

Applicant Self Service Functions • Quick Reference Guide

Accessing Applicant Self Service Functions

Once you have submitted your application, you will be able to access the Applicant Self Service functions.

You are required to log in as an existing user using your User ID and password at the online application page.

If you have forgotten your User ID and password, you can request these details to be sent to you by email at the login page of the application form.

Forgot User ID and Password

Create/Reset Password

User ID:	
Password:	
	Sign In

Applicant Self Service Page

Through the Applicant Self Service page, you can perform the following:

- · Update your address, contact information
- · and email address
- · Change your password
- · Upload your photograph
- · View submitted application
- · View application status
- Make online credit card payment for application fee / registration fee / miscellaneous fee, if applicable
- View status of your payment
- Online Matriculation

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Campus Personal
Information
Student Admission
Online Matriculation
 Change My Password

Email Addresses

To update any other information that is not available in the Applicant Self Service functions, please contact the respective Postgraduate Programmes Office.





Upload Photo

□ View Submitted Application

■ View Application Status

■ Make Online Payment
 ■ View Payment Status



Online Matriculation

Confirm personal data & formally register as SMU student after accepting offer. Matriculated students can activate SMU Computer Account to access network resources, e.g. student portal OASIS. Also allows you to pay registration/confirmation fee online.

Make Online Payment

■ View Payment Status