

1) The online application portal can be accessed at <https://myapplications.nus.edu.sg>

The screenshot shows a web browser window with the URL https://myapplications.nus.edu.sg/psc/csoas/EMPLOYEE/SA/c/N_APPLICATIONS_SELF_SERVICE.N_APP_LOG_AUTH.GBL#no-back-button. The page features the NUS logo and the title "Online Application Portal". Below the title, there is an "Instructions" section with four numbered points:

- This application is best viewed using following browsers:
 - Internet Explorer 10 and above
 - Google Chrome
 - Mozilla Firefox
 - Safari
- This system only supports the English medium. Information entered in other languages may not appear correctly.
- Due to the secured website requirements, there is a system time-out after 20 minutes. Hence, you are recommended to complete your online application within that time period. It is a good habit to click 'Save' after completing each section. Fields indicated with an asterisk (*) are mandatory.
- If you are using a pop-up blocker, please add <https://myapplications.nus.edu.sg> to your allowed/trusted sites in your internet browser.

Below the instructions, there is a section titled "Do you have questions or need assistance?" with an email icon and the following text:

>> For Non-Graduating Programme, please email nghelp@nus.edu.sg.
>> For programmes under the Lifelong Learning Initiatives, please email lifelonglearning@nus.edu.sg.
>> For any issues or queries on the application or admissions process, please email to the respective certificate programme administrator.

Important: Do check your email regularly as all correspondences will be sent via email. It is important that you add our email address to your safe senders list to prevent our emails from being blocked or filtered into the junk/spam folder.

Click here



Click HERE to apply or check status

2) Choose "Graduate Certificate Programmes"



Online Application Portal

Please select **ONE** of the following programmes by clicking on the respective **ENTER** button.

LIFELONG LEARNING INITIATIVES

NUS L³ Programme
(for NUS Alumni Only)

Jan 2019 intake: Apply now! Closes on 7 Nov 2018

ENTER

NUS CET 500 Modules
(SSG-Funded Modules for Public)

Jan 2019 intake: Apply now! Closes on 7 Nov 2018

ENTER

NUS Lifelong Learning Initiative
(for NUS Alumni Only)

Jan 2019 intake: Apply now! Closes on 7 Nov 2018

ENTER

OTHERS

Non-Graduating Programme

ENTER

Graduate Certificate Programmes

ENTER



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3) Register for a new user account

Login to Existing User Account

If you have an existing online application account, or have previously submitted an application via this portal, please enter your Email ID and Password that was used to create your account.

*Email ID:

*Password:

Important! You will be locked out from this Portal after 7 unsuccessful attempts to login.

Click on "Register New User Account" button if you have NEVER created a User Account on the NUS Online Application Portal before.

Register New User Account

Please enter the following details to register for a new NUS Online Application User Account. It is critical that you provide accurate information when registering your Account as it will be used for verification against your NUS records.
(if you have previously registered an account, please login as an existing user)

*Email ID:

*Confirm Email ID:

*National ID Type:

*NRIC/FIN/Passport No:

*Date of Birth: (DD/MM/YYYY)

*First and Middle Names:

*Last Name/Surname:

*Official Name:

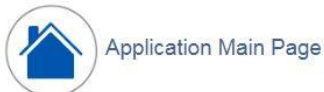
(as reflected in your NRIC/FIN/Passport)

*Password:

*Confirm Password:

4) Log into the system using the email ID and password that you registered under

5) Select "Submit a new application"



Welcome,

Click on ONE of the options below:

NEW APPLICATION	ALREADY APPLIED?		RESET PASSWORD	EXIT
<i>Submit a new application</i>	<i>Edit or update an application that was saved earlier but not submitted</i>	<i>Check the status of a submitted application</i>	<i>Reset your existing Password</i>	<i>Exit from the NUS Online Application Portal</i>

Do you have questions or need assistance?

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- >> For any issues or queries on the application or admissions process, please email to the respective certificate programme administrator.

6) Choose the course type

- Course Type: Continuing & Professional Edu
- Academic Year & Semester: 2018/2019 Semester 2
- Programme/Student Category: GD Cert (Pharmaceutical Reg)
- Specialisation/Level of Study: GD Cert-Pharmaceutical Reg

* Please read all the instructions before starting the application process



Online Application Portal

Course Type and Level of Study/Programme:



*Course Type:	Continuing & Professional Edu
*Academic Year & Semester:	2018/2019 Semester 2
*Programme/Student Category:	GD Cert (Pharmaceutical Reg)
*Specialisation/Level of Study:	GD Cert-Pharmaceutical Reg

Read the following instructions before starting on your application:

1. There is a system time-out after 20 minutes as you are on a secured site. As such, you are recommended to complete your online application within that time period. It is a good habit to click 'Save' after completing each section. Fields indicated with an asterisk * are mandatory.
2. Before you begin your application, it is recommended to have the following information or documents ready:
 - a. Shortlisted modules(s) that you would like to apply to (e.g., Faculty, Module Code and Title)
 - b. Your Identification Documents (e.g. NRIC or FIN Card)
 - c. Academic Qualifications
 - d. Work Experience
3. There are 7 sections to complete in this online application i.e.,
 - a. Module Selection (maximum of 5 modules in order of your preference)
 - b. Personal Particulars
 - c. Academic Qualifications
 - d. Employment Details
 - e. Upload Supporting Documents
 - f. Other Details & Declaration
 - g. Confirmation of Application
4. Each completed section would be indicated with a . If a section is incomplete, it would be indicated with a . All sections should be completed before an application could be submitted. You may click on the respective section button on the progress bar at the top to jump to an incomplete section.
5. At any time, you are able to save & exit your online application and return to it later.
6. Once you have submitted your application, you are able to return to edit it during the application window but, do remember to confirm your submission again or else it would be considered as a draft application and will not be considered as submitted. If you click the 'Edit' button, your application will be in draft status and you are to re-submit it again. Once you re-submit your application, the latest time and/or date stamp will be captured as your confirmed application submission.
7. Remember to check your email regularly as all correspondences will be through email only. It is important that you add our email address to your safe senders list to prevent our emails from being blocked or filtered into the junk/spam folder.
8. **IMPORTANT! Click ONCE only on the buttons or links. Do NOT use the Back or Forward Button on your browser as this may end your transaction.**

Apply Now

Return to Main Page

Do you have questions or need assistance?

For any issues or queries on the application or admissions process, please email CoRE_education@duke-nus.edu.sg.

7) Choice of modules

*Module timetable can be found at <https://www.duke-nus.edu.sg/core/page/graduate-certificate-pharmaceutical-regulation>

** Please add ALL modules that you want to read this semester

- **GMS5012 Chemistry, Manufacturing & Controls**
 - **GMS5101 Clinical Trial Design & Data Analysis**
 - **GMS5111 Pharmacovigilance Frameworks & Principles**
- A) Click on "Add/Select New Module" button
 - B) Type in module code
 - C) Tick the "Select" box on the right
 - D) Click on "Save"
 - E) This returns to the module selection page
 - F) Click on edit rank to rank modules from 1-3 (max). However ranking will not be taken into consideration as you should only add modules that you want to take

Module Selection

Search for Modules

To select a module that you would like to apply to, click either on the dropdown list and select the "Faculty" which is offering the module, enter the module code or module title in the respective boxes and click on "Search".

In the list of modules that appear, click on the "Select" checkbox to select the module that you would like to apply for.

Finally, click "Save" at the bottom.

Faculty:

Module Code:

Module Title:

Select Modules:

Faculty	Module Code	Module Title	Grading Basis	Class Nbr	MCs	More module info	Select
1 Duke-NUS Medical School	GMS5111	Pharmacovigilance Principles and Frameworks	Graded	TBC	4.00	<input type="button" value="More module info"/>	<input checked="" type="checkbox"/>

Note:

- 1) Class schedule may be subject to change
- 2) A module may not be offered or may be cancelled if there is insufficient enrolment
- 3) Additional sessions for tutorials may be arranged on the same or different days for some modules
- 4) NUS reserves the right to amend its offerings without prior notice



Selection of Module(s)/ Research Info

Legend: Completed Not Completed

Application Number: N000015525
Academic Year & Semester: 2018/2019 Semester 2
Name: WONG WEI LIN JOSEPHINE
Course Type: Continuing & Professional Edu
Academic Programme: GD Cert (Pharmaceutical Reg)
Level of Study/ Sub-programme:

Please click on the "Add/Select New Module" button below to select the module(s) that you wish to apply for.

The "Rank" column refers to your preference order for the modules. Please verify and enter the rank order preference in a sequential order (e.g. 1,2,3... or 10) and click 'Save Edit Rank'.

(Note: You can select up to a maximum of 3 modules but will be offered at least 1 module(s) should you be successful in your application.)

Rank	Faculty	Module Code	Module Title	Grading Basis	MCs	More module info	Delete
0	Duke-NUS Medical School	GMS5012	Chemistry, Manufacturing and Controls (CMC)	Graded	4.00	<input type="button" value="More module info"/>	<input type="button" value="Delete"/>
0	Duke-NUS Medical School	GMS5101	Clinical Trial Design and Data Analysis	Graded	4.00	<input type="button" value="More module info"/>	<input type="button" value="Delete"/>
0	Duke-NUS Medical School	GMS5111	Pharmacovigilance Principles and Frameworks	Graded	4.00	<input type="button" value="More module info"/>	<input type="button" value="Delete"/>

Check your module ranking order preference.
Click on "Edit Rank" to change or rectify your module order preference.

7) Fill in the information in all the tabs & submit your application

- a) Personal Information
- b) Academic Qualifications (min to fill in Bachelor's qualification)
- c) Employment details (Please fill in your salary range as this would determine the Skillsfuture subsidy available to you)
- d) Upload supporting documents
- e) Other details & declaration
- f) Confirmation

8) Email the following documents to core_education@duke-nus.edu.sg

- i. NRIC/Passport
- ii. CV
- iii. Academic certificates
- iv. Academic transcripts
- v. Reason for study (CoRE admissions form A)

9) You will receive an email to check on the outcome of your application