

Overseas Programmes Administration System (OPAS)

NYP Student User Guide For OELP-ACI Trips

This material is for NYP Students,
to guide them to apply for
Overseas Education & Learning
Programme to ASEAN, China &
India organized by CSSIR.



Overall Process for Overseas Education & Learning Programme (OELP) Application

Steps 2 – 4 are done on OPAS

Step 1: Preparation for Application

Please share OELP information with parent/ guardian and seek their consent

***Do have your passport information ready.**

Step 2: Apply for Trip

Please apply for on OPAS (thru' Student Portal) and submit *e-consent & health declaration*

Step 3: Upload Documents

Please provide other necessary information (e.g., copy of scanned passport) and upload documents on OPAS

Step 4: Status Update

Please await confirmation of your application status

A Step-by-Step Guide to Submit an OELP Application

1. Head to your Student Portal – Overseas Opportunities or via this link:
<https://mynypportal.nyp.edu.sg/en/overseas-opportunities.html>
2. Click on **Sign Up Here!** to start with your application.
3. You will be directed to login to your OPAS.

DISCOVER EXCITING OVERSEAS OPPORTUNITIES WITH NYP



Step 1: Head over to Student Portal – Overseas Opportunities

Go beyond borders...

Broaden your horizons and explore enriching experiences beyond the classroom. Discover the world and immerse yourself in diverse cultures through our overseas programmes designed to enhance your academic, personal, and professional growth.

Calling all Year 1 students!

Applications will start on 6 Nov!

Schools	Application Start Date & Time
SHSS	6 Nov, 6 pm
SEG	7 Nov, 6pm
SDM / SIT	10 Nov, 6pm
SAS / SBM	11 Nov, 6pm

SIGN UP HERE!

Step 2: Click here and you will be directed to login to your OPAS.

Please refer to **Student Guide to OPAS** on how to apply.

A Step-by-Step Guide to Submit an OELP Application

4. Once in OPAS, you will see the page on the right.

5. Click on “Apply for Programme” to view the trips available for application.

Step 5: Click on “Apply for Programme”

OVERSEAS PROGRAMMES

Home **Apply for Programme** Inquire Programme Application Status

Go Global...because you can!

Fancy an internship at Disneyworld Orlando, USA? Or doing a final year project at a state-of-the-art IT Incubator in Beijing, China? Maybe you're an adventurous sort that thrives on community work in developing countries in Asia? NYP offers students all this and more with a fantastic array of opportunities from around the world that range from internships, exchanges and immersions; to competitions, expeditions and leadership training. Pick up a new language or skill, make friends from different cultures, learn best practises, and broaden your horizons when you travel. Don't miss out on these once-in-a-lifetime experiences!



A Step-by-Step Guide to Submit an OELP Application

6. You will see a list of Overseas Programme (OP) that you are eligible for.

7. Look for Overseas Education & Learning Programme (ASEAN China India).

8. Take note of the trip dates, destination country, application deadline and any remarks.

9. If there are relevant materials, do download the file(s) to read before you apply.

10. Click "Apply" when you are ready.

Read carefully and make sure you are applying for the right trip!

OVERSEAS PROGRAMMES

[Home](#) [Apply for Programme](#) [Enquire Programme Application Status](#)

[Apply for Programme](#)

List of Programmes

Trip Title	Start Date / End Date	Country / City	Programme Coordinator / Contact No. / Email	Application Deadline / Remarks	File	View / Apply
Overseas Education & Learning Programme (Domain Specific)	08-Jun-2024 13-Jun-2024	MALAYSIA (KUCHING)	CHOW SOOT MEE chow_soot_mee@nyp.edu.sg	08-May-2024 This trip is opened to ALL SHSS Year 2-3 students (Nursing, SW, OHT).		Apply
Overseas Education & Learning Programme (ASEAN China India) OELP to Chengdu for SHSS (Program ID:454)	23-Sep-2024 29-Sep-2024	CHINA (CHENGDU)	CHUA GIM PENG chua_gim_peng@nyp.edu.sg	02-Jun-2024 Exclusive to Year 1 students only.	Programme Overview	Apply

Step 7: Look for the OELP trip you wish to apply for

Step 9: Click to download files if your lecturer has uploaded any

Step 10: Click on button to Apply

Apply

A Step-by-Step Guide to Submit an OELP Application

11. Click the 'Next' button once you have read the instructions.

12. At any time, you can save your application by clicking 'Save as Draft' button.

Instructions Tab

OVERSEAS PROGRAMMES

[Home](#) [Apply for Programme](#) [Enquire Programme Application Status](#)

OELP to Chengdu for SHSS (Program ID:454)

Apply for Overseas Education & Learning Programme (ASEAN China India)

* denotes required field

Instruction

Particulars

Funding

CCA Records

Emergency / Consent Contacts

Health Declaration

Submit Application

INSTRUCTIONS [Please Read Carefully]

You are applying for the following trip/s :

OELP to Chengdu for SHSS (Program ID:454)

Back

Next

Save as Draft

Step 11: Click to continue application

Step 12: Click if you wish to save application and continue at a later timing

A Step-by-Step Guide to Submit an OP Application

13. Key in your Passport information.

*If you are renewing your passport, you may leave the passport information empty first.

14. Click on “Next” to continue with your application.

* denotes required field

Instruction

Particulars

CCA Records

Emergency / Consent

Health Declaration

Submit Application

Step 1 of 7

Personal Particulars

* Adm No. : 146816M

Name (As in
Passport) :

NAME OF 146816M

Address : TERM ADDR1 OF 146816M TERM

SINGAPORE 123456

Birth Date : 01-Jan-1995

Race : CHINESE (CN)

Nationality :

SINGAPOREAN (SG)

NRIC : IDNOOF146816M

Passport No. :

Date of Issue (dd-
mon-yyyy) :

Passport Expiry Date
:

School Email Address : 146816M@mymailuat.nyp.edu.sg

Contact No. (Home) : TERM TEL OF 146816M

* Contact No.
(Handphone) :

1111

Course / Diploma : DIPLOMA IN HOSPITALITY & TOURISM
MANAGEMENT (BMDFT5)

Specialisation : 0

Personal Mentor
Group : HS1424

PEM Name : OPAS SBM Personal Mentor 1

Written / Spoken
Languages :

Step 13: Key in your
passport
information

Step 14: Click to
continue application

Back

Previous

Next

Save as Draft

A Step-by-Step Guide to Submit an OELP Application

15. Select Funding Type: Financial Assistance Scheme for Overseas Programme (FASOP) if applicable.

***Take note that PSEA cannot be used for OELP-ACI Trips. Do not select.**

16. Click on “Next” to continue.

The screenshot shows the 'Funding Tab' of an application form. At the top, a navigation bar includes links for 'Instructions', 'Particulars', 'Funding' (which is highlighted), 'CCA Records', 'Emergency / Consent Contacts', 'Health Declaration', 'Submit Application', and 'Document Upload'. Below this is a progress bar indicating 'Step 2 of 8'. The main section is titled 'Funding' and contains the heading 'Apply for'. There are two radio button options: 'Financial Assistance Scheme for Overseas Programme (FASOP) / Global Entrepreneurial Award (GEA)' and 'Post-Secondary Education Account (PSEA)'. The first option is selected and highlighted with a red box. A red arrow points from a text box to this option. Below the options is a note: 'Please note that if your application for the financing scheme has been approved, you will receive monetary disbursement via GIRO account that you have maintained with NYP. Should you your NRIC/FIN in advance.' At the bottom, there are three buttons: 'Back', 'Previous', and 'Next'. The 'Next' button is circled in red, and a red arrow points from a text box to it.

Instructions Particulars **Funding** CCA Records Emergency / Consent Contacts Health Declaration Submit Application Document Upload

Step 2 of 8

Funding

Apply for

☒ Financial Assistance Scheme for Overseas Programme (FASOP) / Global Entrepreneurial Award (GEA)

☐ Post-Secondary Education Account (PSEA)

Please note that if your application for the financing scheme has been approved, you will receive monetary disbursement via GIRO account that you have maintained with NYP. Should you your NRIC/FIN in advance.

Back Previous **Next**

Step 15: Select FASOP if you wish to apply for financial assistance.

Step 16: Click to continue application

A Step-by-Step Guide to Submit an OELP Application

17. CCA Records are not needed for the OELP-ACI trips.

***You may leave this portion empty.**

18. Click on “**Next**” to proceed.

OELP to Chengdu for SHSS (Program ID:454)

Apply for Overseas Education & Learning Programme (ASEAN China India)

* denotes required field

Instruction Particulars Funding **CCA Records** Emergency / Consent Contacts Health Declaration Submit Application

Step 3 of 8

The information listed here is pulled out from your official records in CCAPS. If there are CCA(s) that you had participated/participating in that are not listed here, please click on "Add CCA" to add CCA(s).

Add CCA

Work experience (if any)

Work experience - Part/Full Time (if any) :

Work experience - Part/Full Time

Back

Previous

Next

Save as Draft

Step 17: You may leave this portion blank as CCA Records are not compulsory.

Step 18: Click to continue application

A Step-by-Step Guide to Submit an OP Application

Step 19: Update and ensure that all the highlighted fields are correctly entered.

Emergency / Consent Contacts Tab

19. Update and ensure that your emergency contact is up-to-date. If you would like to change it, overwrite the current entry.

20. Select which Parent / Guardian to send an email for them to complete e-Indemnity Form via Singpass.

***For students aged below 21 years old, Parent / Guardian consent is required. For students aged 21 and above, individual consent will suffice.**

21. Do note that fields with * are compulsory, and you will not be able to submit your application if the information is missing.

Enter Emergency Contacts

* Name :	Name	Postal Code :	Postal Code
Address :	Address 1	* Mobile Phone (HP) :	Handphone
	Address 2	Office Telephone :	Office Tel
	Address 3		
Country :	- Please Select -		
* Relationship with Student :	- Please select -		
Home Telephone :	Tel No.		
* Email :	Email		

Step 20(a): Select who to email the e-indemnity form to.

Parent / Guardian Consent Contacts (If you are below 21 years) or Student Consent (if you are 21 years and above)

Please select choice of Parent / Guardian below for Consent to be sent to

To proceed with e-indemnity, please check that your parent can login to Singpass. Please also check that the NRIC, name and email provided below is correct. If the Parent / Guardian is not the same as the one in the system, please contact IT Helpdesk.

Alternatively, you may download a copy of the indemnity form in the [Emergency / Consent Contacts Tab](#), and upload the signed form in the [Document Upload Tab](#) instead.

If you require any assistance, please contact IT Helpdesk via any of the following ways:

1. Call Hotline @ 6550 0099
2. Email @ NYP_STUHELPIT_from.PCCW@nyp.edu.sg
3. Log the problem via the [IT HelpDesk System](#)

☐ Father ☐ Mother ☐ Guardian

* Name :	Consent Name
* NRIC :	CONSENT NRIC
* Relationship with Student :	- Please select -

Step 20(b): Ensure that the name and NRIC of the Parent / Guardian is correct and valid.

e-Indemnity

Click the button below to resend e-indemnity to Parent/Guardian contact (Consent via Singpass)

[Send Indemnity via Email for e-Indemnity](#)

Step 20(c): Click here to send e-indemnity form to Parent / Guardian.

A Step-by-Step Guide to Submit an OELP Application

22. Click “here” to download Indemnity Form if unable to submit e-consent via Singpass. Upload the signed copy in “Document Upload” tab.

***For students whose Parent / Guardian does not have NRIC, you are required to download and let them sign the Indemnity Form manually.**

Emergency / Consent Contacts Tab

Step 22 (when applicable): If you or your Parent/Guardian are unable to submit e-indemnity form, download a soft copy by clicking here and upload the signed and completed copy in the “Document Upload” tab

Manual Indemnity

Click [here](#) to download Indemnity form if you are below 21 years old and unable to submit consent using Singpass.

Click [here](#) to download Indemnity form if you are 21 years old or above and unable to submit consent using Singpass.

Back

Previous

Next

A Step-by-Step Guide to Submit an OELP Application

23. If this is your first time applying, read through each item on the Health Declaration carefully and select Yes / No.

24. If your answer is Yes, please provide details in the Details field.

25. Do note that you will be unable to submit your application if you have not provided details or if you have missed out on an item on this list.

Health Declaration Tab

OELP to Chengdu for SHSS (Program ID:454)

Apply for Overseas Education & Learning Programme (ASEAN China India)

* denotes required field

Instruction

Particulars

Funding

CCA Records

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Health Declaration

Submit Application

Step 5 of 8

Health Declaration

Retrieve Declaration

Step 23: Click to retrieve previous health declaration submitted

Is there a history of / have you ever had

* Eye problems/poor vision (excluding m
which can be corrected by spectacles)

☐ Yes

☐ No

* Mental illness (e.g. Depression, Anxiety)

* Diabetes

☐ Yes

☐ No

* Allergy to medicines/food/others

☐ Yes

☐ No

* Bone or joint injury

☐ Yes

☐ No

* Fits, Epilepsy, Fainting Attacks, Migraine, Severe head injury

☐ Yes

☐ No

* A carrier status for any infectious disease?

☐ Yes

☐ No

Step 24 (when applicable): Enter details if you have answered Yes to any item

Details

A Step-by-Step Guide to Submit an OELP Application

26. Please read through the confirmation page carefully and confirm your understanding of this submission.

27. If you have participated in any other Overseas Programme with NYP, key in the information in the space provided.

28. Click "Submit" or "Save as Draft" if you are not ready to submit

Confirmation / Submission Tab

Step 26: Read and confirm by checking the boxes

Confirmation / Submission

This is to confirm that you are applying for Overseas Immersion Programme 1 July 2019 OPAS Testing (Program ID:154). You have reached the last stage of application. Please ensure that all the details are correct before submission

- ☐ I declare that the information stated in this application and the attachments are true to the best of my knowledge and belief, and I have not wilfully suppressed any material facts. I understand that falsification of qualifications/CCAs/Work Experience or overseas programme, and subject myself to disciplinary action by Nanyang Polytechnic.
- ☐ I acknowledge that the data provided will be kept strictly confidential, and it will be used solely to facilitate the administration of the overseas programme that I am applying to participate in. I therefore provide the data voluntarily and entrust that Nanyang Polytechnic will keep the data confidential.
- ☐ I acknowledge that any requested special dietary requirements during the Programme would be taken up through the service providers. In the case of Halal food requirement, I understand that it is not possible for all food establishments, during the trip, to serve halal meals at no-pork/no-lard eateries, I am aware that my child/ward could be served no-pork/no-lard meals in eateries that also serve pork dishes.

Remarks (Please list all other overseas programmes that you have participated in to date according to the format <<Type of OP>>space<<country>>space<<date>>space<<to>>space<<date>> for your application. eg OET Thailand 15/1/18 to 29/1/18) :

For Overseas Immersion Programme (OIMP) to China application, please indicate

1) If this application is your first or second choice (first / second)
2) If you have taken the GSM "Insights into China" before (yes / no)

Coordinator Contact Details

Thank you for your application. For any enquires, or if you wish to withdraw your application at any point before programme completion, please contact the Program Coordinator.

PREFERRED NAME OF ZH8608355U internet_addr of ZH8608355U

Step 27: Key in details here if you have participated in other Overseas Programme(s) with NYP

Back Previous **Save as Draft** **Submit**

Step 28: Click to Submit or Save as Draft if you are not ready to submit

A Step-by-Step Guide to Submit an OELP Application

29. Click on the “File Upload” button to upload documents.

***Please have a copy of your passport details ready at this stage.**

30. At any point in time, you can return to your application to upload relevant documents in the Document Upload tab.

Document Upload Tab

Step 30: Uploading documents is in this Document Upload tab

[Instructions](#) [Particulars](#) [Funding](#) [CCA Records](#) [Emergency / Consent Contacts](#) [Health Declaration](#) [Submit Application](#) [Document Upload](#)

Step 8 of 8

Document Upload

File Upload

Step 29: Click here to upload your documents

Click the File Upload button to upload the following documents:

- 1) Student's Passport-sized Photo
- 2) Photocopy of Student's Passport
- 3) Overseas Programme Statement & Pledge (if applicable)
- 4) Global Ready Talent (GRT) Programme Application Form (if applicable)
- 5) Photocopy/image of AXS payment (1) (if applicable)
- 6) Photocopy/image of AXS payment (2) (if applicable)
- 7) Signed Indemnity form (if unable to submit online consent)
- 8) Others (if applicable)

After uploading your files, please click the "Submit" button

[Back](#)

[Previous](#)

[Submit](#)

A Step-by-Step Guide to Submit an OELP Application

31. In the pop-up File Upload window, click on “Browse” button to upload documents.

Please remember to upload a photo of your passport details when you apply.

32. You will see a message if your upload has been successful.

33. Kindly refer to the next slide for a sample image of how a photo of your passport details should be like.

Document Upload Tab

The screenshot displays a web browser window titled "https://eservicesut.nyp.edu.sg:8444/OPASOnline_usrtest/fileUpload - Internet...". The page shows the "File(s) Upload" section with fields for "Acad Yr : 2019" and "Admission No. : 170006Z". A message states: "Please upload the following necessary documents. (if applicable)". Below this, a section titled "Upload Student's Document for Acad Yr 2019 Admission No. 170006Z" lists several documents to be uploaded, each with a "Browse..." button. The first document is "Student's Passport-sized Photo :". The second document is "Photocopy of Student's Passport :". The third document is "Overseas Programme Statement & Pledge :". The fourth document is "YTP-MI Application Form (if applicable) :". The fifth document is "PSEA Application Form (if applicable) :". The sixth document is "Photocopy/image of AXS payment (if applicable) :". The seventh document is "Signed Indemnity form (if unable to submit online consent) :". A red box highlights the "Photocopy of Student's Passport" section, and a pink arrow points from a text box to the "Browse..." button for this document. At the bottom of the page, there are two buttons: "Upload File" and "Close". A pink arrow points from a text box to the "File Uploaded Successfully" message at the bottom left of the page.

Step 31: Under “Photocopy of Student’s Passport”, click on “Browse” button to upload

Step 32: Successful upload message

Document Upload Tab

Sample Image:



***Please ensure that the photo of your passport clearly indicates the barcode lines.**

A Step-by-Step Guide to Submit an OELP Application

34. If you wish to upload documents at any point after submission of application, you may do so by going into “Apply for Programme” > View button.

35. Next, scroll to find the Document upload tab to upload your documents.

Document Upload Tab

OVERSEAS PROGRAMMES

Home **Apply for Programme** Enquire Programme Application Status

[Apply for Programme](#)
List of Programmes

<< < 1 2 > >>

Trip Title	Start Date / End Date	Country / City	Programme Coordinator / Contact No. / Email	Application Deadline / Remarks	File	View / Apply
Overseas Competition TIME TRAVEL COMPETITION	26-Nov-2021 28-Nov-2021	GERMANY (BERLIN)	Preferred_name of NS00008349 internet_addr of NS00008349	12-Nov-2021	Programme Overview Pre Trip Preparation Others	Apply
Overseas Immersion Programme 1 July 2019 OPAS Testing	11-Feb-2030 18-Feb-2030	PHILIPPINES (MANILA)	PREFERRED NAME OF ZH8608355U internet_addr of ZH8608355U	14-Jan-2030		View

Step 8 of 8

Document Upload

File Upload

Click the File Upload button to upload the following documents:

- 1) Student's Passport-sized Photo
- 2) Photocopy of Student's Passport
- 3) Overseas Programme Statement & Pledge (if applicable)
- 4) Global Ready Talent (GRT) Programme Application Form (if applicable)
- 5) Photocopy/image of AXS payment (1) (if applicable)
- 6) Photocopy/image of AXS payment (2) (if applicable)
- 7) Signed Indemnity form (if unable to submit online consent)
- 8) Others (if applicable)

After uploading your files, please click the "Submit" button

[Back](#) [Previous](#) [Submit](#)

Step 37: Find your application submission by clicking on the View button

Step 38: Click on Document Upload and File Upload to upload your files



Q1: I have applied for an OELP. How do I check if it has been approved?

- Head to your Student Portal – Overseas Opportunities or via this link: <https://mynypportal.nyp.edu.sg/en/overseas-opportunities.html>
- Click on **Apply Now** and you will be directed to login to your OPAS.
- Once in OPAS, click on Enquire Programme Application Status to check on the status.

Applications will start on 6 Nov!

Schools	Application Start Date & Time
SHSS	6 Nov, 6 pm
SEG	7 Nov, 6pm
SDM / SIT	10 Nov, 6pm
SAS / SBM	11 Nov, 6pm

SIGN UP HERE!

Click here to login to your OPAS

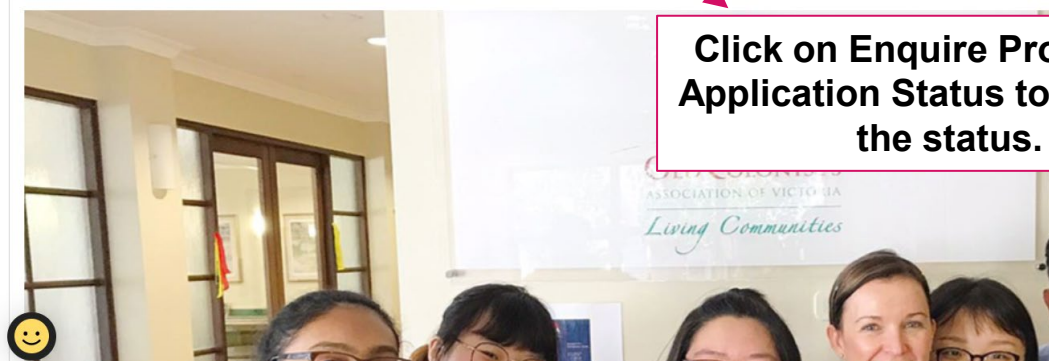
Please refer to **Student Guide to OPAS** on how to apply.

Home Apply for Programme Enquire Programme Application Status

Go Global...because you can!

Fancy an internship at Disneyworld Orlando, USA? Or doing a final year project at a state-of-the-art IT Incubator in Beijing, China? Maybe you're developing countries in Asia? NYP offers students all this and more with a fantastic array of opportunities from around the world that range from expeditions and leadership training. Pick up a new language or skill, make friends from different cultures, learn best practises, and broaden your in-a-lifetime experiences!

Click on Enquire Programme Application Status to check on the status.



Q2:
I have applied for the OELP and checked the Enquire Programme Application Status. What do the different status mean?

Answer:

- **Pending** : This indicates your application has been received and in the process of evaluation
- **Waitlisted** : This indicates you have not yet been approved, but there is possibility of approval later
- **Withdrawn** : This indicates you have withdrawn from the programme
- **Approved** : This indicates your application has been successful
- **Not Approved** : This indicates your application has not been successful

Q3:
**Can I update my
passport details
after I submitted
my OELP
application?**

Answer:

- Yes, you can update your details after submission.
- Log into Student Portal and select **Overseas Programmes** under Student Life.
- Click the “**Apply**” button to open OPAS.
- Find the OP you had applied for and click the “**View**” button.
- Update your details in the **Particulars Tab** and upload the new photo of your passport details for students who recently renewed their passport. *(Please kindly refer to Slide 16 on how the photo of your passport details should be submitted.)*

Q4:
I have been approved for my application but need to withdraw. How do I withdraw from the programme in OPAS?

Answer:

- You will need to submit your withdrawal request in OPAS.
- Login to OPAS, under **Enquire Application Status**, you will need to submit your reason for withdrawal.
- After submission, check for your application status under **Enquire Application Status** in OPAS.

Q5:
The system prompts me with a message on a programme clash and I am unable to submit my application. Why is this so?

Answer:

- The system automatically prevents you from applying for 2 programmes that are happening at the same time or if there are periods of overlap.
- If you have 2 concurrent programmes, the system will allow you to apply for your 2nd programme only if your 1st programme has been Cancelled, or if your application has been Withdrawn or is Not Approved.

Q6: I have submitted my online application. Do I need to obtain my parent/guardian consent at this point?

- Yes, please note that even though you have successfully submitted your online application, your parent/guardian consent is required before your application is processed by the school **(if you are under 21 years old)**.
- Use the e-consent button in the **Emergency / Consent Contacts Tab** in your online application to send an email to your parent/guardian for their consent via SingPass.
- If you require hard copy, please download the form in the **Emergency / Consent Contacts Tab** and remember to upload the signed copy in the **Document Upload Tab**.

Parent / Guardian Consent Contacts (If you are below 21 years) or Student Consent (If you are 21 years and above)

Please select choice of Parent / Guardian below for Consent to be sent to

To proceed with e-indemnity, please check that your parent can login to Singpass. Please also check that the NRIC, name and email provided below is correct. If the Parent / Guardian information below is not correct, you would need to login to Student Portal to update your Parent / Guardian information.

Alternatively, you may download a copy of the indemnity form in the [Emergency / Consent Contacts Tab](#), and upload the signed form in the [Document Upload Tab](#) instead.

If you require any assistance, please contact IT Helpdesk via any of the following ways:

1. Call Hotline @ 6550 0099
2. Email @ NYP_STUHELPIT_from.PCCW@nyp.edu.sg
3. Log the problem via the [IT HelpDesk System](#)

☐ Father
 ☐ Mother
 ☐ Guardian

* Name : Consent Name
 * NRIC : CONSENT NRIC
 * Relationship with Student : - Please select - * Email : Consent Email Address

e-Indemnity
Click the button below to resend e-indemnity to Parent/Guardian contact (Consent via Singpass)

[Send Indemnity via Email for e-Indemnity](#)

Manual Indemnity
Click [here](#) to download Indemnity form if you are below 21 years old and unable to submit consent using Singpass.
Click [here](#) to download Indemnity form if you are 21 years old or above and unable to submit consent using Singpass.

Back Previous Next

Click on this to send email to your Parent / Guardian for their consent via Singpass

Download hard copy if required

Q7:
**What will my
parent/guardian see
when s/he needs to
provide consent for my
overseas programme
application?**

Answer (i):

- Upon clicking the link in the email, they will see this page below, which requires singpass to log in:

NYP NANYANG
THE INNOVATIVE POLYTECHNIC NYP e-Consent / e-Indemnity



Q8:
**What will my
parent/guardian see
when s/he needs to
provide consent for my
overseas programme
application?**

Answer (ii):

- They will then be brought to this page with instructions to view the indemnity form and health declaration:

The screenshot shows the 'NANYANG THE INNOVATIVE POLYTECHNIC Overseas Programme e-Indemnity Form' page. It includes a user profile icon in the top right and a legend stating '* denotes required field'. The page is divided into two main sections: 'Section 1: Instructions' and 'Section 2: View Indemnity Form'. Section 1 contains three steps: Step 1 instructs to click 'View Form' in Section 2; Step 2 instructs to view and update the Health Declaration in Section 3; Step 3 instructs to check boxes in the Declaration in Section 4 and click 'Submit'. Section 2 contains a warning to disable pop-up blockers and a blue 'View Form' button. Below the button, green text says 'After viewing consent form, please continue to Sections 3 & 4'.

NANYANG
THE INNOVATIVE POLYTECHNIC Overseas Programme e-Indemnity Form

* denotes required field

Section 1 : Instructions

Step 1: Please click on the View Form button in **Section 2** to open the Indemnity Form for more information
Step 2: Please view the Health Declaration in **Section 3** that your child/ward had submitted in their Application for the programme. You may update the Health Declaration here if you wish to do so
Step 3: Finally, please check the boxes in the Declaration in **Section 4** and click the Submit button to submit your acknowledgement/consent for your child/ward to participate in the programme

Section 2: View Indemnity Form

Please disable your pop-up blocker before clicking [View Form]. Alternatively, you may wish to add nypeservices.nyp.edu.sg to your list of allowed sites in the pop-up blocker settings.

[View Form](#) After viewing consent form, please continue to Sections 3 & 4

**Q9:
What will my
parent/guardian see
when s/he needs to
provide consent for my
overseas programme
application?**

Answer (iii):

- After opening and reading the files, they will be required to submit the declaration:

Section 4: Declaration

I fully declare and confirm that:

- ☒ * I have read and fully understood all the sections in the Nanyang Polytechnic declaration form that I have viewed, and that all the information provided herein are true.
- ☒ * I have read the programme itinerary, and I am aware of all associated risks, related costs and requirements.
- ☒ * I am aware that while Nanyang Polytechnic will use all reasonable efforts to engage reliable service providers (where applicable), the service providers such as airlines, ground transport providers, hotels and travel agencies are not agents, partners, servants or employees of Nanyang Polytechnic. As such, Nanyang Polytechnic cannot assume any responsibility for the acts or omissions of these parties.

Submit

End

