



College of Design
and Engineering

Summer Engineering Research Internship for US Students

SERIOUS FAQ

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Non-Graduating Application System

- 1. How do I apply for admission to the SERIUS program (after acceptance of project allocation) and when is the closing date?**

You have to apply via [NUS Online Application Portal](#) by 15 March, 11.59PM (Singapore Time).

- 2. What happens if I submit an application after the deadline?**

Any applications submitted after the stipulated deadline will not be processed and you will not be able to participate in the SERIUS program.

- 3. Do I need to submit an official transcript in the online application portal?**

Please submit a copy of your official academic transcript in the online application portal.

- 4. What should I do if I am unable to attach the files on the online application portal as the files are too huge?**

If the files are too huge to be uploaded in the online application form, you can email your supporting documents to nghelp@nus.edu.sg no later than 15 March.

- 5. Do I have to mail hard copy supporting documents to NUS?**

No, you do not have to post any hard copy supporting documents to NUS.

NUS Registration System

- 6. When will I receive the offer letter and instructions for application for Student's Pass (student visa)?**

You will receive them via email at least a month before the start of the program.

- 7. What are the registration procedures in NUS?**

a. Firstly, you need to complete the online Registration (Part One). You will have to update your personal particulars, agree to abide by the policies which form your [Acceptance Record](#); and complete the specified [Authorisation Requirements](#). Students who are under 18 years of age at the time of completing Registration (Part One) must print the following forms from the "Authorisation Requirements" section, have their parents/guardians sign on the forms and send a copy to Ms Quah Siok Ling for submission:

- Risk Acknowledgement and Consent*
- Authorisation of Medical Procedures / Appointment of Local Representative (for International Students)*

*b. After completing Registration (Part One) online, you have to make payment of Miscellaneous Student Fees online via NUS Education Records System (**EduRec**), <https://myedurec.nus.edu.sg> before you can complete Registration (Part Two) in person at NUS.*

c. During registration at SERIUS Welcome Session, you will be given your NUS Student Card and instructions to activate the NUS Student Card.

d. You will have to activate your Student Card via the [EduRec](#), after which, the student status will be 'Active' in NUS records. If students encounter problems with activation of the NUS Student Card, they can email nghelp@nus.edu.sg for assistance.

8. Do I need to activate my NUS Student Card?

You are required to activate their Student Card via [EduRec](#) immediately as access to NUS facilities and library book loans will be given one day after it is done.

Miscellaneous Student Fees (MSFs)

9. I have made my payment for Miscellaneous Student Fees (MSFs) online via the Education Records System (EduRec), but the payment is pending. What should I do?

If you were not prompted for your credit card information in a pop-up page, you would have to try to make the payment again. Turn off your internet browser's pop-up blocker and allow pop-ups, where applicable, before trying to make payment again.

10. Do I have to pay tuition and Miscellaneous Student Fees?

If you are an Exchange student, your tuition fee will be waived. However, you must pay for the Student Services Fee as well as the Health Service Fee.

11. What happens if I do not pay my fees?

A Negative Service Indicator (NSI) will be tagged against your student account as a "Hold". You will not be able to access your online examination results and your NUS transcript will also be withheld.

Student's Bill

12. Where can I check my student's bill?

You can check your student's bill and make payment for it via [EduRec](#).

13. I have completed the Non-Graduating Programme and was informed that I have outstanding fees. I am unable to access the EduRec to make the payment. How do I pay for the outstanding fees?

Students are unable to make payment for their outstanding fees via [EduRec](#) as their accounts with NUS will expire 1 month after the completion of the programme. Students will need to make the payment by using one of the modes of payment indicated at the following link:

<http://www.nus.edu.sg/finance/students/student-finance-matters.html>.

Student's Pass

14. What should I do if I need to obtain an entry visa to enter Singapore?

The University will apply for the entry visa and an "In-Principle Approval" (IPA) letter for all international students on their behalf through the Immigration and Checkpoints Authority's (ICA) Student's Pass Online Application and Registration (SOLAR) system.

For international students who require entry visa to Singapore, you are required to download and print a copy of your IPA letter via the SOLAR system after your application has been approved by ICA. Your IPA letter will serve as a single-trip entry visa upon arrival in Singapore.

The IPA letter will also be required to complete your Student's Pass formalities. You may check [ICA](#) website on your visa requirements.

15. Do I need to submit medical examination report for Student's Pass (student visa)?

As the duration for SERIUS programme is less than 6 months, you do not need to undergo and submit a medical examination report.

16. How much do I have to pay to apply for a Student's Pass?

Please refer to the 'Fees' section at the [ICA](#). Alternatively, you can enquire with the immigration officer at the counter or via email at ICA_STP1@ica.gov.sg.

17. How can I confirm if I need single or multiple-entry visa when holding a Student's Pass?

ICA will decide if you will need a single or multiple entry visas and this will be indicated in your IPA letter accordingly.

18. When do I need to complete my Student's Pass formalities?

You will need to complete your Student's Pass formalities after Registration (Part Two) within 2 weeks upon arrival. For the list of documents to submit to ICA, please refer to your IPA letter.

19. What are the accepted COVID-19 vaccinations for entry into Singapore?

Travellers are strongly encouraged to be vaccinated with COVID-19 WHO EUL vaccines. There are currently no requirements related to COVID-19 vaccines for entry to Singapore or for the Student's Pass application. You may refer to the [Entering Singapore](#) page for full details on entry requirements.

20. How do I make an e-appointment with Immigration & Checkpoints Authority (ICA)?

You must make an e-appointment via the [ICA e-appointment website](#) in order to complete the Student's Pass application formalities at ICA Building.

21. Where is the Immigration and Checkpoints Authority (ICA) building situated?

Immigration & Checkpoints Authority
ICA Building, 10 Kallang Road
Singapore 208718 (Next to Lavender MRT station)

When you arrive for your appointment, proceed to the Self-Service Ticketing Kiosk to collect a queue ticket. More information on Student's Pass (STP) can be found at the [FAQ](#) on ICA website.

Campus Accommodation

22. Must I stay on campus?

Yes, students are highly encouraged to stay on campus as it is usually costlier to find an off-campus accommodation.

23. When should I arrive in Singapore and NUS?

Students are encouraged to arrive in Singapore 1 or 2 days before the SERIUS program starts so that you will settle in well before the program starts.

24. What does the accommodation room rate include?

- Single Air-Conditioned Standard room
- Bed Sheet, Pillow with case, Blanket, Towel, Water Bottle
- Toiletries will be placed inside the room and will be replenished every 7 days
- Change of linen and towel every 7 days

25. When and how do I apply for hostel?

You are required to make the full payment of the flat rate for the stated period of stay for the SERIUS program. Detailed payment instructions will be provided to the students at least one month before arrival. The available mode of payment is via Visa, Mastercard, American Express or Alipay.

26. What are the check-in and check-out timings?

The standard check-in time is after 2pm and check-out before 12pm.

27. What are the check-in and check-out processes?

You will be provided with the detailed instructions at least 3 days before the check-in date.