



# INTERNET EXAMINATION REGISTRATION SYSTEM (iERS) GUIDE FOR SINGPASS USERS

This is a step-by-step guide on how you can register for the GCE-level examinations as a private candidate in the iERS. You would need your identification document and the subject code(s) before you start.

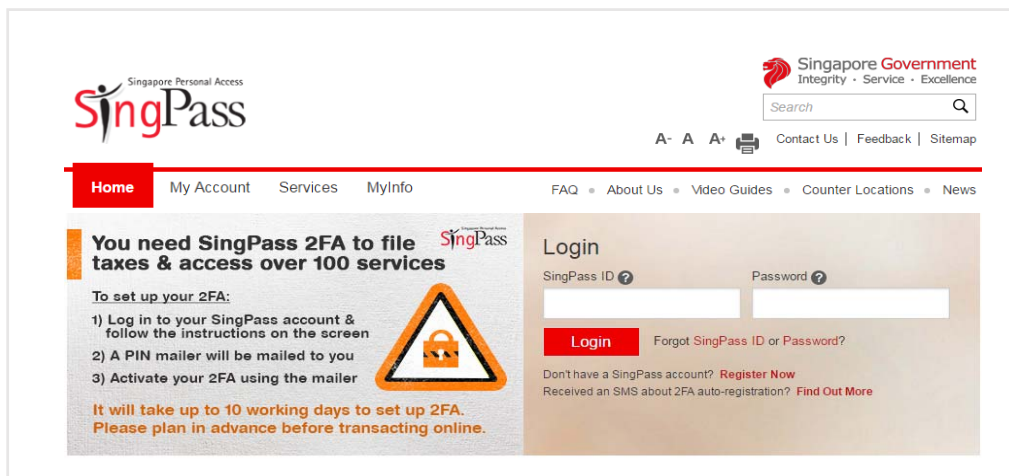
Please read "Instructions For Private Candidates" and examination timetable(s) which are available on SEAB's website before you register for the examinations.

## 1 ACCOUNT CREATION

Click on "[Create Account Via SingPass](#)".

## 2 SINGPASS LOGIN

Login using your SingPass.



Click on "[Please click here if you have fully read and understood the instructions](#)" once you have gone through both the **Examination Instructions** and **Examination Timetables**.

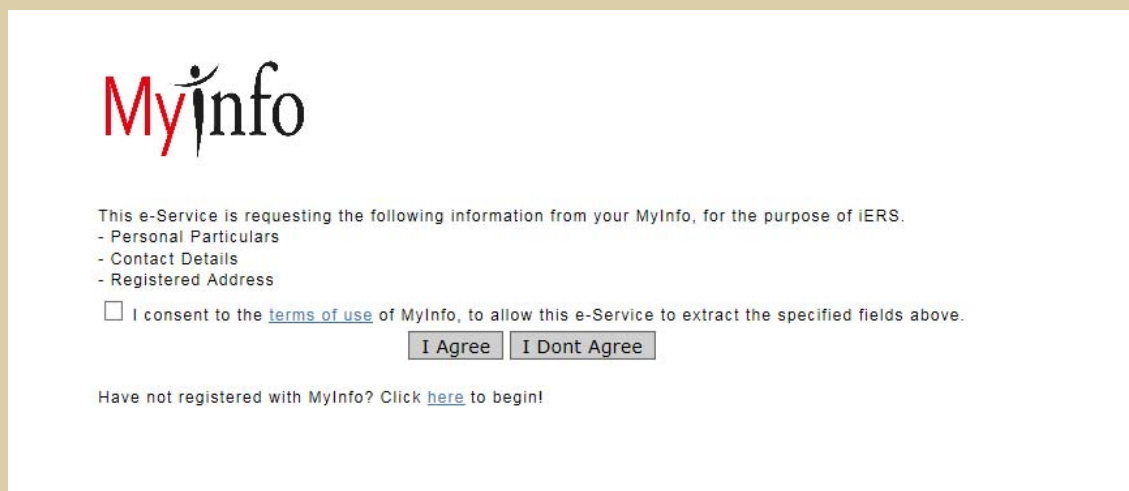
Click "[Proceed with registration](#)" when prompted.

### 3 GRANT CONSENT TO SHARE YOUR PERSONAL DATA

MyInfo is a consent-based data platform that pulls your personal data across participating Government agencies to fill out e-forms.

You would be prompted by SingPass to grant consent for your personal particulars (such as Name, Date Of Birth and Address) to be shared with iERS.

Click "I Agree" if you consent.



**MyInfo**

This e-Service is requesting the following information from your MyInfo, for the purpose of iERS.

- Personal Particulars
- Contact Details
- Registered Address

I consent to the [terms of use](#) of MyInfo, to allow this e-Service to extract the specified fields above.

Have not registered with MyInfo? Click [here](#) to begin!

### 4 PERSONAL PARTICULARS

Your personal particulars would be populated if you grant consent in SingPass. Please fill in the blank fields as these data are not available in MyInfo.

If you did not grant consent in SingPass, you have to complete the details and click on "Register" to create your user account.

You would be asked to confirm that the particulars are correct before you can proceed to the next step.

Ensure that you provide a valid contact number, email address and postal address as these would be the communication channels between you and the Singapore Examinations and Assessment Board for all examination matters,

## 5 SUBJECT REGISTRATION

### 5a. Examination Level

Select the examination level to begin your registration.

You can also update your personal details (except NRIC/FIN/Passport, Citizenship and Nationality) by clicking on "[Update particulars](#)".



Welcome ANDREW TAN

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Registration

- [N\(T\)- and N\(A\)-Level](#)
- [O-Level Registration](#)
- [A-Level Registration](#)

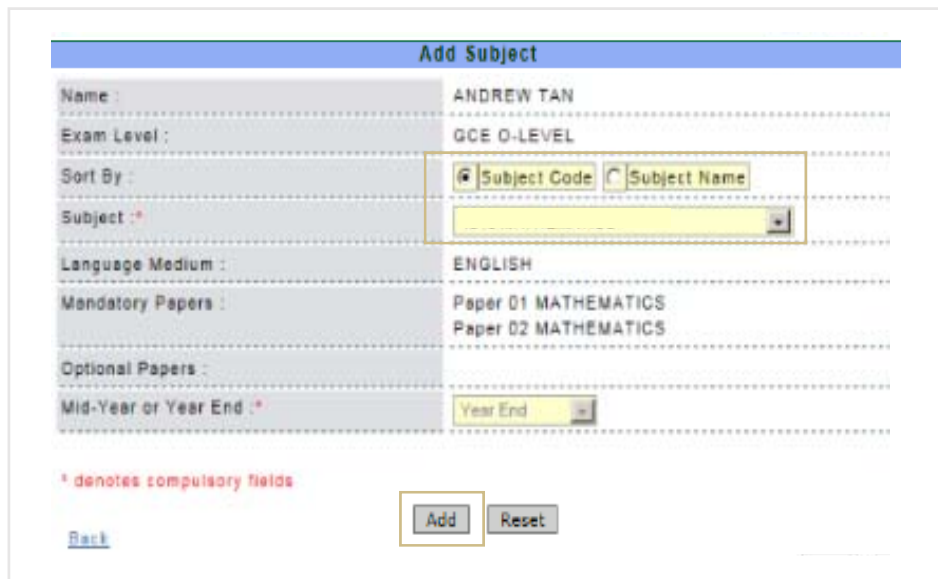
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[Update Particulars](#)

### 5b. Subjects

Click on "[Add subject](#)" to register for a new subject. You will be brought to the add subject page.

Select your subject (you may sort by either Subject Code or Subject Name) and click "[Add](#)". If you are registering for Science subjects, please read "Instructions For Private Candidates" for the additional requirements.



Add Subject	
Name :	ANDREW TAN
Exam Level :	GCE O-LEVEL
Sort By :	<input checked="" type="radio"/> Subject Code <input type="radio"/> Subject Name
Subject * :	<input type="text"/>
Language Medium :	ENGLISH
Mandatory Papers :	Paper 01 MATHEMATICS Paper 02 MATHEMATICS
Optional Papers :	
Mid-Year or Year End * :	Year End <input type="text"/>

\* denotes compulsory fields

[Back](#)

## 6 PAYMENT

Payment details will be reflected on the iERS homepage and on your payment advice.

You can view your payment advice by clicking on "[Click to view pay advice](#)". A private registration survey will be displayed. Please complete the survey before viewing your payment advice.

You are advised to print your registration details for future reference as the iERS will not be available after the registration period.

Please select your preferred payment mode:

(a) Credit or Debit Card.

You would be brought to the eNETS website for payment.

(b) Singapore Post or through S.A.M.

Please visit SEAB's website for the dates on which you can make payment.

## 7 SUBJECT/PAPER ENTRIES AMENDMENT

You can make any amendments to your entries if you have not paid your examination fees online and the amendments are made during the registration period, at no additional fee.

You have to complete the 'Amendment Request Form' found on SEAB website and email it to [contact@moe.gov.sg](mailto:contact@moe.gov.sg) if the request is made after you have paid the examination fee or after the registration period. An amendment fee of S\$20.00 (in addition to the new subject fee) will be charged for each amendment request made.

There will be a refund of 50% of the subject fees for deletion of subjects if you do so before the deadline that is given on SEAB's website.

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**For any clarification, please contact:**

Ministry of Education  
Customer Service Centre

Hotline No.: 6872 2220

Email: [contact@moe.gov.sg](mailto:contact@moe.gov.sg)