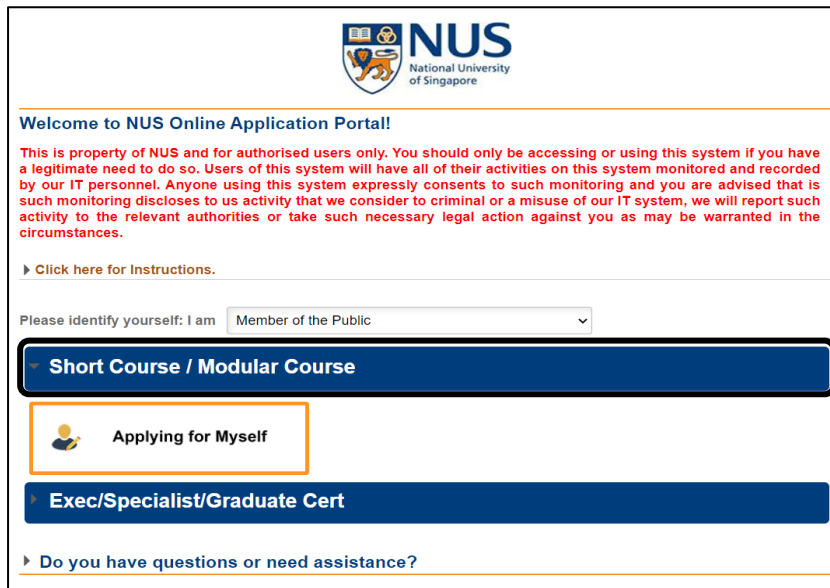


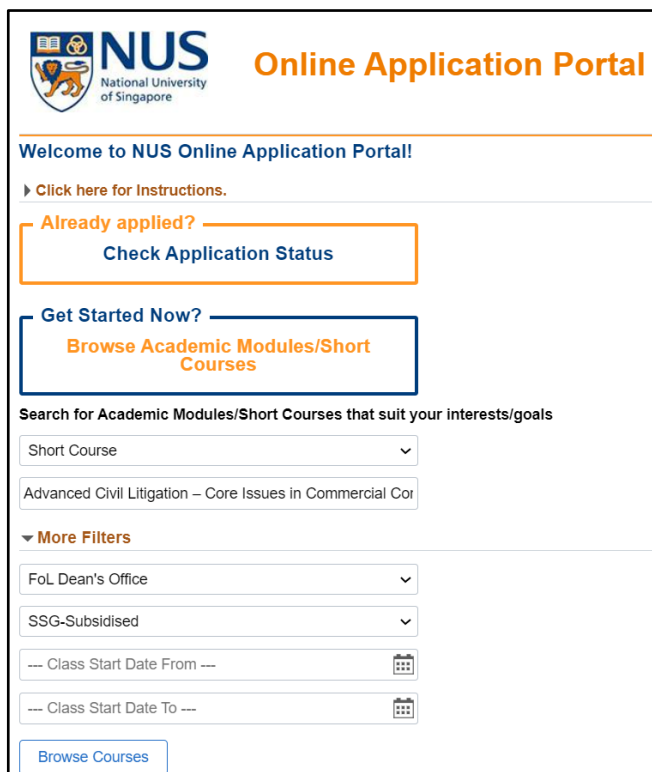
NUS Online Application User Guide – Self-funded Participant

1. Go to NUS Online Application Portal : <https://myapplications.nus.edu.sg>
2. Select your identity: **Member of the Public**
3. Select the option - **Short Course/Modular Course> Applying for Myself.**



The screenshot shows the NUS Online Application Portal. At the top is the NUS logo (National University of Singapore). Below it is a welcome message: "Welcome to NUS Online Application Portal!". A red warning message follows: "This is property of NUS and for authorised users only. You should only be accessing or using this system if you have a legitimate need to do so. Users of this system will have all of their activities on this system monitored and recorded by our IT personnel. Anyone using this system expressly consents to such monitoring and you are advised that such monitoring discloses to us activity that we consider to criminal or a misuse of our IT system, we will report such activity to the relevant authorities or take such necessary legal action against you as may be warranted in the circumstances." Below the warning is a link: "Click here for Instructions." A dropdown menu is set to "Member of the Public". There are three main navigation buttons: "Short Course / Modular Course" (highlighted with a black border), "Applying for Myself" (highlighted with an orange border), and "Exec/Specialist/Graduate Cert". At the bottom is a link: "Do you have questions or need assistance?"

4. Click on **Browse Academic Modules/Short Courses**
 5. Select **Short Course**
 6. Type the **Course Title** & Click on **Browse Courses**
- OR
7. Click on **More Filters**, Select **FoL Dean's Office** for By Faculty and **SSG-Subsidised** & Click **Browse Courses**



The screenshot shows the search and filter page of the NUS Online Application Portal. At the top is the NUS logo and the text "Online Application Portal". Below it is a welcome message: "Welcome to NUS Online Application Portal!". A link: "Click here for Instructions." is present. There are two main sections: "Already applied?" with a "Check Application Status" button, and "Get Started Now?" with a "Browse Academic Modules/Short Courses" button. Below these is a search bar: "Search for Academic Modules/Short Courses that suit your interests/goals". The search results show "Short Course" selected in a dropdown, and "Advanced Civil Litigation – Core Issues in Commercial Coi" as the search term. There is a "More Filters" section with several dropdown menus: "FoL Dean's Office", "SSG-Subsidised", "Class Start Date From", and "Class Start Date To". At the bottom is a "Browse Courses" button.

8. **Add to Cart** the module you wish to apply. You can add up to five modules in the Cart.

Browse Courses		Checkout					
Course Category	Faculty/ Department / Unit	SSG Funded	Modules/ Courses	Details	Registration Status	Class Start Date	Add to Cart
Short Course	FoL Dean's Office	SSG	Advanced Civil Litigation – Core Issues in Commercial Conflict of Laws (Synchronous e-Learning)		Open	03-JUL-2023	Add to Cart

9. **Checkout** the item(s) you have added to cart.

10. To proceed with your application, **login** to your existing account, or **register a new account**. Register with your official name as it appears on your NRIC/FIN/Passport.

11. Click Continue Application to review your application and make changes, if needed.

Selected Modules/ Courses

Short Course

Application Number : L000032663

Modules/ Courses	Department/ Units	Application Status	Payment Type
Advanced Civil Litigation – Core Issues in Commercial Conflict of Laws (Synchronous e-Learning)	FoL Dean's Office	Draft	Self-Sponsored

Continue Application

12. Fill out all the required information from **1 to 4**

- Save and Proceed
- Submit Application

13. A pop-up message will appear when your application is successfully submitted. You will also receive an email acknowledgement with an **application number** within 24 hours. Please quote your application number when making enquiries.

