

Reference Guide: Applicant Self Service

Overview

The Applicant Self Service functions will only be available once applicants have submitted their application and have received the application number and confirmation via email.

Accessing Applicant Self Service Portal

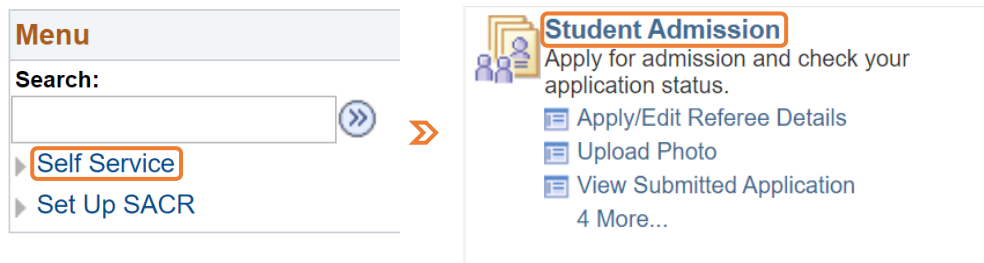
Applicants can access the portal at the following URL:

<https://eservices.smu.edu.sg>

User ID and Password

The User ID and Password is the same as account created during application. Please include 'apply' in your User ID to login (e.g. User_ID.apply).









Once you are logged in, click Self Service > Student Admission



The screenshot shows a 'Menu' section with a search bar. Below the search bar, 'Self Service' is highlighted with an orange box. An arrow points to the right, where a 'Student Admission' menu is shown, also highlighted with an orange box. The 'Student Admission' menu includes options for 'Apply/Edit Referee Details', 'Upload Photo', 'View Submitted Application', and '4 More...'.

Applicant Self Service Functions

The following Self Service functions are available to applicants.

Self Service		
 Student Admission Apply for admission and check your application status.		
 Apply/Edit Referee Details Apply/Edit Referee Details	 Upload Photo Upload Photo	 View Submitted Application View Submitted Application
 View Application Status View your current application status	 Upload Documents Upload admissions documents	 Make Online Payment Make online payment for admission-related fees.
 View Payment Status View Payment Status		

Commonly Used Functions

Apply/Edit Referee Details

You may monitor your referee's online referee report submission status; add/edit referee details; send the system generated notification if your referee did not receive the earlier email.

Make Online Payment

Access this function to make online payment for admission-related fees including SMU Admission Test (if applicable).

Note: *The payment page might take a longer time to load, kindly be patient.*