Completed	Completed	Make Appointment Please make appointment 1 day after Step 2 is completed.

For any queries regarding Student's Pass Online Application, please contact ICA by submitting the [ICA online contact form](#).