

Registration Guide



Bachelor of Information Technology
Bachelor of Technology (Engineering)

Semester 1, Academic Year 2026/2027
August 2026 Intake

Information is correct as of April 2026

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SCHEDULE OF ACTIVITIES

Period / Date	Actions Required (For ALL students)
Refer to the deadline stipulated in the Applicant Portal.	<p>Acceptance of Admission Offer Accept the admission offer via the Applicant Portal.</p> <p>Upon acceptance, you will receive emails on the following from June to July:</p> <ol style="list-style-type: none"> Pre-Admission Medical Examination Check-in and Onboarding Verification of educational certificates with your hardcopy originals/OpenCerts
2 Jan to 7 Aug 2026	<p>Complete the NUS Pre-Admission Medical Examination Students who have accepted the offer must undergo the Pre-Admission Medical Examination.</p> <p>If you do not complete the Medical Examination by 7 Aug 2026, a Negative Service Indicator (NSI) will be placed on your student records. As a consequence, you may be locked out of access to certain key student services, including examination results, transcripts, etc. Refer to Pre-Admission Medical Examination section of this document for more details.</p>
From Jun to 16 Jul 2026*	<p>Onboarding Onboarding marks the start of a student's enrolment and integration into the NUS community. Incoming students will be able to access the Onboarding portal to complete the onboarding process after receiving an email invitation for registration from the Office of the University Registrar (OUR). You will need to check your inbox (including spam/junk folders) regularly for the email.</p> <p>The Onboarding process includes the following steps:</p> <ul style="list-style-type: none"> • Check-in: Agree to abide by NUS Terms & Conditions, create NUS-ID & password and submit a recent photo for official records and identity verification. • Onboarding: Verify your academic information, update your personal details, complete Risk Acknowledgement & Consent and other declarations.
17 to 22 Jul 2026*	<p>Document Verification Exercise Bring all original physical documents that you have submitted during your application to SCALE office for 'True Copy' verification. More details will be sent via email.</p> <p><i>The University reserves the right to expel students who fail to turn up for the verification of documents or failing to provide the required documents.</i></p>
24 July 2026*	<p>Attend Student Orientation You will be briefed on important matters to ease your transition as a student at NUS. An email on the details of the session will be sent to you about 2 weeks before the event. You must complete the Check-in and Onboarding process before attending this session so as not to delay your registration process.</p>
From 1 Aug 2026	<p>Complete Mandatory Courses As part of NUS' commitment to nurture a safe, inclusive, and respectful campus for teaching and learning, it is compulsory for all students to complete two e-courses and attend one workshop in person before the end of Instructional Week 2 (refer to the NUS Academic Calendar). More details will be sent via email.</p>
10 Aug 2026	<p>Start of Semester 1 You will attend classes starting this week.</p>
From 1 Sep 2026	<p>Payment of Tuition Fee You can check your student bill for the semester's fees via Education Records System (EduRec).</p>

Note: Dates denoted with an asterisk (*) are subject to changes.

PRE-ADMISSION MEDICAL EXAMINATION (PAME)

Admission to the National University of Singapore (NUS) is conditional upon you being in good health and free from organic diseases. All admitted students are required to undergo a medical examination. You may choose to have your medical examination done at the NUS University Health Centre or by any Singapore-registered health physician.

a) NUS University Health Centre (UHC)

The [Pre-Admission Medical Examination](#) can be performed at the UHC at Level 1, 20 Lower Kent Ridge Road. Please ensure that you have accepted the offer of admission before proceeding with the medical examination.

The medical examination is strictly by appointment only. Register for your appointment via the [UHC website](#) (under Book an Appointment) and make the online payment for the medical examination after securing the appointment. Do note that the whole medical examination will take approximately 2 hours.

The medical services at UHC are available to BTech/BIT students (charges apply). Refer to [UHC website](#) for comprehensive information on the services offered and medical charges.

b) Any Singapore-registered health physician outside UHC

Please download the "[Admission Medical Examination Report](#)" and complete Part 1 of the report. You will need to request your physician to complete Part 2 of the report to certify that you are fit for study at NUS.

Submission of the completed report:

- Save completed Medical Examination Form to PDF and email to preadm_med@nus.edu.sg by **7 August 2026**. Please provide your student number (e.g. A1234567X) and full name in your email.
- Walk-in submissions will **NOT** be accepted.
- Ensure all information is completed in the Medical Examination Form (Part I and II) before submission. Any missing information will be deemed incomplete, and students will be asked to check back with the clinic for corrections.

If you have recently performed a medical check-up by any registered physician, the completed medical report must have a **validity date of 6 months or less** e.g. from 1 February 2026 onwards.

Please note that you may be required by the University and UHC to undergo further medical examinations or tests if your earlier medical results are incomplete or unsatisfactory. The University reserves the right to refuse your admission if you decline to undergo such health examinations or if you are tested positive for any organic or communicable disease.

For more information on Pre-Admission Medical Examination, visit the [UHC website](#).

STUDENT ONBOARDING PROCESS

All new incoming students are required to complete the onboarding process to be officially enrolled as a NUS student to embark their journey with NUS. You will receive an email invitation from the Office of the University Registrar (OUR) to access the Onboarding Portal to complete the onboarding process. Please check your email regularly, including your spam or junk folder.

Completion of Onboarding ensures you are officially enrolled, your identity is verified, and all essential information is submitted to start your academic journey smoothly. Please refer to the [Student Onboarding User Guide](#) for more information.

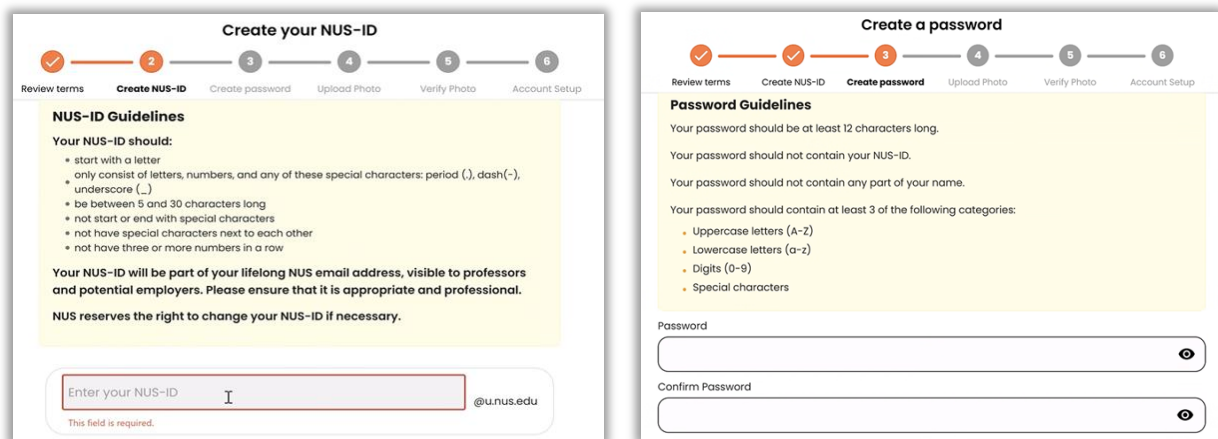
As part of the Onboarding process, admitted students will be required to complete a series of steps, including but not limited to the following:

a) Check-in

Check-in will be completed online via a personalised link in the email invitation titled “NUS Welcome Email” with your application number and date of birth. The entire process will take about 15 minutes.

During Check-in, students must agree to the policies which form their Acceptance Record, complete the required [Authorisation Requirements](#), create their NUS-ID and password, and upload a recent photograph for the NUS Student Card.

You will create your NUS-ID and password as shown below. These are personal and confidential information which should not be shared with anyone else.



The NUS Student Card is your official student identification. You must upload a photograph for official records and printing of your student card. Please submit a photograph that meets the specified requirements during Check-in (refer to the photo specifications [here](#)).

If your photo does not meet the requirements, your student card issuance and registration formalities may be delayed.

Once Check-in is completed, you may proceed with the remaining onboarding tasks.

b) Onboarding

Once Check-in is completed, you will be redirected to complete other onboarding tasks, such as verifying academic information, updating personal details, and completing declarations. The Onboarding portal is only accessible via the personalised link in the email invitation titled “NUS Welcome Email”.

Upon the completion of the onboarding process, your student status will be ‘Active’ in NUS records.

ACCESS NUS EMAIL AND PORTALS

After Onboarding is completed, you will receive an email from NUSIT with instructions on Multi-Factor Authentication (MFA) set up. After MFA registration is completed, you can access your [NUS Email](#), [Education Records System](#) (EduRec), [Canvas](#) and other NUS online services using your NUS-ID and password.

You are expected to check your NUS Email account as all communications from the university will be sent to your NUS email address. Students are also expected to be aware of the latest notices/circulars that may be posted on myPortal@NUS.

For any technical issue related to account creation or photo upload error, please contact NUS IT Care itcare@nus.edu.sg for support. To help the IT team address the issue promptly, do quote your application number in the email and attach with relevant screenshots showing the errors.

MANDATORY NUS COURSES

As part of NUS' commitment to nurture a safe, inclusive and respectful environment for teaching and learning, there are fundamental skills and basic information for students to learn and be aware of as they embark their journey with NUS.

1. THE1002 Student Essentials e-course

- Objective: to allow students to appreciate the importance of maintaining academic integrity and research ethics in their areas of study and research.
- Students are required to complete this course **within two weeks** of the completion of the onboarding process.
- For more details, refer to the website [HERE](#).

2. THE1001 A Culture of Respect and Consent Course

- Objective: seeks to raise awareness and educate students on the NUS community standards of a safe inclusive and respectful campus.
- A blended learning course comprising 3 components: an online-learning video, a workshop, and a Declaration of Conformance.
- Students are required to complete this course **by the end of Instructional Week 2**.
- For more details, refer to the website [HERE](#).

CAUTION! If you do not complete the courses by the stipulated deadlines, a hold will be placed in your student record. As a consequence, you may be locked out of access to certain key student services, including examination results, transcripts, course registration, etc.

If you have any queries, you may contact the Office of Student Conduct at studentconduct@nus.edu.sg.

COURSE REGISTRATION EXERCISE

Before the start of each semester, all students in their first year of studies will be pre-allocated to the courses they will read during the semester. Students in their second year of studies and onwards are required to select their courses through CourseReg@EduRec.

The CourseReg exercise commences in **July** for Semester 1, **December** for Semester 2, and **March** for Special Term. Please check the latest information at the CourseReg [website](#). Students are reminded to take note of these respective periods to register their courses.

NUS PORTALS

- [Education Records System \(EduRec\)](#)
EduRec is the portal to view your student bills, exam results, and update personal particulars. Leave of Absence applications may also be submitted here.

- [Canvas](#)
Canvas is the Learning Management System for you to access your course information, course materials, and interact with your lecturers.
- [myPortal@NUS](#)
myPortal@NUS is a one-stop intranet platform for you to access information relating to administrative matters, announcements, circulars etc.

You may access the SCALE student portal through myPortal@NUS (FACULTIES & SCHOOLS>SCALE) or by clicking [here](#). The **Degree Requirements** and **Recommended Schedules** for BTech/BIT Programme can be found under this platform. It is the students' responsibility to ensure they fulfil the degree requirements within their candidature period.

uNivUS App



uNivUS is the gateway mobile app uniting NUS individuals and resources. It allows you access to key resources and services in NUS such as Digital Student Card, NextBus Widget, Upcoming Class & Exam etc. You can conveniently utilise these features through this one app. More details can be found [here](#).

STUDENT ORIENTATION

The Student Orientation is conducted on campus. All students must attend the Student Orientation event (refer to the date on [Page 2](#)) where we will be sharing important details to facilitate your candidature as an NUS student. You will also be receiving your NUS Student Card.

More details on the orientation will be emailed to you 2 weeks before the event.

TUITION FEES AND MISCELLANEOUS STUDENT FEES

You are required to pay your Tuition Fees and Miscellaneous Student Fees before the stipulated deadline. For Tuition Fees and other fees payable, please refer to this website [here](#).

Apart from tuition fees, students will have to pay an Administrative Fee S\$255.06 (including GST) and Student Services Fee and Health Service Fee (as published by [NUS Office of the University Registrar](#)) every regular semester, except Special Term.

Students who did not enrol in any course(s) in Semester 2 will be charged 50% of the Administrative Fees and Miscellaneous Student Fees for the Special Term, if they enrol in course(s) in that term.

With effect from 1 January 2024, individuals who pay using credit card/debit card (Visa, Mastercard and American Express) or eWallet (Alipay) will incur a processing fee of 1%. Please note that the payment mode cannot be changed once payment is made. Students are encouraged to use other payment modes that have no processing fees (e.g. GIRO, Convera via NUSFastPay, PayNow QR via NUSFastPay).

DEADLINE FOR FEE PAYMENT

Student Bill will be available in the [Education Records System](#) (EduRec) in [Instructional Week 3](#) of the semester unless otherwise stated. To avoid late fee charges, payment must be made **within 2 weeks** from the date of email notification from NUS SCALE.

In the event a student does not settle outstanding fees by the deadline, **a LATE FEE of S\$25.00 will be charged**. The University reserves the right to take further action as deemed necessary.

For enquiries, please email SCALE Finance at scale.finance@nus.edu.sg. Please provide your student number (e.g. A1234567X) and full in your email.

TYPES OF SUBSIDIES

MOE Tuition Fee Subsidy*

The Ministry of Education (MOE) provides eligible Singapore Citizens and Singapore Permanent Residents (SPR) taking part-time/CET undergraduate degree programmes in the local universities with a substantial tuition fee subsidy. **The subsidy covers only the tuition fees for the minimum total number of units comprising each programme's degree requirements, over the maximum candidature period of 6 years for BTech and 5 years for BIT. In addition, BTech students have up to 25 units to cater for failed/repeat courses.**

The number of subsidised units each student is eligible for in the BTech/BIT programme is determined by the subsidy the student has enjoyed in an earlier degree course (where applicable). During Onboarding, all students must declare any previously received subsidy/sponsorship/scholarship from the Government of Singapore for a first degree. If you have made such a declaration, you will receive an email from NUS on your subsidy entitlement for the BTech/BIT programme within the first month from term starts.

SkillsFuture Mid-Career Enhanced Subsidy (MCES)*

Singapore Citizens aged 40 and above who are eligible for the MOE Tuition Fee Subsidy, will also enjoy the Mid-Career Enhanced Subsidy. For details, please refer to this website [here](#).

**Students who have earlier completed an undergraduate degree in a local university with government subsidy will not be eligible for these subsidies.*

TYPES OF FINANCIAL ASSISTANCE /FUNDS

NUS Financial Aid

The Office of Financial Aid (OFA) within the Office of Admissions administers the various financial assistance schemes available to NUS undergraduates. BTech/BIT students who are Singapore Citizens and receiving MOE Tuition Fee Subsidy are eligible to apply for NUS Financial Aid Schemes, namely, Tuition Fee Loan, NUS Study Loan and Higher Education Bursary. Please note that the loans will only cover the tuition fee payable portion. You will receive an email before the start of semester on how you can apply for the NUS Financial Aid. For more details of the NUS Financial Aid Schemes, please refer to the website [here](#).

For enquiries, please call Office of Financial Aid at 65162870 or send an email to financialaid@nus.edu.sg

Funds from Post-Secondary Education Account (PSEA)

The PSEA is part of the Post-Secondary Education Scheme to help pay for your post-secondary education. It is opened automatically for all eligible Singaporeans. Students who wish to utilise the PSEA funds may submit the [Ad Hoc Withdrawal Form](#) from week 4 of Semester 1 and 2. You may refer to the [User Guide on Applying Online for PSEA Ad Hoc Withdrawal](#). The approved PSEA funds will be disbursed to your student account to offset your outstanding tuition fees 4-6 weeks after submission. To check your PSEA balance funds, you may call the 24-hour hotline at 6260 0777.

SkillsFuture Credit

SkillsFuture was introduced in 2015 to encourage Singaporeans to take timely action to reskill and upskill to seize opportunities in the future economy. Singapore Citizen aged 25 years and above are entitled to an opening credit of S\$500. A further S\$4,000 SkillsFuture Credit (Mid-Career) Top-Up was given to Singaporeans aged 40 years and above in 2024.

Students can use their SkillsFuture Credit to offset the tuition fees of their Bachelor of Technology and Bachelor of Information Technology Programmes. An email will be sent from SCALE every semester with instructions on how to submit their SkillsFuture Credit claim.

ACADEMIC CALENDAR

The Academic Calendar for BTech/BIT programmes consists of two regular semesters and a special term. For more details, please refer to the SCALE [website](#).

PROGRAMME CANDIDATURE

The minimum candidature for the NUS BTech programme is two-and-a-half years, and the maximum candidature is six years. Students generally complete the degree programme in four years.

The average candidature for the NUS BIT programme is three years and the maximum candidature is five years.

LEAVE OF ABSENCE

Medical leave will be granted to students on submission of a medical certificate from the University's Student Health Physician or any other Singapore-registered medical practitioner.

Students seeking leave of absence will need to apply online at [EduRec](#) and provide supporting documents to obtain approval.

You are advised to plan ahead to decide if you want to take term (semester) leave, taking into consideration the impact on fees, maximum candidature, financial aid, courses, insurance coverage, etc, where applicable. You are strongly advised to consult SCALE on the possible impact to your programme.

It is your responsibility to notify the relevant course instructors regarding absences from scheduled academic activities. Students who are absent for an extended period without first obtaining approval for leave will be regarded as being absent without permission and are liable to have their registration status terminated.

Any student who applies for leave of absence from the first day of Instructional Week 3 of a semester or Special Term is liable to pay full fees for that semester or Special Term.

More information can be found [here](#).

WITHDRAWAL

If you wish to withdraw from NUS before the onboarding process, please submit your intention at the withdrawal form [here](#).

If you wish to withdraw from NUS after completing the onboarding process, please complete and submit your withdrawal application via [EduRec](#) (refer to the [user guide](#)) before Instructional Week 2 to avoid fee liability. An email confirming your withdrawal from the University will be sent to you within 2 weeks after receiving your withdrawal application via EduRec.

Any student who applies for withdrawal from the first day of Instructional Week 3 of a semester or Special Term is liable to pay full fees for that semester or Special Term.

More information can be found [here](#).

LIBRARY MATTERS

NUS Libraries, the university library, will be an integral part of your student life in NUS, providing you a host of academic resources, services, and experiences.

It comprises six libraries, including Central Library, C J Koh Law Library, Hon Sui Sen Memorial Library, Medicine+Science Library, Music Library, and the Wan Boo Sow Chinese Library. The Central Library is the largest and primarily serves the College of Design & Engineering, Faculty of Arts and Social Sciences and the School of Computing.

For more information on booking of library facilities, opening hours, services and resources available, please visit [NUS Libraries](#) or contact askalib@nus.edu.sg.



STUDENT DISCIPLINE AND UNIVERSITY RULES AND REGULATIONS

Student discipline is governed by the University's [Statutes and Regulations](#). As a student at this University, you are required, at all times, to behave honourably to uphold the good name of the University. Please familiarise yourself with the rules and regulations of the University and, in particular, the rules on [examinations](#).

Please take note that the University takes a very serious view of any breach of its examination regulations. Any student found to have breached any of these regulations will be subjected to disciplinary action, which may result in his/her expulsion from the University. At no time will the University authorities accept a plea of ignorance as an excuse for a breach of any of its rules.

TRAFFIC REGULATIONS

Parking of student cars is regulated. The University regards the violation of traffic regulations as a serious disciplinary offence.

Students are required to park their vehicles in areas designated for them. These areas are clearly demarcated. Students should not park their cars in reserved parking areas or in areas where parking is prohibited. Campus security officers are issued with mechanical means, including wheel clamps, to help them enforce the parking rules.

Fines will be imposed for violating any of the parking regulations. Offences will be reported to the Traffic Police for appropriate action, the campus being a gazetted area. Offenders may also be dealt with by their respective Deans under Clause 9 of Statute 25 governing Discipline. Your cooperation will go a long way in ensuring a satisfactory parking system in the campus.

NUS CAMPUS MAP

The [NUS campus map](#) is available online at the NUS website.

The location of NUS SCALE office at AS8 is indicated below:



Address: 10 Kent Ridge Crescent, AS8 Building, #03-01, Singapore 119260.

Take a virtual tour [here](#).

CONTACT US

For any student-related enquiries pertaining to the BTech/BIT programme, you may reach out to the Undergraduate Team via email or phone. Please provide your student number (e.g. A1234567X) and full name.

Email:	scale.ugstudents@nus.edu.sg
Hotline:	6601 5686 Press "2" for Undergraduate Programmes