GUIDE TO APPLYING FOR ENTRY APPROVAL

(caa 1 April 2021)

Contents

Section 1: Important Information to Note Before Beginning Application Process

1.1   Eligibility criteria

1   The Student's Pass holder lane (STPHL) is a Safe Travel Lane that foreigners holding Student's Passes (STP) may use to enter Singapore.

2   Entry approvals may be granted for:

   a. STP/STP-IPA holders enrolled in MOE schools, Institutes of Higher Learning, Arts Institutions, Private Education Institutions, and other schools/ institutions (including pre-schools); and

   b. The following additional accompanying travellers, if the criteria is met. **These travellers must be traveling together with the STP/STP-IPA holders to be considered for entry**:

Accompanying travellers	Criteria
Up to 1 parent / guardian (on an ICA-issued pass i.e. Long-term Visit Pass/Short-term Visit Pass[1]) to accompany the STP/STP-IPA holder. Note that only 1 parent/ guardian is allowed per family unit.	If the STP/STP-IPA holder is 19 years old and under
Accompanying siblings (age 6 and below) on an ICA-issued pass i.e. Long-term Visit Pass/ Short-term Visit Pass[1])	-
Accompanying spouse and children	If the STP/STP-IPA holder is enrolled in a post-graduate programme

3   Via the online portal, STP holders may only apply for up to 3 travellers at a time. **If you meet the abovementioned criteria but need to apply for more travellers, please call 6812 5555 for assistance, or write in using the enquiry form on the SafeTravel website** (https://go.gov.sg/sto-enquiry).

4   The following travellers should **not** apply through the STPHL:

   a. Foreign students and their family members holding MOM-issued passes (e.g., Dependent's Pass). They should visit https://safetravel.ica.gov.sg/wphl/overview to find out how to apply for entry.
   b. Immediate family members or relatives of Singapore Citizens (SC) or Singapore Permanent Residents (PR), who should apply via the Familial Ties Lane instead. The sponsoring SC/PR should log in to https://eservices.ica.gov.sg/STO/ via SingPass to submit the entry application. For more information, visit https://safetravel.ica.gov.sg/scpr-familial-ties-lane/requirements-and-process.

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[1] Short-term visitors who are eligible for entry into Singapore will receive a Short-Term Visit Pass **on arrival**. For more information on the prevailing entry requirements, you may visit https://www.ica.gov.sg/enter-depart/entry_requirements.

1.2   Information to have on hand before beginning the application process

1   Before you begin your application, please ensure that you have the following information
ready:

☐ Passport details, NRIC/FIN details and contact information (email, mobile phone
number) of all travellers

☐ Travel Document (passport) that is valid for at least 6 months based on last day of entry
period selected

☐ Credit/Debit card details for payment (if any)

☐ (If STP holder is 12 years old and under[2] and travelling alone) NRIC/FIN details of a
caregiver residing in Singapore. Such STP/STP-IPA holders will need to be picked up by
the caregiver at the checkpoint. If the STP/STP-IPA holder is required to serve a Stay
Home Notice (SHN), the caregiver will also need to serve the SHN with them. The
caregiver should be a family member or guardian, who is either SC, PR or holding an ICA-
issued pass[3]. You will be required to provide details of the caregiver in this application.

☐ Please also ensure you have read the SHN and swab test requirements for your intended
departure country/ region at https://safetravel.ica.gov.sg/files/SHN-and-swab-
summary.pdf. In particular, if you are allowed to serve the SHN at self-sourced
accommodation i.e. outside of the dedicated SHN facilities, please ensure the
accommodation meets the requirements, if any.

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[2] By calendar year. A person born in 2009 will be considered 12 years old in 2021.
[3] Applicants with caregivers who are holding MOM-issued passes should **not** proceed with this application.
Instead, they should **call 6812 5555 for assistance, or write in using the enquiry form on the SafeTravel
website** (https://go.gov.sg/sto-enquiry), as additional approval from MOM will be required.

Section 2: Step 1 of Process – Apply for entry approval at https://eservices.ica.gov.sg/STO/

	Screen	Instructions
2.1.1	**SafeTravel Application** For Businesses Log in with CorpPass For Individuals Log in with SingPass **Log in with Email Address** Check Application Status	**Select Log in with Email Address.** For travellers who are immediate family members or relatives of Singapore Citizens (SC) or Singapore Permanent Residents (PR), the sponsoring SC/PR should submit the travellers' entry application by selecting "Log in with SingPass" instead.
2.1.2	**Submitter's Details** Name Email Please provide a valid email address to receive the OTP Captcha c4c5b	**Enter your name and email address. Please use your institution email address if you have one. The person submitting the application does not have to be one of the travellers, but this will be the email address that the entry approval letter(s) will be sent to.** **A One Time Password (OTP) will be sent to this email address. Please insert the OTP received when prompted.**

	Screen	Instructions
2.1.3	E-Services • **Student's Pass Holder Lane (SPL)** Apply for Student's Pass Holder Lane (SPL)	Click on "Apply for Student's Pass Holder Lane".

Section 2: Step 2 of Process – Fill in the Application Details

	Screen	Instructions
2.2.1	Applicant's Mobile Number* +	Enter your Mobile Number, including the country code. If you do not have a Singapore mobile number, please enter your foreign mobile number.

2.2.2	Is the Student's Pass Holder an immediate family member or relative of a Singapore Citizen or Singapore Permanent Resident? *
	
	Select
		Please select "Yes" if the STP holder is:
		   (a) an immediate family member or relative of a Singapore Citizen (SC)/ Permanent Resident (PR); or
		   (b) a fiancé/ fiancée of an SC or PR
		
		Thereafter, please apply through Singapore Citizen (SC)/ Permanent Resident (PR) Familial Ties Lane, which is a Safe Travel lane primarily to support the social and community needs of Singapore Citizens and Permanent Residents e.g., reuniting families amid the pandemic. Please see https://www.safetravel.ica.gov.sg/scpr-familial-ties-lane/overview.

2.2.3	Is the student traveller(s) 12 years old and under, and travelling with a Work Pass Holder?* Select	Please select "Yes" if the STP holder is aged 12 and under, and travelling with a Work Pass Holder. Do note that the Work Pass Holder cannot apply for entry under the Student's Pass Lane. Instead, he/she should apply for entry under the Work Pass Holder General Lane <u>first</u> (please see

		https://www.safetravel.ica.gov.sg/wphl/overview for more information). Only then should the STP holder apply for entry via this portal. You will be required to provide details of the accompanying Work Pass Holder later in this application (see 2.7.2). If SHN and swab tests are required, the traveller will have to make payment again for the SDF/swab test costs. They may put in a refund request subsequently (after the SHN is completed).
2.2.4	Are all travellers from same family unit or related by guardianship? * [⌄]	Only travellers who are from the same family unit/ related by guardianship, and share the same travel history, should submit their applications together. Otherwise, they should submit separate applications. Select "No" if the STP holder is travelling alone.
2.2.5	Number of Student's Pass Holders applying for entry approval* [⌄]	Please indicate the number of travellers who are holding valid Student's Passes or Student's Pass In Principle Approval.
2.2.6	Number of accompanying guardians/ family members who do not hold Student's Passes or MOM –issued passes applying for entry approval* [⌄]	Select number of accompanying family members/ guardians. They should **not** be holding Student's Passes or MOM-issued passes. If they are holding a Student's Pass or Student's Pass In Principle Approval, please count them as part of 2.2.5. If they are holding MOM-issued passes, they should apply for entry under the Work Pass Holder General Lane and should not be counted here (i.e., please indicate "0" here). (For more information on the Work Pass Holder General Lane, please see **https://www.safetravel.ica.gov.sg/wphl/overview**.)

		If any Student's Pass Holder is 12 years old and under (by calendar year) and is traveling unaccompanied, he/she will need to be picked up at the checkpoint by a caregiver. If the STP holder needs to serve SHN, the caregiver (family member or guardian) will also need to serve SHN. You will be required to provide details of the caregiver later in this application (see 2.7.1). Applicants with caregivers who are holding <u>MOM-issued passes</u> should <u>not</u> proceed with this application. Instead, they should call 6812 5555 for assistance, or write in using the enquiry form on the SafeTravel website (https://go.gov.sg/sto-enquiry), as additional approval from MOM will be required.
2.2.7	NEXT	Please check the accuracy of the information entered in this page, as you will not be able to return to this page to edit information again. Click NEXT once you have verified the accuracy of the information.

Section 2: Step 3 of Process – Fill in details of STP/STP-IPA holder

	Screen	Instructions
2.3.1	**Student 1** Immigration Pass Type* Select Student's Pass Holder Student's Pass Holder In-Principle Approval	**Select the Immigration Pass Type that the traveller is holding.**
2.3.2	**If Immigration Pass Type = Student's Pass** Immigration Pass Type* Student's Pass ⌄ FIN No.* FIN Expiry Date* FIN needs to be valid at least 14 days from the end of entry period. Date of Birth (DD/MM/YYYY)*	**Please fill in the traveller's FIN number, FIN expiry date and date of birth. For dates, you may type in dd/mm/yyyy format, or choose to use the calendar function.** **The student's FIN (Student's Pass) needs to be valid for at least 14 days after the last day of his/her travel validity period (see 2.5.3). For example, if the student applies and is approved for entry for the period of 3 May 2021 – 9 May 2021, the FIN expiry date must be 23 May 2021 or later.**

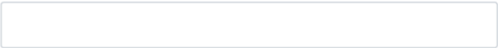|		
2.3.3	**If Immigration Pass Type = Student's Pass In-Principle Approval** Immigration Pass Type* Student's Pass In-Principle Approval ⌄ IPA Application Number* [ ] Nationality/Citizenship* Select ⌄ Full Name in Passport* [ ] Date of Birth (DD/MM/YYYY)* [ ]	**Please fill in the traveller's In-Principle Application number and details per the Passport – name, nationality/citizenship and date of birth. For dates, you may type in dd/mm/yyyy format, or choose to use the calendar function.** **Please note that the IPA Application number is <u>not</u> the FIN.** **For the traveller's full name, only entries containing the basic Latin characters (A to Z and a to z) are accepted.** **For traveller's names with other characters which are not accepted, please provide the name as reflected in the machine-readable zone of the passport. An illustration can be found below to show how to locate the passport's machine-readable zone.** [COUNTRY NAME] PASAS/PASSPORT/PASSEPORT — Type: Passport — Country Code: CTY — Passport No.: 00000000 Surname: BASANAVIČIENĖ — Given Name: BIRUTĖ Nationality: COUNTRY CITIZEN — Date of Birth: 11 03 1990 Place of Birth: COUNTRY — Sex: F Date of Issuance: 02 01 2019 — Date of Expiry: 02 01 2029 Authority: XXXXXXXXX Please provide your name as found in the Machine Readable Zone (MRZ) of your passport. E.g. "BASANAVIČIENĖ BIRUTĖ" → BASANAVICIENE BIRUTE P<CTYBASANAVICIENE<<BIRUTE<<<<<<<<<<<<<<<<<<< 00000000<0LTU9003118F29010204090003111045<<<86 Machine Readable Zone (MRZ)

Note: All questions are mandatory (*).

Section 2: Step 4 of Process – Fill in details of accompanying family member/ guardian, if applicable

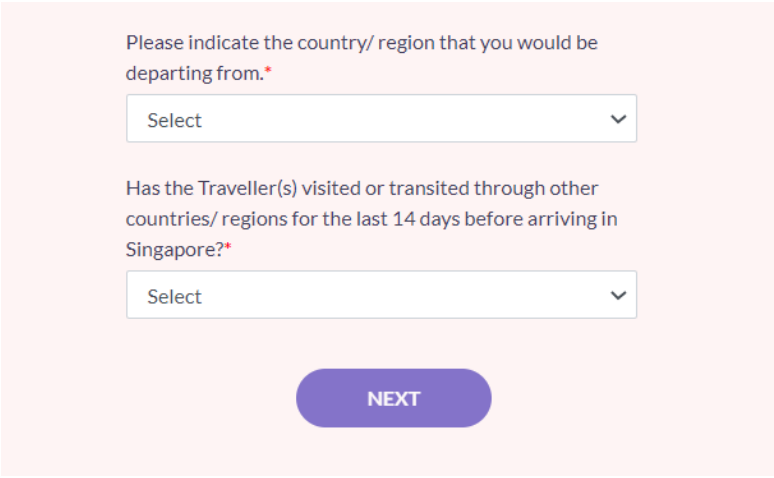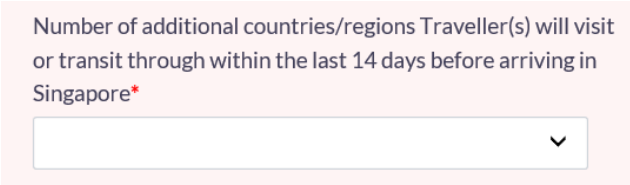|	Screen	Instructions
2.4.1	Accompanying Guardian/Family Member Immigration Pass Type* Select Long Term Visit Pass Singapore Citizen / Singapore Permanent Resident Short Term Visit Pass	Select the Immigration Pass Type of Accompanying Guardian/Family Member. If the accompanying traveler does not hold a Long-Term Pass, please select "**Short Term Visit Pass**". Short-term visitors who are eligible for entry into Singapore will receive a Short-Term Visit Pass <u>on arrival</u>. For more information on the prevailing entry requirements, you may visit **https://www.ica.gov.sg/enter-depart/entry_requirements**. Travellers holding Long Term Visit Pass – In Principle Approval (LTVP-IPA) should select "<u>Short Term Visit Pass</u>".
2.4.2	**If Immigration Pass Type = Long Term Visit Pass** Immigration Pass Type* Long Term Visit Pass FIN* FIN Expiry Date (DD/MM/YYYY)* FIN needs to be valid at least 14 days from the end of entry period. Date of Birth (DD/MM/YYYY)*	Please fill in the traveller's FIN number, FIN expiry date and date of birth. For dates, you may type in dd/mm/yyyy format, or choose to use the calendar function. The traveller's FIN (Long Term Visit Pass) needs to be valid for at least 14 days after the last day of his/her travel validity period (see 2.5.3). For example, if the traveller applies and is approved for entry for the period of 3 May 2021 – 9 May 2021, the FIN expiry date must be 23 May 2021 or later.

2.4.4	**If Immigration Pass Type = Singapore Citizen/ Singapore Permanent Resident** Immigration Pass Type* Singapore Citizen / Singapore Permanent Resident ⌄ NRIC* [ ] Date of Birth (DD/MM/YYYY)* [ ]	**Please fill in the traveller's NRIC and date of birth. For dates, you may type in dd/mm/yyyy format, or choose to use the calendar function.**
2.4.5	**If Immigration Pass Type = Short Term Visit Pass**	**A Short Term Visit Pass is granted at entry into Singapore, if the traveller is eligible (please refer to https://www.ica.gov.sg/enter-depart/entry_requirements).** **In addition, if the traveller holds a travel document (passport) issued by certain countries/ places, he/she will require a valid Singapore entry visa to travel to, and seek entry, into Singapore (please refer to https://www.ica.gov.sg/enter-depart/entry_requirements/visa_requirements).** **In this page, please fill in the details per the travel document (passport) – name, travel document number, nationality/citizenship, expiry date and date of birth. For dates, you may type in dd/mm/yyyy format, or choose to use the calendar function.** **For the traveller's full name, only entries containing basic Latin characters (A to Z and a to z) are accepted.**

Immigration Pass Type* [Short Term Visit Pass ⌄] Full Name in Travel Document* [ ] Travel Document Number* [ ] Nationality/Citizenship* [⌄] Date of Birth (DD/MM/YYYY)* [ ] Gender* [⌄]	**For traveller's names with other characters which are not accepted, please provide the name as reflected in the machine-readable zone of the passport. An illustration can be found below to show how to locate the passport's machine-readable zone.**

Note: All questions are mandatory (*).

Section 2: Step 5 of Process – Fill in travel details

	Screen	Instructions
2.5.1	Please indicate the country/ region that you would be departing from.* Select ⌄ Has the Traveller(s) visited or transited through other countries/ regions for the last 14 days before arriving in Singapore?* Select ⌄ NEXT	**Select the country/region that the traveller(s) would be departing from.** **If the traveller(s) are visiting or transiting through other countries/region in the last 14 days before entering Singapore, please select "Yes".**
2.5.2	**This option is only available if you are transiting through other countries/regions before entering Singapore.** Number of additional countries/regions Traveller(s) will visit or transit through within the last 14 days before arriving in Singapore* ⌄	**Please indicate the number of additional countries/regions, and state the countries/regions.**

	Country 1* [⌄] Country 2* [⌄]	
2.5.3	Date of arrival in Singapore. Please note that you will not be allowed to amend the selected Date of Entry after approval is granted.* [24 May 2021 - 30 May 2021 ⌄]	**Select the travellers' intended period of entry. You will be prompted to select a different period if the dates are not available.** **Please note that once the application is approved, changes in the period of entry will <u>not</u> be allowed. If the travellers' period of entry changes, a fresh application will be required. Payments are also <u>non-refundable</u>.**

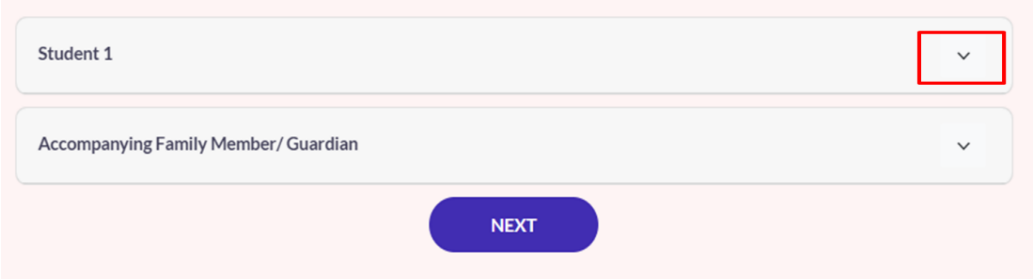| 2.5.4 | You are eligible to opt out of the dedicated SHN facility (SDF). Would you like to opt out of the SDF? If yes, please note that you will be required to declare that your accommodation meets the requirements. *

Yes

☐ I declare that the following criteria for opting out of the SDF are fulfilled:

a. The traveller remained in the list of selected countries/regions (as indicated in S/N 3 of the table found in https://safetravel.ica.gov.sg/files/SHN-and-swab-summary.pdf) in the last 14 days prior to the traveller's departure for Singapore;

b. Upon the traveller's entry into Singapore, the traveller will occupy his/her place of residence (i.e. residential address) alone or only with household members with the same travel history as the traveller, who are also serving their SHN of the same duration AND period; and

c. There is no one ordinarily residing at the place of residence (e.g. domestic helper) who does not share the same travel history as the traveller, and the traveller has already made all necessary arrangements to ensure that any such person will not reside at the place of residence until the conclusion of the traveller's SHN period.

By applying for opt-out, traveller is ensuring and declaring that the above-mentioned conditions are met. Checks will be conducted to ensure compliance with the opt-out requirements during the SHN period. | **This option is available for travellers from countries/ regions where opting out of the SHN dedicated facilities (SDF) is allowed.**

You will be required to declare that the traveller(s) fulfill the conditions to opt-out of SDF and serve the 14-day SHN at the traveller(s)' place of accommodation:

a. The traveller remained in the list of selected countries/regions (as indicated in S/N 3 of the table found in https://safetravel.ica.gov.sg/files/SHN-and-swab-summary.pdf) in the last 14 days prior to the traveller's departure for Singapore;

b. Upon the traveller's entry into Singapore, the traveller will occupy his/her place of residence (i.e. residential address) alone or only with household members with the same travel history as the traveller, who are also serving their SHN of the same duration AND period; and

c. There is no one ordinarily residing at the place of residence (e.g. domestic helper) who does not share the same travel history as the traveller, and the traveller has already made all necessary arrangements to ensure that any such person will not reside at the place of residence until the conclusion of the traveller's SHN period.

Checks will be conducted to ensure compliance with the opt-out requirements during the SHN period. |

2.5.5	You are eligible to opt out of the dedicated SHN facility (SDF). Would you like to opt out of the SDF? If yes, please note that you will be required to declare that your accommodation meets the requirements. * Yes ⌄ ☐ I declare that the following criteria for opting out of the SDF are fulfilled: a. The minor and caregiver must occupy their place of residence alone or only with household members with the same travel history, who are also serving their SHN during the same period. There should be no other persons residing at the residence until the conclusion of the SHN period; and b. The caregiver must pick up the minor from the checkpoint. Both will have to make arrangements with the authorised transport provider, Strides Transportation, for transport from the to their accommodation as well as the 2-way trip for their SHN exit swab. The estimated cost is about $200 for the 3 trips.	**This option is available for minors (aged 12 and below by calendar year) who are travelling <u>alone</u> from certain countries/ regions. A caregiver who is residing in Singapore will need to pick up the minor from the checkpoint and serve SHN together with the minor at a place of residence that meets the stipulated requirements.** You will be required to declare that the traveller fulfills the conditions to opt-out of SDF and serve the 14-day SHN at the traveller's place of residence: a. The minor and caregiver must occupy their place of residence alone or only with household members with the same travel history, who are also serving their SHN during the same period. There should be no other persons residing at the residence until the conclusion of the SHN period; and b. The caregiver must pick up the minor from the checkpoint. Both will have to make arrangements with the authorised transport provider, Strides Transportation, for transport from the checkpoint to their accommodation as well as the 2-way trip for their SHN exit swab. The estimated cost is about $200 for the 3 trips. **Checks will be conducted to ensure compliance with the opt-out requirements during the SHN period.**

Note: All questions are mandatory (*).

Section 2: Step 6 of Process – Fill in traveller's further document details

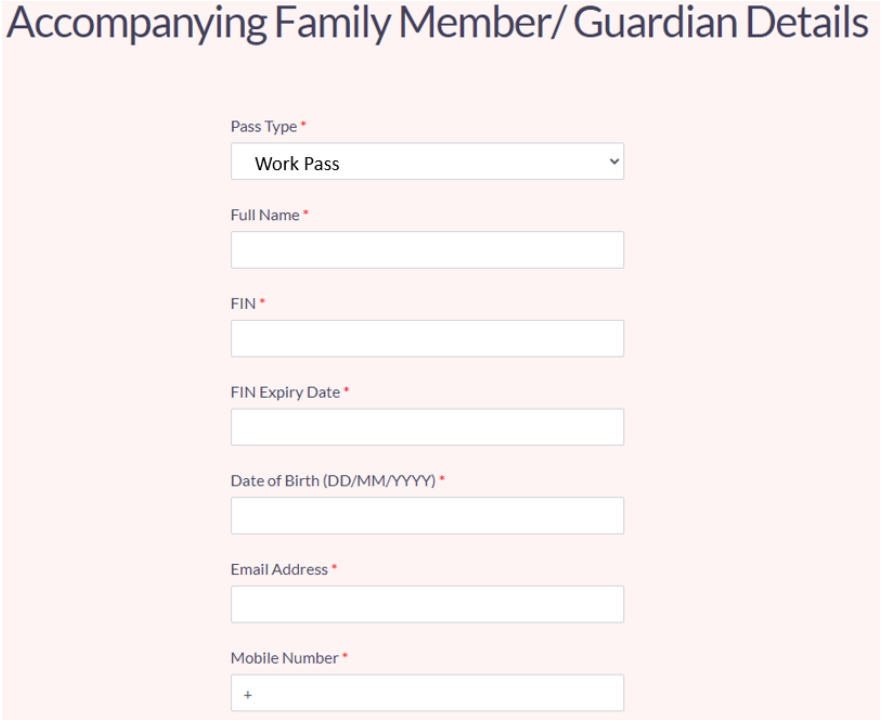|	Screen	Instructions

2.6.1	**For Student's Pass Holders/ Student's Pass In Principle Approval Holders**
	
	Full Name in passport*
	[ ]
	
	Travel Document Number*
	[ ]
	
	Travel Document Expiry Date*
	[ ]
	
	Email*
	[ ]
	
	Mobile*
	[+]
	
	School / Educational Institution Name*
	[ ]
	
	Please select "Yes" if traveller was previously diagnosed with COVID-19 infection in the past 22 or more days from desired date of entry into Singapore. *
	[Select ∨]
		Please fill in the traveller's full name per the passport (see 2.3.3 for details on how to identify the passport name), passport number, expiry date, email, and mobile number (including country code).
		
		For Travel Document Number, please enter the Passport number.
		
		For the email address, please use the email that the student has with his/her education institution, if possible.
		
		For dates, you may type in dd/mm/yyyy format, or choose to use the calendar function.
		
		Please look for the student's school/educational institution in the dropdown menu. You may type to filter the list.
		
		You will be required to include the traveller's accommodation address if he/she is traveling from a country/ region where either:
		    (a) The Stay-Home Notice is not required; or
		    (b) The Stay-Home Notice may be served at a suitable self-sourced acccommodation.

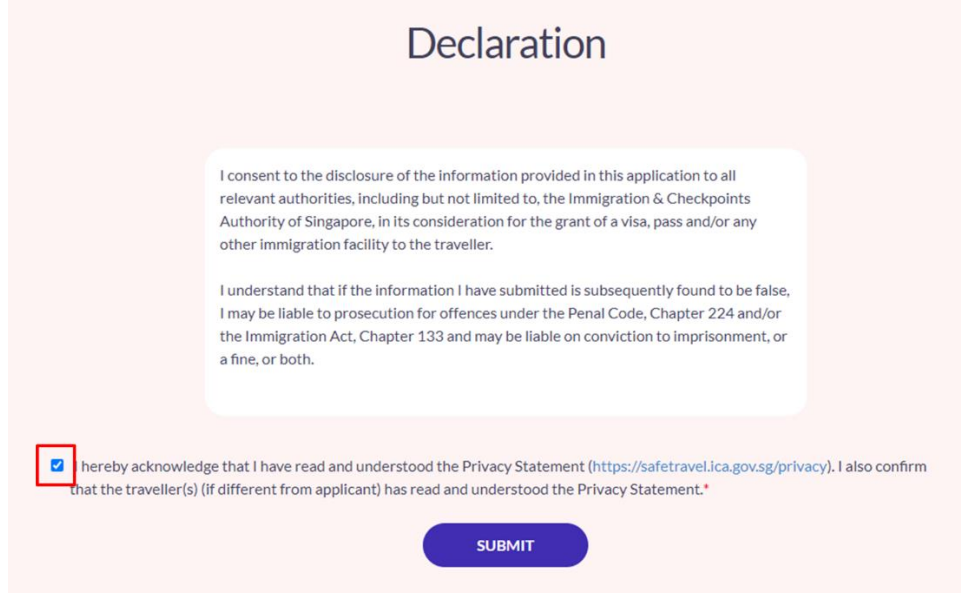|			
2.6.2	**Accompanying family member/ guardian** Full Name in passport* [ ] Date of Birth (DD/MM/YYYY) [08/08/2000] Travel Document Number* [ ] Travel Document Expiry Date* [ ] Email* [ ] Mobile* [+] Please select "Yes" if traveller was previously diagnosed with COVID-19 infection in the past 22 or more days from desired date of entry into Singapore. * [Select ▾]		**Please fill in the traveller's full name per the passport (see 2.3.3 for details on how to identify the passport name), travel document number (passport number), expiry date, email, and mobile number (including country code).** **For dates, you may type in dd/mm/yyyy format, or choose to use the calendar function.**
2.6.3	Student 1 ▾ Accompanying Family Member/ Guardian ▾ **NEXT**		**Click on the drop-down arrow to verify details before clicking NEXT.** **If you wish to make changes, click on the Modify button under the drop-down screen.**

Note: All questions are mandatory (*).

Section 2: Step 7A of Process – Fill in care giver details (if applicable)

	Screen	Instructions
2.7.1	**Care Giver Details** Pass Type * Long Term Visit Pass ⌄ Select Long Term Visit Pass Singapore Citizen / Singapore Permanent Resident Short Term Visit Pass FIN * FIN Expiry Date * Date of Birth (DD/MM/YYYY) * Email Address * Mobile Number * +	**Caregiver details are required if the STP holder is 12 years old and under, and is traveling alone.** **A caregiver who is currently residing in Singapore must pick up the STP holder from the checkpoint, and serve the Stay Home Notice (if necessary) with the STP holder. Please note that caregivers who are holding MOM-issued passes will need additional approval from MOM <u>first</u>, and should call 6812 5555 for assistance, or write in using the enquiry form on the SafeTravel website (https://go.gov.sg/sto-enquiry).** **Select the Immigration Pass Type of the caregiver and enter his/her details.** **If Immigration Pass Type = Long Term Visit Pass, please fill in the caregiver's full name, FIN, FIN expiry date, date of birth, email address and local mobile number (with country code +65).** **If Immigration Pass Type = Singapore Citizen/ Singapore Permanent Resident, please fill in the caregiver's full name, NRIC, date of birth, email address and local mobile number (with country code +65).** **If Immigration Pass Type = Short Term Visit Pass, please fill in the caregiver's full name, travel document (passport) number, date of birth, email address and local mobile number (with country code +65).**

Section 2: Step 7B of Process – Fill in accompanying Work Pass Holder's details (if applicable)

	Screen	Instructions
2.7.2	**Accompanying Family Member/ Guardian Details** Pass Type * Work Pass Full Name * FIN * FIN Expiry Date * Date of Birth (DD/MM/YYYY) * Email Address * Mobile Number * +	If the STP holder is 12 years old and under, and is traveling with an individual holding an MOM-issued pass, please provide the details of the MOM-issued Work Pass holder here. Please fill in the traveller's full name, FIN, FIN expiry date, date of birth, email address and mobile number (with country code). Please be reminded that <u>MOM's entry approval</u> will be required for this accompanying traveller (please visit https://safetravel.ica.gov.sg/wphl/overview). If SHN at a SHN dedicated facility and swab test are required, additional payment for the accompanying traveller will be needed in this application. A refund may be requested after the travellers' SHN period is completed. Travellers holding Work Pass – In Principle Approval (IPA) should call the Safe Travel Enquiries Helpline at 6812 5555 or write in using the enquiry form on the SafeTravel website (https://go.gov.sg/sto-enquiry).

Section 2: Step 8 of Process – Declaration and Confirmation

	Screen	Instructions
2.8.1		**Please check on the box at the bottom after you have read and agreed on the statement of consent and declaration, and then click Submit to proceed to next page on Confirmation.**

2.8.2		

Confirmation

Check Application & Proceed to Payment

Application Number: MSL-SPL-210401000002

Identification Number	Name of traveller	Cost of Swab Test	Cost of Stay at SHN Dedicated Facility	Total Amount
�██	████	SGD$125	SGD$2000	SGD$2125
████	████	SGD$0	SGD$600	SGD$600
Total for all Travellers				SGD$2725

This page provides a breakdown of costs for payment.

Please check and ensure the particulars of travellers are correct.

If there are errors, do not proceed to make payment. Please resubmit a new application with the correct particulars.

Please note that there will be no refund once the relevant approvals are issued by Safe Travel Office, unless otherwise stated.

Click on the "Make Payment" button to proceed for payment.

IMPORTANT:

1. Please check and ensure that the above particulars of all travellers are correct.

2. If there are any errors in the particulars of any travellers above, please do not proceed to make payment. Please re-submit a new application with the correct particulars.

3. Please note that no amendments will be accepted once payment is made.

4. After clicking on the 'Make Payment' button, you will be directed to an external payment portal. The approval letter will be available for download once payment is made. A copy of the approval letter will also be sent to your email address.

5. There will be no refund once approval is issued by the Safe Travel Office.

MAKE PAYMENT

BACK TO HOME

Section 2: Step 9 of Process – Payment (if applicable)

	Screen	Instructions
2.9.1	**Pay with card** Email student@inst.edu.sg Card information 1234 1234 1234 1234 VISA AMEX MM / YY CVC Name on card Country or region Singapore Pay SGD 2,850.00	**Please fill in email and card details for payment.** **Should you face difficulties, please contact the Safe Travel hotline at 6812 5555.**

Section 2: Step 10 of Process – Successful application

	Screen	Instructions
2.10.1	**Application Confirmation** Application Number: MSL-SPL-210401000002 Payment Status: Paid An Approval Letter for Entry has been sent to the applicant's email. <table><tr><th>Identification Number</th><th>Name</th><th>Swab Test</th><th>Stay at dedicated SHN</th><th>Total amount</th></tr><tr><td>████████</td><td>███</td><td>SGD$125</td><td>SGD$2000</td><td>SGD$2125</td></tr><tr><td>████████</td><td>███</td><td>SGD$0</td><td>SGD$600</td><td>SGD$600</td></tr><tr><td colspan="4">Total for all Travellers</td><td>SGD$2725</td></tr></table> BACK TO HOME	**An application confirmation screen will be shown if the application is successful.** **Please print/save a copy of this page for your own records.** **Please check that you receive the Approval Letter for Entry in your email.**