

UHMS Student Portal

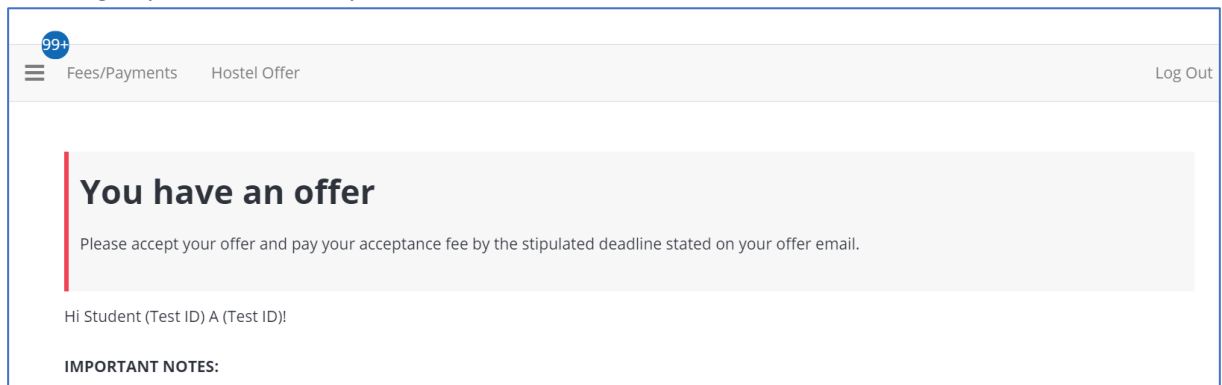
RCs or NUSC Room Registration Guide for Students with Concurrent Halls, Houses or Residences Offer

Overview

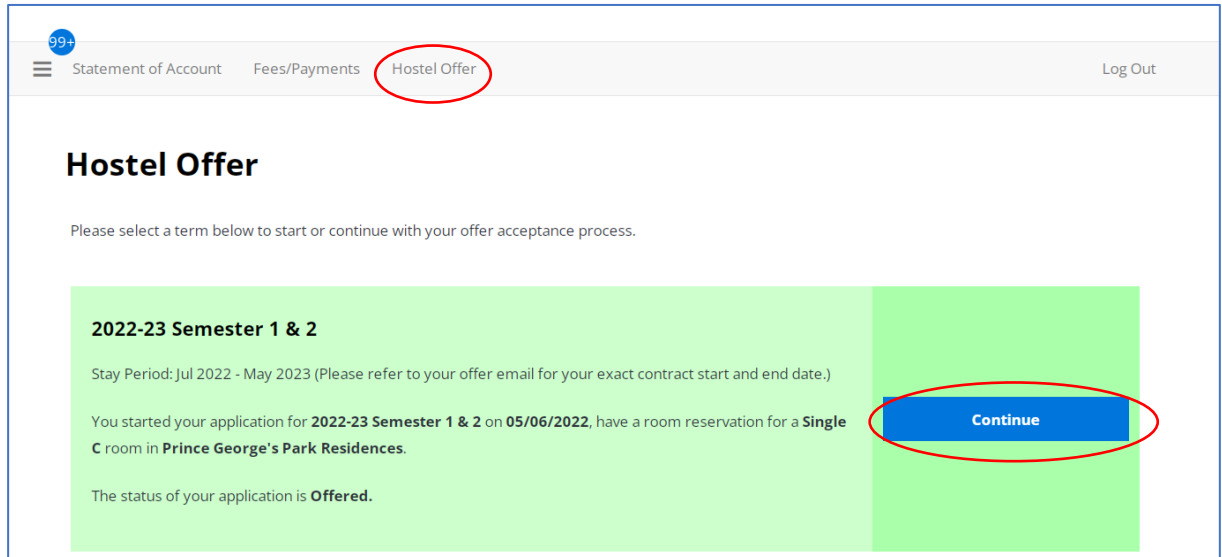
This guide is for students who have received their Residential Colleges (RCs) or NUS College (NUSC) housing registration notifications; and have concurrently received offers from Halls/Houses/Residences.

Students who wish to proceed with their room registration at the RCs/NUSC must first decline their Halls/Houses/Residences offer.

1. Once login, you will see that you have a hostel offer.



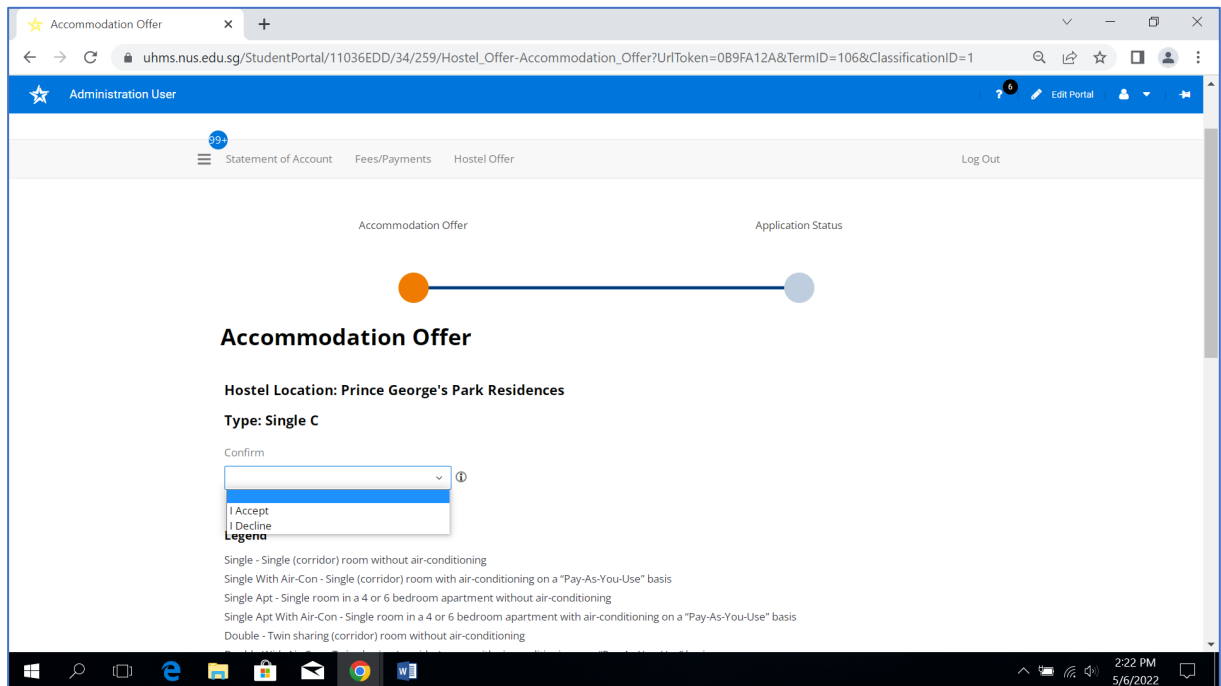
2. Click 'Hostel Offer' option at the top menu and click on the 'Continue' button.



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3. You will be shown your hall/house/residence offer, i.e. location of your hostel and room type.



If you select **"I Accept"** for your **hall/house/residence offer**, you will be prompted to complete all the offer acceptance steps and pay the acceptance fee of \$200. Upon completing the acceptance process, you will be deemed to decline your RC/NUSC housing offer and the **RC/NUSC offer will be cancelled**.

If you wish to proceed with your RC/USP room registration, select **'I Decline'** option to cancel your hall/house/residence offer.

Please consider your options carefully!

The following steps are applicable only for students registering for RC/NUSC room

4. Scroll to the bottom of the page and click **'Confirm'** button to decline your hall/house/residence offer.

Accommodation Offer

Hostel Location: Prince George's Park Residences
Type: Single C

Confirm

I Decline

Legend

Single - Single (corridor) room without air-conditioning
Single With Air-Con - Single (corridor) room with air-conditioning on a "Pay-As-You-Use" basis
Single Apt - Single room in a 4 or 6 bedroom apartment without air-conditioning
Single Apt With Air-Con - Single room in a 4 or 6 bedroom apartment with air-conditioning on a "Pay-As-You-Use" basis
Double - Twin sharing (corridor) room without air-conditioning
Double With Air-Con - Twin sharing (corridor) room with air-conditioning on a "Pay-As-You-Use" basis
Single A - Single room (corridor) room with air-conditioning on a "Pay-As-You-Use" basis and ensuite bathroom
Single B - Single room (corridor) room without air-conditioning with washbasin
Single C - Renovated single room (corridor) room without air-conditioning
Single C With Air-Con - Renovated single room (corridor) room with air-conditioning on a "Pay-As-You-Use" basis

DECLARATIONS:

I am aware that

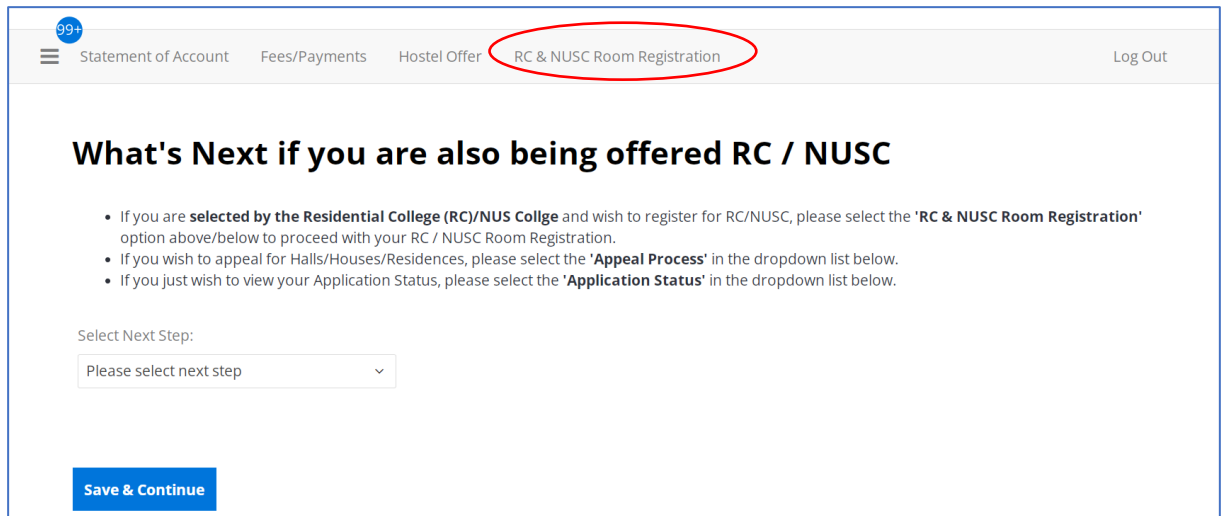
1. My room should not be sublet to any other person, with or without monetary consideration. Any breach of this will be subject to severe disciplinary action that may include suspension from the university.
2. The rooms are non-air-conditioned (unless stated otherwise) and the room size and layout may differ due to variations in the architectural design. Please note that linen such as pillows and bed sheets are not provided. They can be purchased at stores near to the university.
3. An alternative accommodation may be offered if my confirmed accommodation becomes unavailable. In the event that I wish to decline the said offer, my acceptance fee will be refunded.
4. The University reserves the right to terminate my accommodation offer (subject to the clauses of the housing agreement, housing rules & regulations and terms & conditions of the accommodation offer).
5. My room details will only be known during check in.
6. If I am staying in a double room or apartment style accommodation, the identity of my roommate(s) will only be known after check in.
7. No change of room or accommodation is allowed except under exceptional circumstances (as determined and approved by the University).
8. I may not be reoffered another accommodation if I choose to decline the offer or fail to complete the acceptance process within the stipulated timeline.
9. I am required to inform the Management Office if I am checking in after the offered period of stay. Otherwise, my reservation may be cancelled.
10. If my reservation is subsequently cancelled by me or the Management Office, my acceptance fee may not be refunded.
11. The offered room/apartment type may be subject to changes at any time prior to check in due to unforeseen circumstances.
12. No amendment can be made upon confirmation.
13. I will be contacted by phone, sms, email, WhatsApp, Telegram or other forms of communication by authorized NUS personnel including representatives of the hostel for purposes related to my stay at the hostel and activities organized by the hostel.
14. **I should not proceed further if I am not agreeable to the above.**

Confirm

UHMS Student Portal

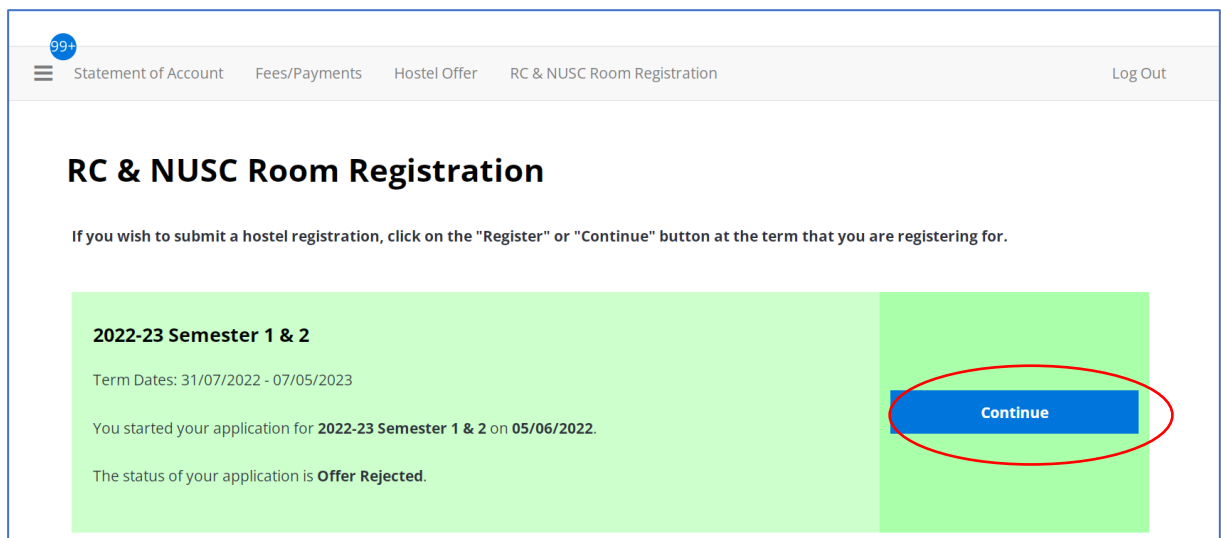
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5. At this step, click on 'RC & USP Room Registration' option at the top menu.



The screenshot shows the top navigation bar of the UHMS Student Portal. The menu items are: Statement of Account, Fees/Payments, Hostel Offer, and RC & NUSC Room Registration. The 'RC & NUSC Room Registration' option is circled in red. Below the navigation bar, the main content area has a heading 'What's Next if you are also being offered RC / NUSC' and a list of instructions. A dropdown menu labeled 'Select Next Step:' is visible, and a 'Save & Continue' button is at the bottom left.

6. Click on 'Continue' button.



The screenshot shows the 'RC & NUSC Room Registration' page. The top navigation bar now includes 'RC & NUSC Room Registration'. The main content area has a heading 'RC & NUSC Room Registration' and a paragraph: 'If you wish to submit a hostel registration, click on the "Register" or "Continue" button at the term that you are registering for.' Below this, there is a green box containing the following information: '2022-23 Semester 1 & 2', 'Term Dates: 31/07/2022 - 07/05/2023', 'You started your application for 2022-23 Semester 1 & 2 on 05/06/2022.', and 'The status of your application is Offer Rejected.' A blue 'Continue' button is circled in red on the right side of the green box.

7. Click on 'Save & Continue' button.

99+

Statement of Account Fees/Payments Hostel Offer RC & NUSC Room Registration Log Out

« Start RC or NUSC Registration Begin Application Personal Particulars Upload Photo Next-of-Kin Particulars Health Declaration Hostel Preferences Floor Gender Preference Application Summary Application Fee Waive »

Start RC or NUSC Registration

As you have selected the 'Start RC or NUSC Registration' option previously, you can proceed with your Residential College (RC) or NUS College (NUSC) Registration in this application portal for the RC or NUSC offer, which you have been notified by the respective RCs or NUSC earlier. You have to complete your RC or NUSC registration by the stipulated deadline. Thus, your prior Halls/Houses/Residences application and/or offer, (if any) will be cancelled.

Save & Continue

8. Click on 'I Agree' button.

Statement of Account Fees/Payments RC & NUSC Room Registration Log Out

Please read the following information and click on the "I Agree" button located at the bottom of the page.

DECLARATIONS:

1. From AY2022/2023 Semester 1, all hostel residents must be fully vaccinated or have been certified medically ineligible by a Singapore doctor, in order to be eligible to check-in to the hostel. Full vaccination status requires that a person is up-to-date on the primary course and any booster jabs prescribed under the prevailing government guidelines.
2. I declare that the information provided by me in this application for campus accommodation is true, correct and complete to the best of my knowledge.
3. I understand that any inaccurate, incomplete or false information given or any omission of information required shall render this application invalid and NUS may at its discretion withdraw any offer of accommodation made to me on the basis of such information or, if I have already checked into the accommodation, I may be required to leave my assigned accommodation should any incorrect information be detected subsequently.
4. I declare and warrant that for any personal data of other individuals disclosed by me in connection with this application, I have, prior to disclosing such personal data to NUS, obtain the appropriate consent from the individuals whose personal data are being disclosed, to permit NUS to collect, use and disclose such personal data for purposes related to this application.
5. I agree that all such information provided by me in connection with this application may be disclosed to and used by authorized NUS personnel or third parties on a need-to-know basis to contact me by phone, sms, email, WhatsApp, Telegram and other forms of communication for purposes related to this application. For example, to clarify the information provided by me, accommodation options, accommodation offer, accommodation check-in, accommodation orientation activities, residential life positions at the accommodation etc. Authorised NUS personnel include representatives from any NUS campus accommodations. Third parties include (i) Ministry of Education, other government agencies or statutory bodies or non-government agencies authorized to carry out specific Government services or duties and (ii) persons or organisations providing students with financial aid.
6. I hereby authorize NUS to obtain and verify any part of the information given by me from or with any source (such as Ministry of Education), as it deems appropriate.
7. Should I wish to withdraw my consent to contact me for the purposes stated above, I should notify NUS in writing to <http://www.hosteladmission.nus.edu.sg>. I understand that in that event I will not be considered for campus accommodation.
8. I am aware that the submission of false information is a serious offence. Students found guilty of such acts may be subject to disciplinary action by the university.
9. I am also aware that the submission of this application does not guarantee that I will be:
 - Offered an NUS student accommodation; or
 - Allocated the room type, configuration and location of my preference.
10. I have read and understand the following information as stated on the Hostel Admission Services website:
 - The [eligibility and selection criteria](#) for an NUS accommodation.
 - The [terms and conditions](#) of the hostel application exercise.
11. A non-refundable application fee of SGD 26.75 is payable. Failing which, the application will be void and it will not be processed.
12. BY CLICKING THE 'I AGREE' BUTTON, I ACKNOWLEDGE THAT I HAVE READ AND FULLY UNDERSTAND THE CONTENTS OF THIS DOCUMENT AND I HEREBY GIVE MY CONSENT AS SET OUT ABOVE AS WELL AS CONSENT TO NUS COLLECTING, USING, DISCLOSING, PROCESSING AND/OR TRANSFERRING OUT OF SINGAPORE, MY PERSONAL DATA FOR ONE OR MORE OF THE PURPOSES DESCRIBED IN THIS DOCUMENT.

I Agree

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9. Click 'Save & Continue' button.

Administration User

RC & NUSC Room Registration

contact the Office of Admissions (if you are a new Undergraduate student and have not completed your online registration - part one) or contact the Registrar's Office (if you are a new Non-Graduating student and have not completed your online registration - part one).

Your Personal Particulars

Application Admission Number
A19012345

First Name
Melissa (Test ID)

Last Name
Koh (Test ID)

Preferred Name
Melissa Koh (Test ID)

Gender
Female

Nationality
New Zealander

Singapore Permanent Resident
No

Your Contact Details

Student NUS Email Address
melissakoh@nus.edu.sg

Personal Email Address
melissakoh@nus.edu.sg

(Please check your email frequently and ensure the accuracy of your email address as it will be used as the main medium of communication)

Your Local Mailing Address

Local Residential Telephone No.
61234567

Local Mobile Phone No.
91234567

Save & Continue

10. Click on 'Continue' button.

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Fees/Payments RC & NUSC Room Registration Log Out

Continue RC or NUSC Room Registration

Please select a term below to start or continue with your application.

2022-23 Semester 1 & 2
(31/07/2022 - 07/05/2023)

You started your application for **2022-23 Semester 1 & 2** on 05/06/2022.

The status of your application is **not complete**.

Continue

11. If you have not already uploaded your photo, you may upload here and click on 'Save & Continue' button.

Fees/Payments RC & NUSC Room Registration

Upload Photo

Recommended Image Dimension: 640 x 480 pixels
Recommended Image Type: gif, jpeg, png and png
Maximum Photo Size: 500Kb

Current Photo:

Delete

Choose a file, or drag it here

Click on the 'Save & Continue' button below if you do not wish to upload your photo at this point.

Save & Continue

12. Enter your Next-of-Kin email address. Click on 'Save & Continue' button.

Fees/Payments RC & NUSC Room Registration

Next-of-Kin Particulars

Please update your next-of-kin's email address, if applicable.

Your Next-of-Kin Particulars

Full Name
XYZ

Email Address
<empty>

Save & Continue

13. Please state any existing medical, mental health conditions, and/or physical disability. If you have supporting documents, you may upload them. Click on 'Save & Continue' button.

Health Declaration

You are required to declare any existing medical, mental health conditions, and/or physical disability.

This information will enable the University to develop a complete profile of an applicant and to determine whether he/she needs additional resources during his/her hostel stay. The University however, does not guarantee the provision of special aid (pastoral, financial or otherwise) to any students. You may upload your supporting documents using the file upload function below.

Your Health Information

Please state any existing medical, mental health conditions, and/or physical disability.

Asthma

File Upload

Choose a file, or drag it here

Save & Continue

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14. Select your preferred room type by clicking on 'Add Preference' button. Then, click on 'Save & Continue' button after you have indicated all of your preferred room type (max. 3).

Administration User

Fees/Payments RC & NUSC Room Registration Log Out

RC Room Type Preferences (College of Alice & Peter Tan and Tembusu College)

IMPORTANT NOTES:

- The accommodation below is subject to availability. Alternative accommodation may be offered if your preferences are not available.
- The offered room/apartment type may be subjected to changes at any time prior to check-in due to unforeseen circumstances.
- Residents of the Residential Colleges are required to subscribe to a compulsory meal plan.
- The hostel rates for air-con rooms/apartments are not inclusive of utilities charges arising from the usage of air-con unit. A separate charge is applicable via a prepaid or "Pay-As-You-Use" basis.
- Non-Graduating students will be informed of their assigned colleges (College of Alice & Peter Tan or Tembusu College or Residential College 4) during the offer acceptance period.
- As part of University's safe management measures, students staying at the hostels have to comply to the COVID-19 related instructions from the university (e.g., health declaration, self-isolating within the hostel for a specified period of time, undergoing swabbing or other medical tests within the University or outside).

Please select at least one preference below.

Add Preference

Order	Room Preference	
1	Residential College, Single (6 bdrm)	Delete
2	Residential College, Single (Corridor)	Delete
3	Residential College, Single (6 bdrm)	Delete

Please add at least 1 preferences.

Save & Continue

15. Select your preferred 'Floor Gender Preference' and indicate your room preference, if any.

Fees/Payments RC & NUSC Room Registration

Floor Gender Preference

Please select your preference from the drop down menu below.

Floor Gender Preference

If you have special accommodation needs due to serious medical reasons, you may indicate your room preference below.

Room Preference Request (if any)

<empty>

Save & Continue

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16. Check your application summary. Click **'Save & Continue'** button.

Application Summary

From AY2022/2023 Semester 1, all hostel residents must be fully vaccinated or have been certified medically ineligible by a Singapore doctor, in order to be eligible to check-in to the hostel. Full vaccination status requires that a person is up-to-date on the primary course and any booster jabs prescribed under the prevailing government guidelines.



New students are to complete their Registration Part 1 upon receiving their Registration Part 1 instructions, install uNivUS App and formalise their vaccination status by uploading their Singapore issued vaccination certificate into uNivUS App as soon as possible.

Personal Particulars

Student Name: Melissa Koh (Test ID)
Application Number: A19012345
Entry Application ID: 558323
Application Status: In Progress

Upload Photo

Current Photo:

Delete
Choose a file, or drag it here

Next-Of-Kin Particulars

Full Name
XYZ
Email Address

Health Declaration

Please state any serious illness or physical disability that you may have
Asthma

Room Type Preference

Order	Room Preference
1	Residential College, Single (6 bdrm Apt, AC)
2	Residential College, Single (Corridor, AC)
3	Residential College, Single (6 bdrm Apt, Non-AC)

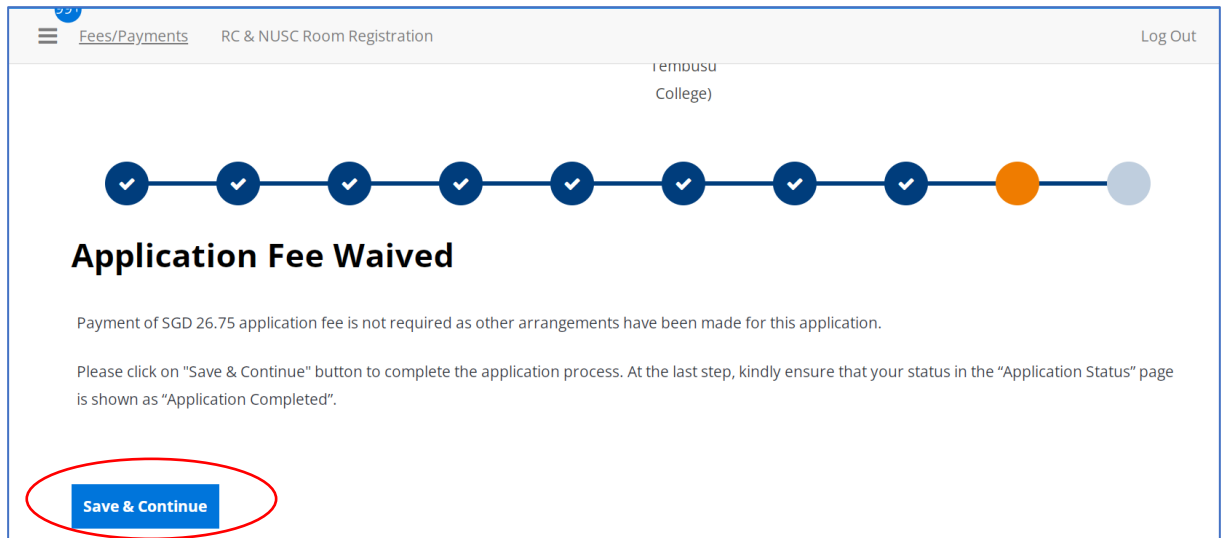
Floor Gender Preference

Floor Gender Preference
Mixed Gender Floor
Room Preference (comments, if any)

[Print this Page](#)

[Save & Continue](#)

17. Click 'Save & Continue' button.



Fees/Payments RC & NUSC Room Registration Log Out

rembusu
College)

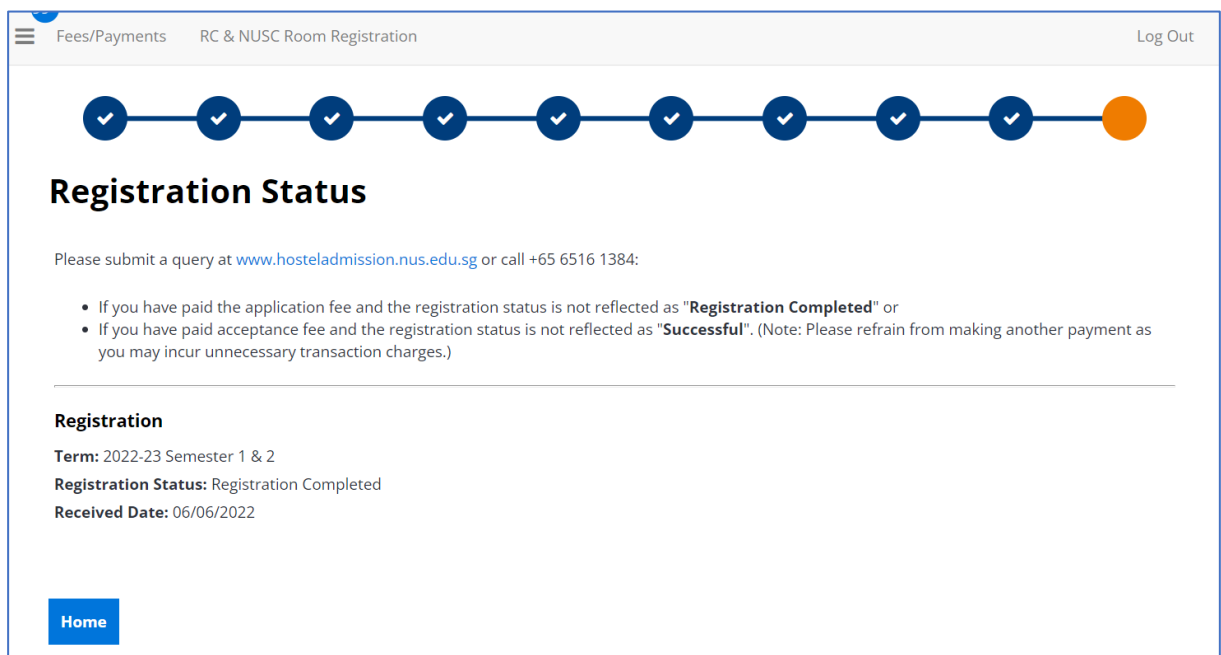
Application Fee Waived

Payment of SGD 26.75 application fee is not required as other arrangements have been made for this application.

Please click on "Save & Continue" button to complete the application process. At the last step, kindly ensure that your status in the "Application Status" page is shown as "Application Completed".

Save & Continue

18. At the Registration Status, the Registration Status is shown as 'Registration Completed'.



Fees/Payments RC & NUSC Room Registration Log Out

Registration Status

Please submit a query at www.hosteladmission.nus.edu.sg or call +65 6516 1384:

- If you have paid the application fee and the registration status is not reflected as "Registration Completed" or
- If you have paid acceptance fee and the registration status is not reflected as "Successful". (Note: Please refrain from making another payment as you may incur unnecessary transaction charges.)

Registration

Term: 2022-23 Semester 1 & 2

Registration Status: Registration Completed

Received Date: 06/06/2022

Home