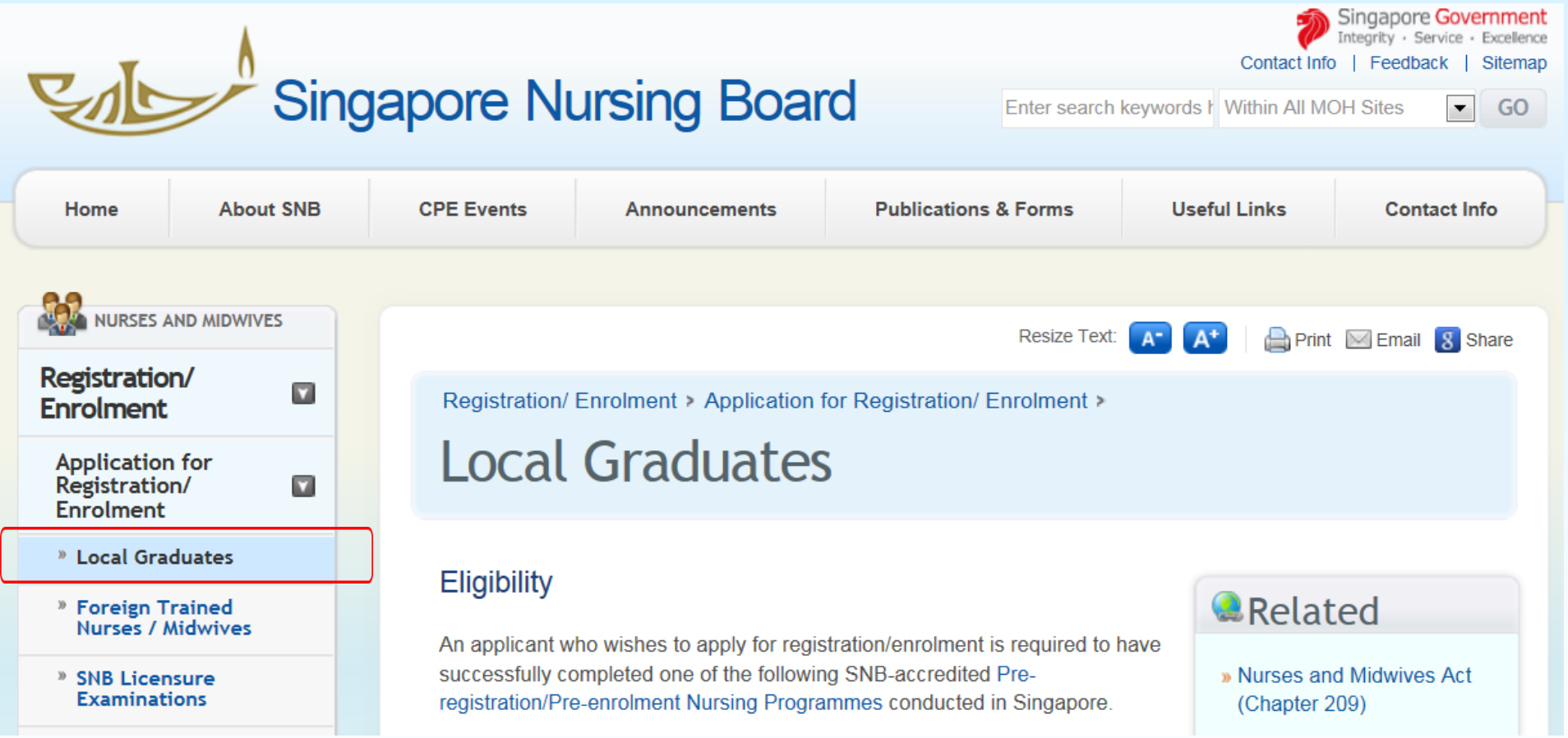
Applying for Nursing Registration and Enrolment

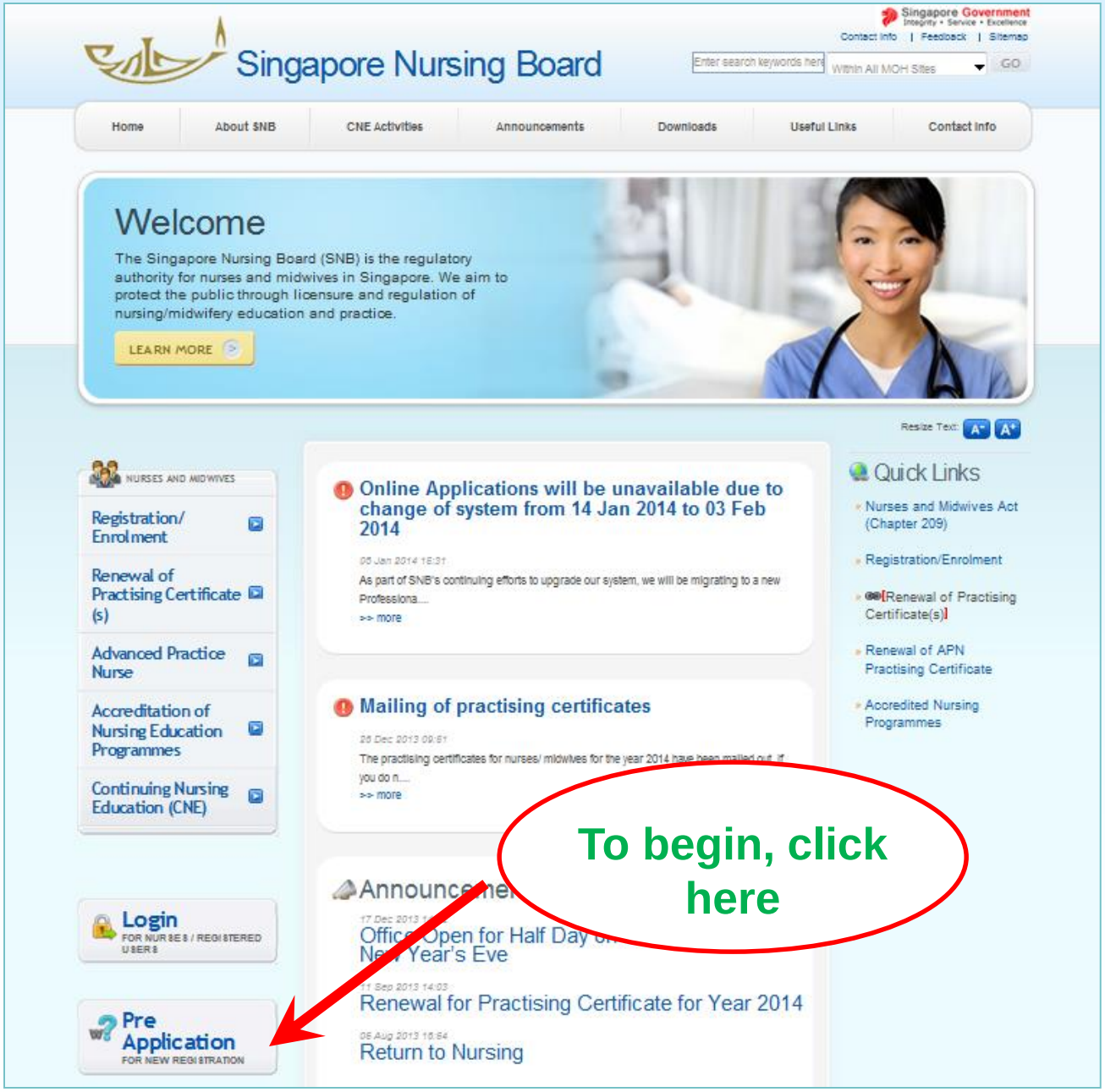
SINGAPORE NURSING BOARD

Application for Registration/ Enrolment

Instructions on How to Apply For Registration

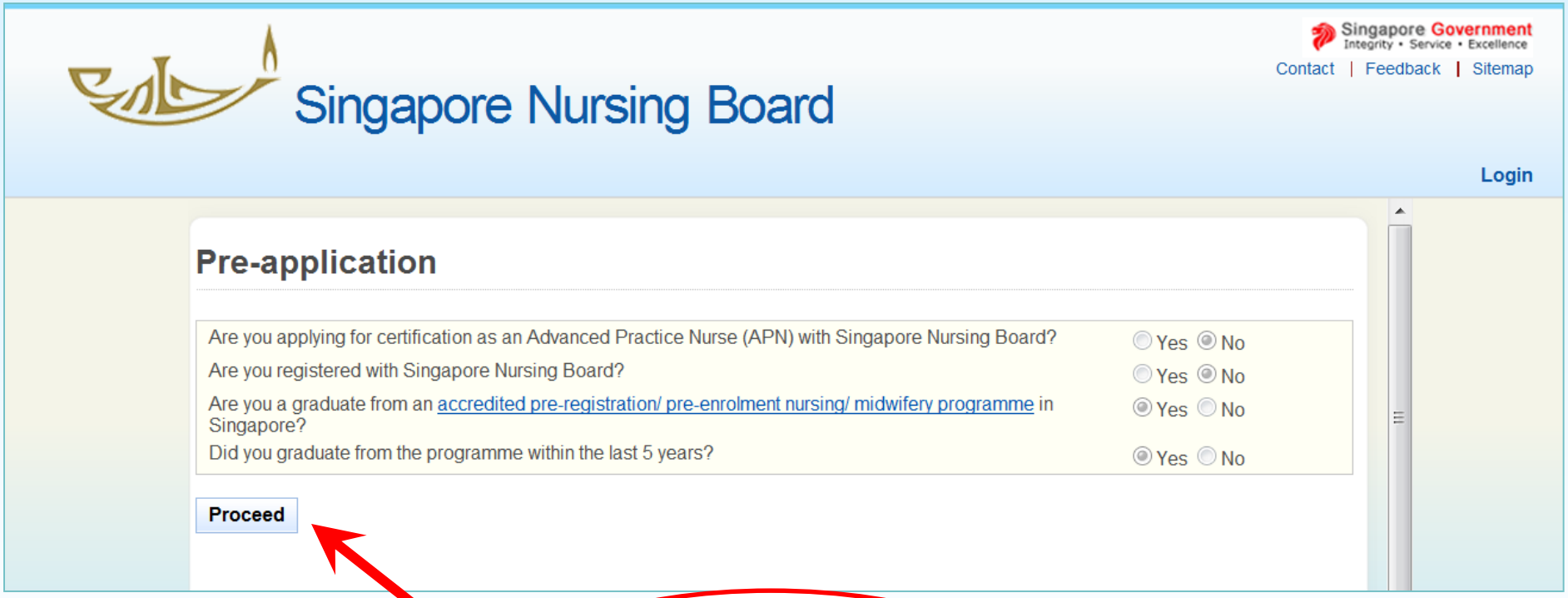


Go to http://www.snb.gov.sg



Application For Registration

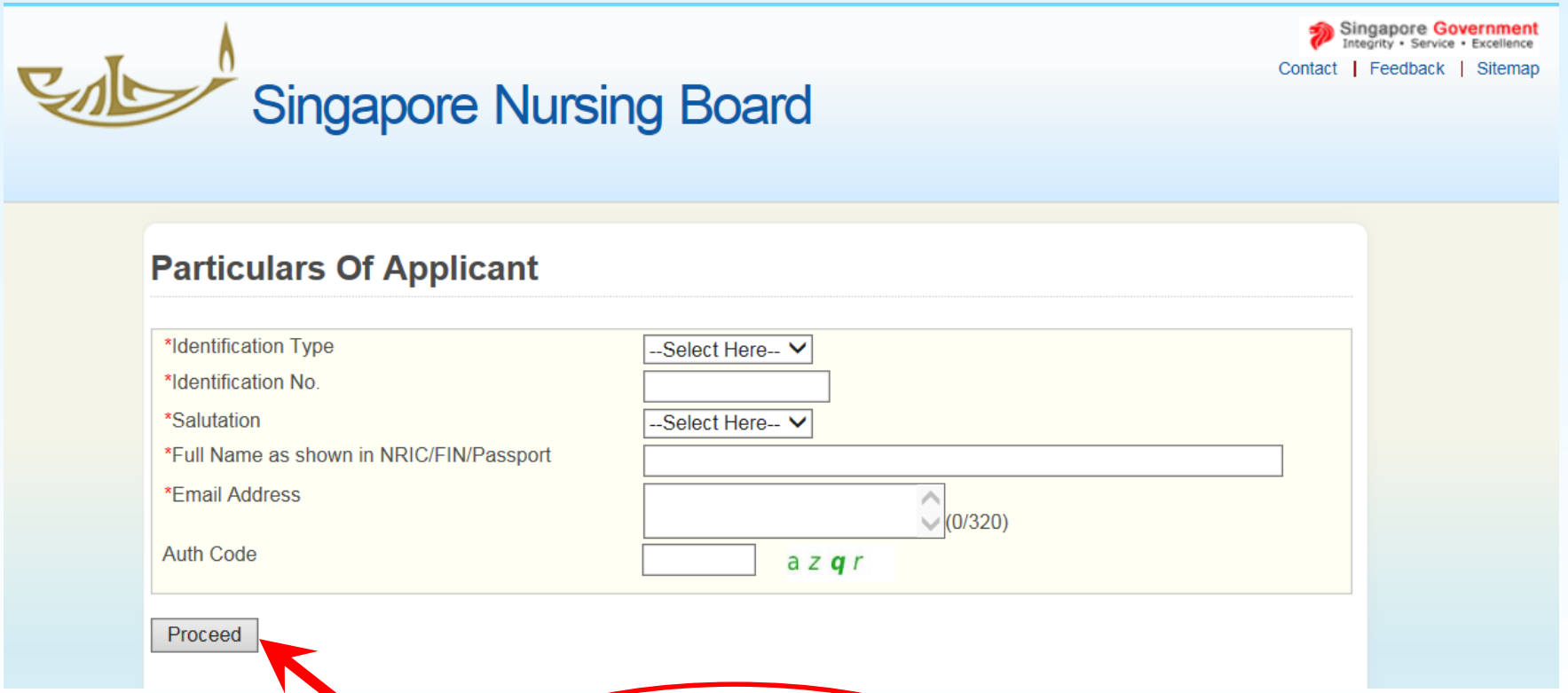
1) Complete Pre-application Questions:

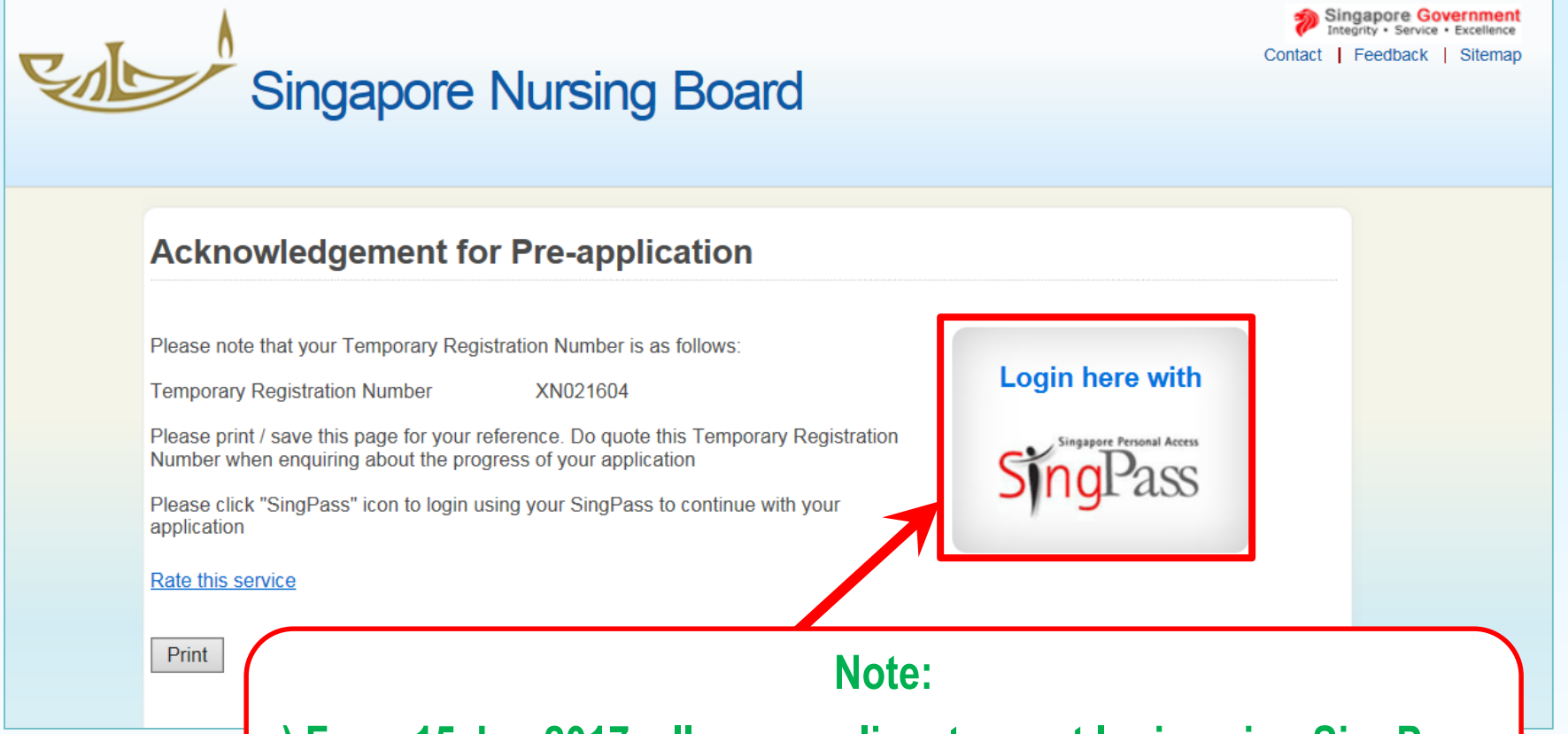


Then click "Proceed"

Application For Registration

2) Complete Your Particulars : Please ensure that you have entered your name as it appears on your NRIC or passport and that you have entered a valid email address.



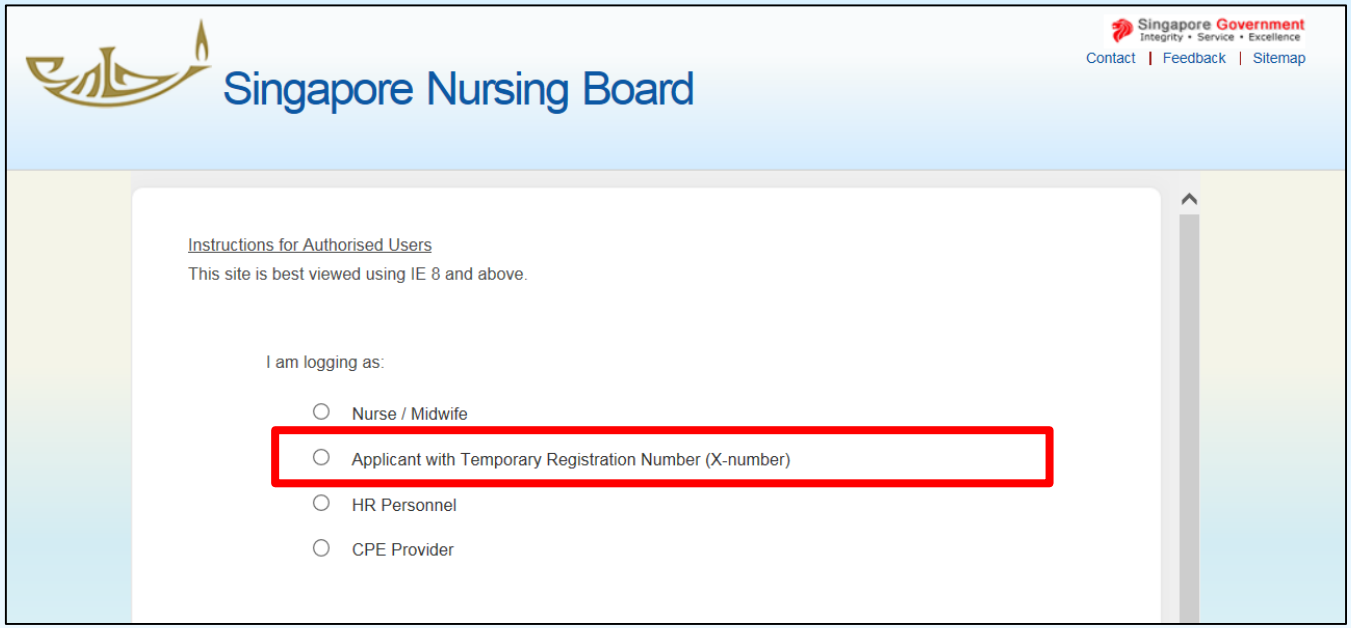


Note:

a) From 15 Jan 2017, all new applicants must login using SingPass with 2FA.

b) Foreigners : Employer HR can apply on your behalf

For SingPass users

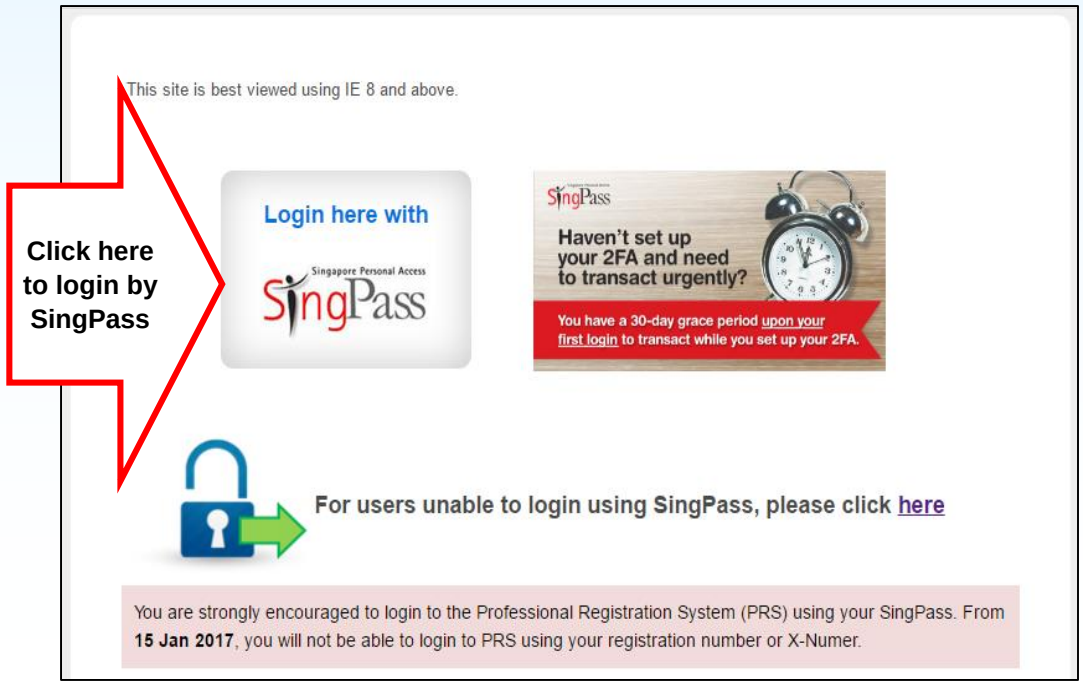


1:

Select login as "Applicant with Temporary Registration Number (X-number)"

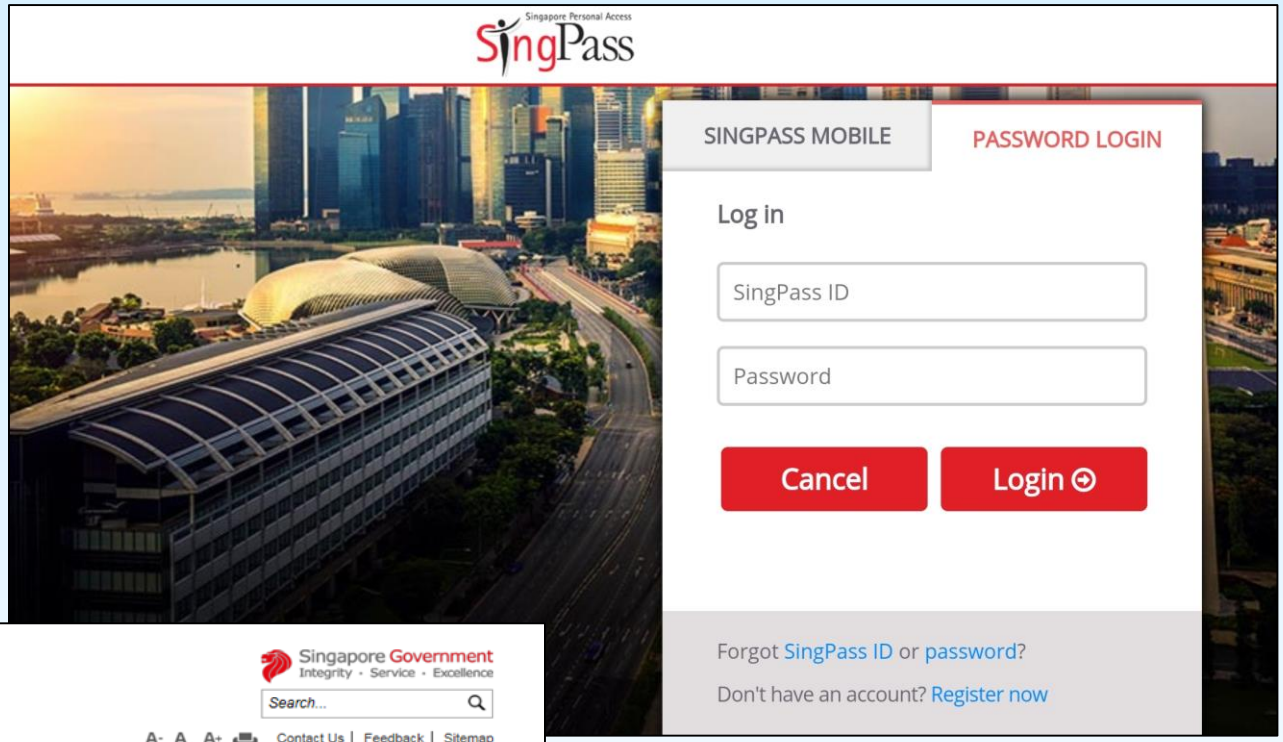
2:

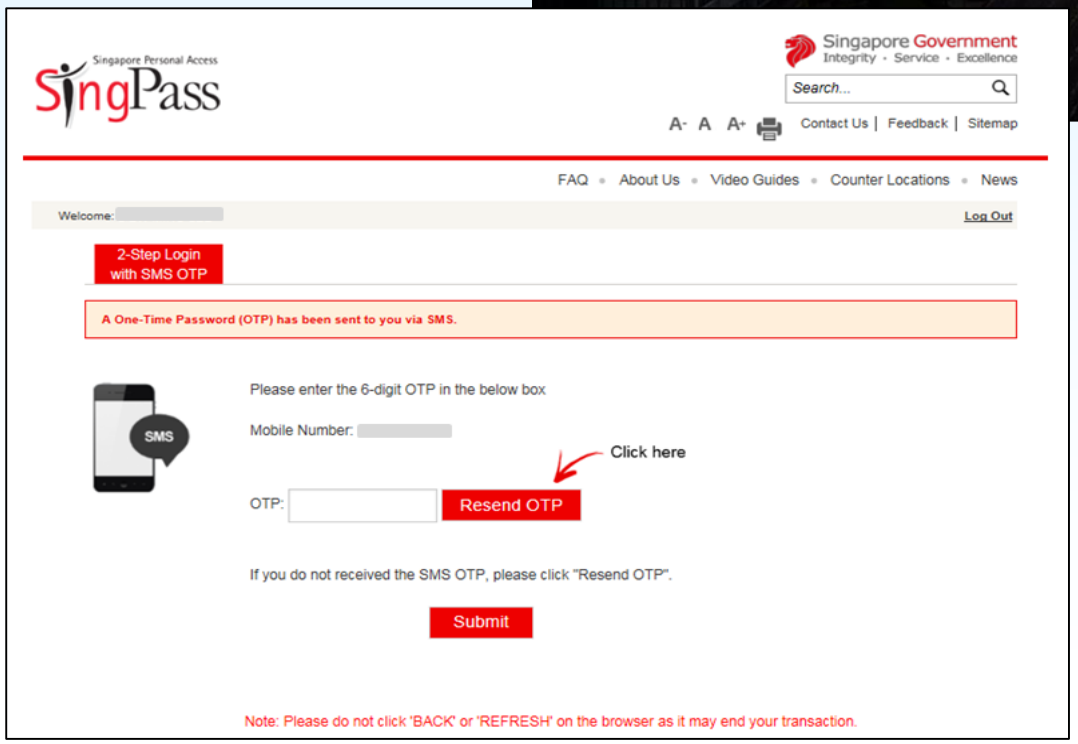
Click the icon "Login here with SingPass"



3:

Enter your SingPass ID and Password

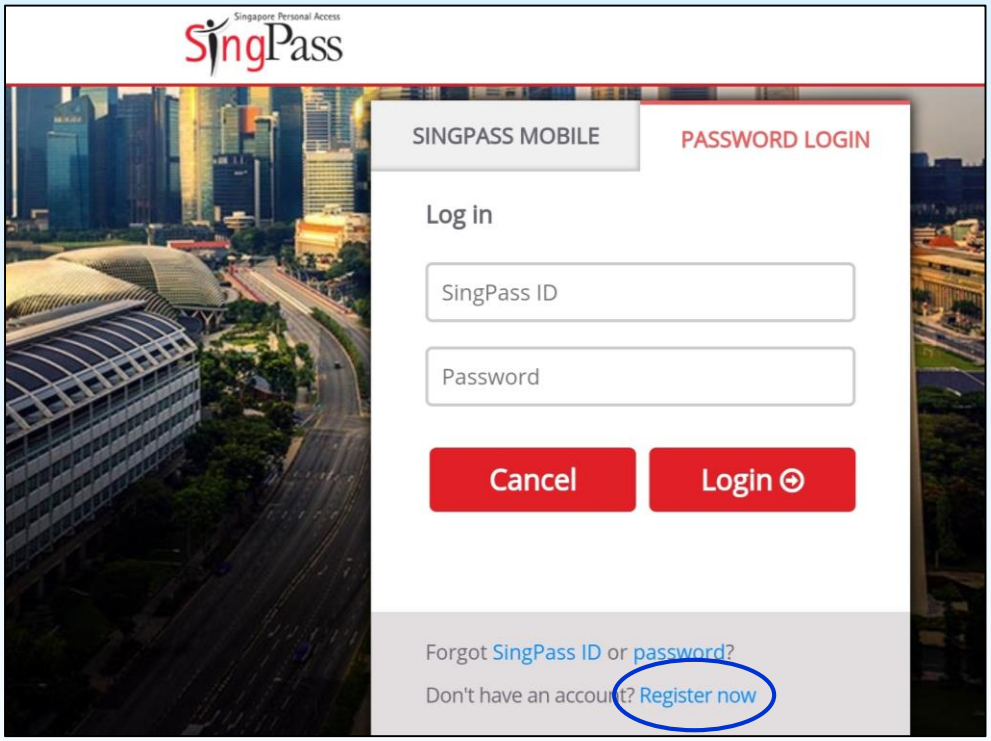


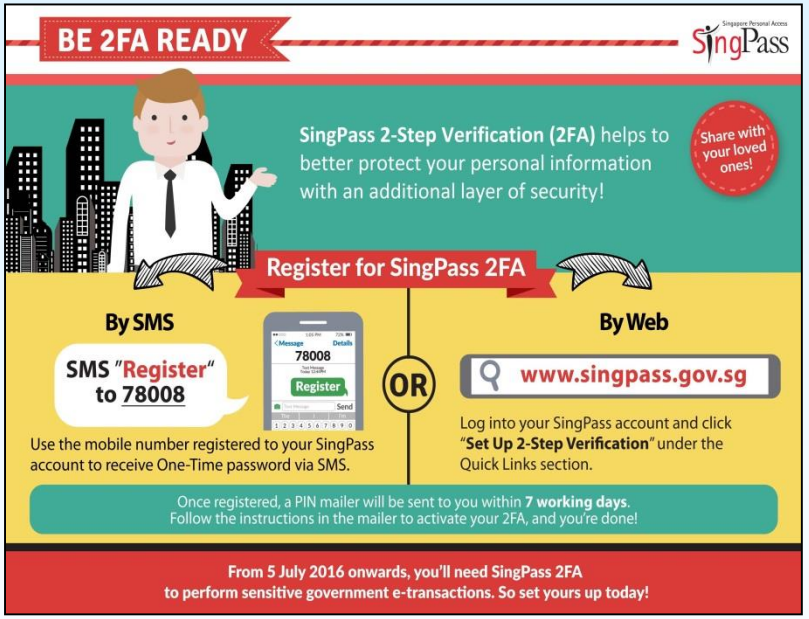


4:

Perform SingPass 2FA verification

Login to SNB Account Via SingPass

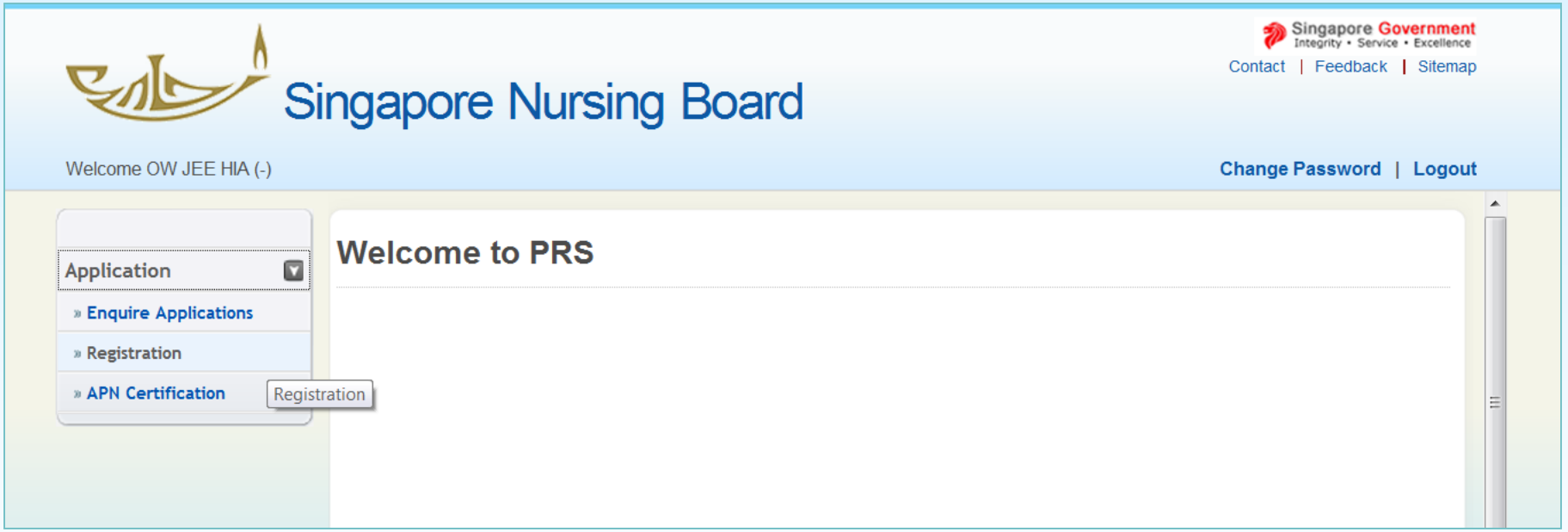




- Foreign RN / EN to apply for SingPass after receiving your workpass. Please visit www.singpass.gov.sg for more details on activating your SingPass login.
- 2FA required

Application For Registration

6) Home Page

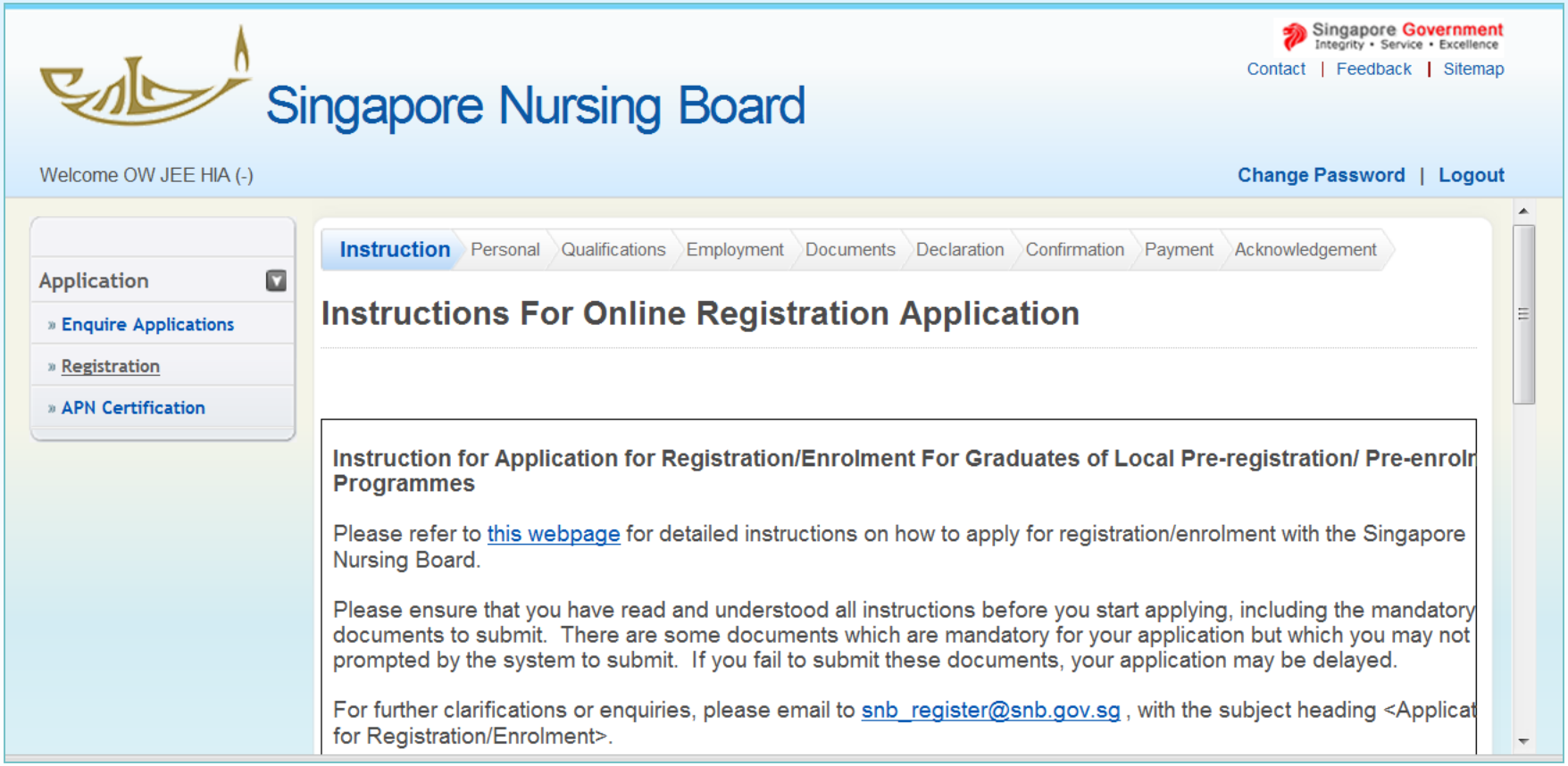


- Select “Registration” when applying for Registration as Enrolled Nurse/Registered Nurse.

- Select “Enquire Application” if checking the status of your application or to retrieve “Draft Application”.

Application For Registration

7) Application is launched. Complete all required questions and submit relevant documents:

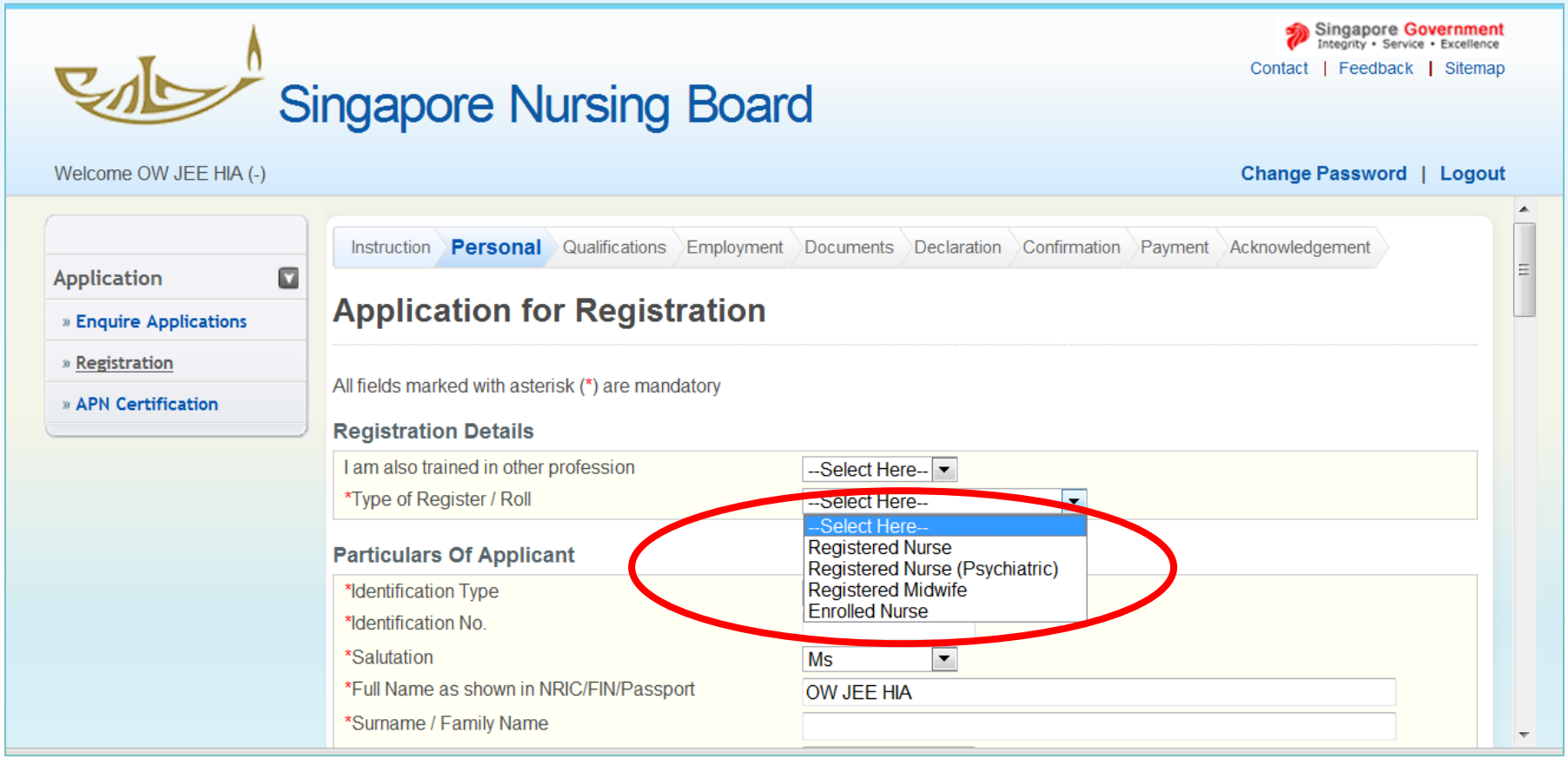


Application For Registration

8) Select the correct Type of Register.

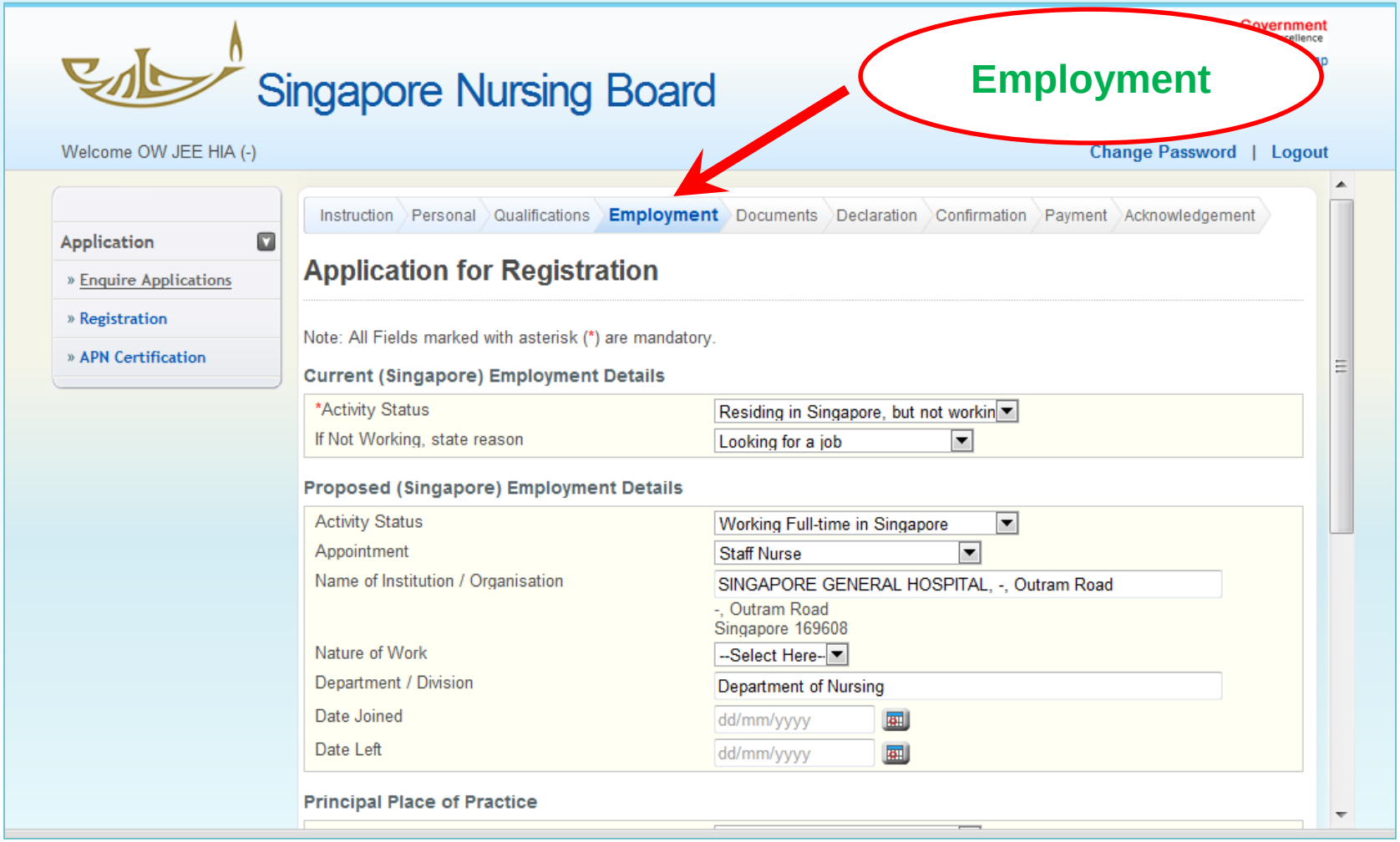
Type of Register : Registered Nurse for NUS, NYP, NP graduates

Type of Register : Enrolled Nurse for ITE graduates



Qualification Details

Employment Details



Completing Your Employment Details

- If you are not working as a nurse, please select "**Residing in Singapore but not working**" and then select your reasons for not working.

- If you have an offer of employment, please provide your prospective employer details in the "**Proposed Employer**" and "**Principal Place of Practice**" sections. Add:
  - Appointment
  - Date Joined (not required)

Submission of Your Documents

Documents Required

a) **<u>Colour-scan copy</u>** of the following original documents:

i) NRIC (front and back)

i) For non-Singaporean/ Singapore PR: Student Pass/Fin No. and Passport is required

ii) Official Transcript of Nursing Education from Education Institution

iii) Training / Graduation certificate (this document can wait till after graduation)

iv) Marriage certificate (if applicable)

Note:

1) ***Required documents must be clear where the entire document (edge to edge) can be seen fully. All pages of the document must be submitted.***

2) ***Each document must be within 1 MB. If size exceed this, please scan this in a lower resolution. Otherwise, you may upload documents separately and to tag each document correctly, eg "Training Transcript-1", "Training Transcript-2" etc.***

Documents Required

b) Passport photograph (must meet requirements)

Requirements

1. *Photographs must be 400 x 514 pixels (less than 1 MB). The following file types are acceptable:*
   - .jpeg
   - .jpg
   - .pdf

2. *Photo background must be white in colour.*

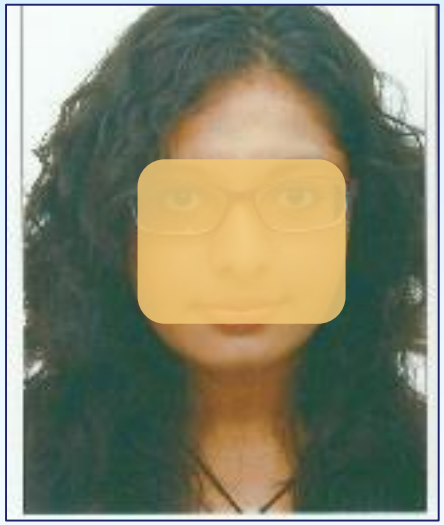
3. *Facial features must be taken at full frontal view (eyes must be looking at the camera.*

4. *Photo must not be distorted.*

5. *Taken within the last 3 months*

Passport photograph – not acceptable

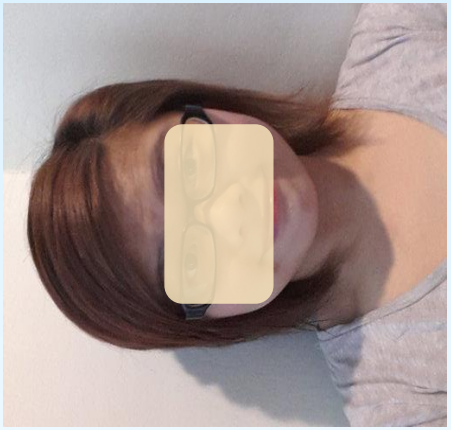
Incomplete photo

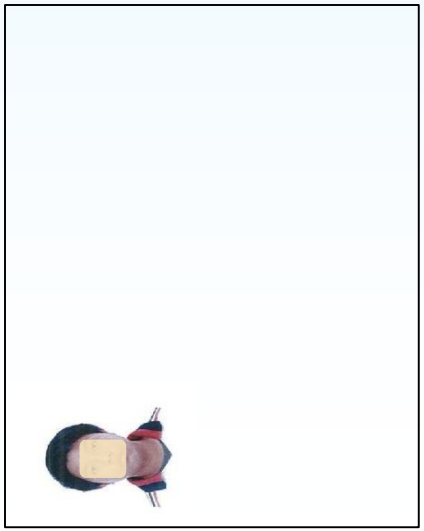


Wrong size

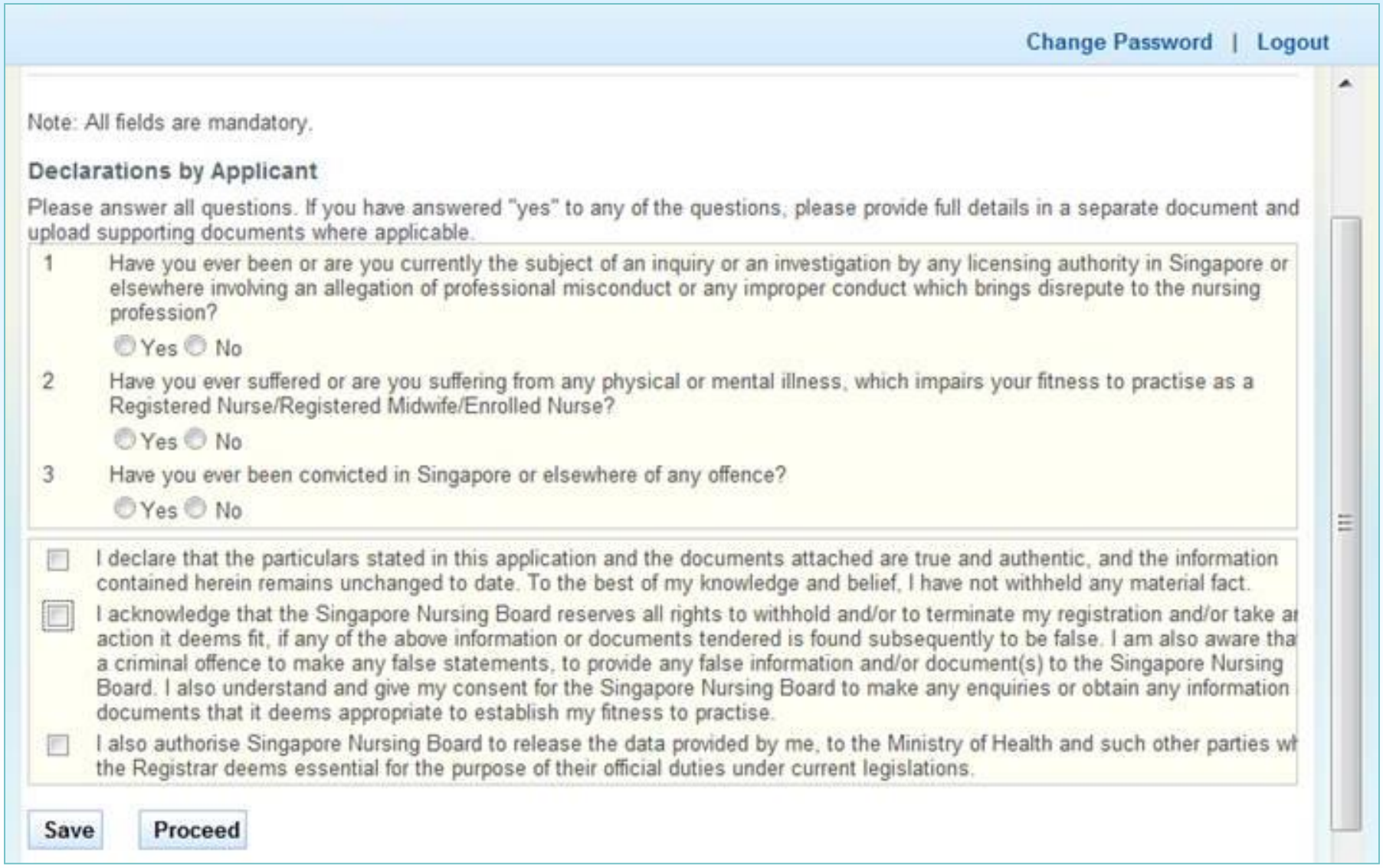
Blur / Not clear

Wrong orientation





DECLARATIONS BY APPLICANT



Singapore Nursing Board

Declaration on BBD / EPP By Applicant

If you are performing EPP , it is MOH's policy that you should know your BBD status due to the risk of transmission during such procedures. All healthcare workers who have been diagnosed with BBD should declare their status to the Boards. Healthcare workers with BBD should not perform EPP.

a) Are you practising any exposure prone procedures (EPP)?

○ No ○ Yes

b) Are you aware that you are a carrier of any blood-borne diseases (BBD) such as Hep B, Hep C or HIV?

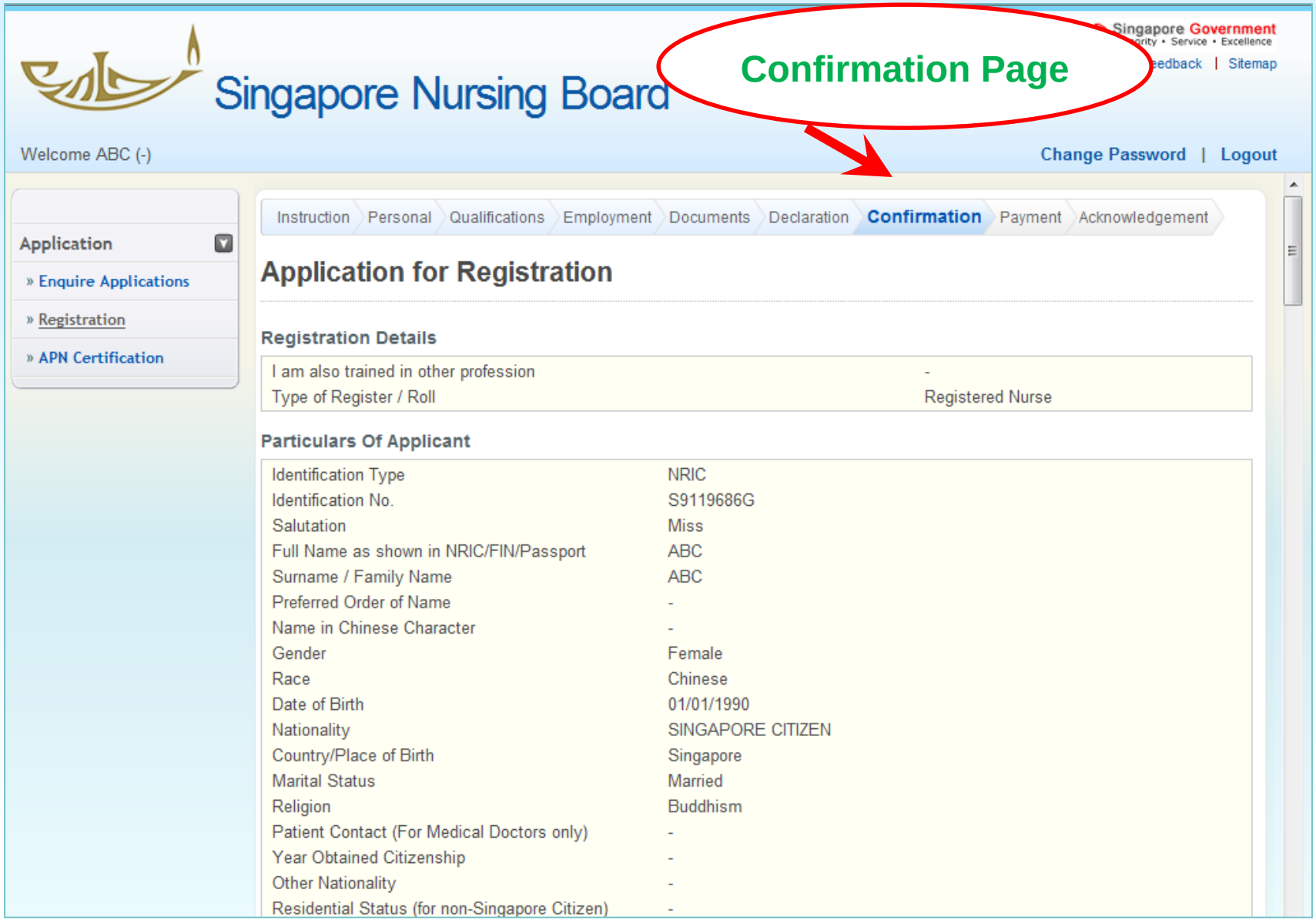
○ No ○ Yes

☑ I declare that I am a carrier of a blood borne disease and hereby acknowledge that I will not perform any exposure-prone procedure in view of my infected status and the possible risk of transmission to my patients. I will also comply with all applicable guidelines pertaining to blood-borne diseases as may be issued by the Ministry of Health[1] and/or other regulatory agencies as well as ensure that I am not placed in any situation where there may be a possible risk of transmission to my patients.

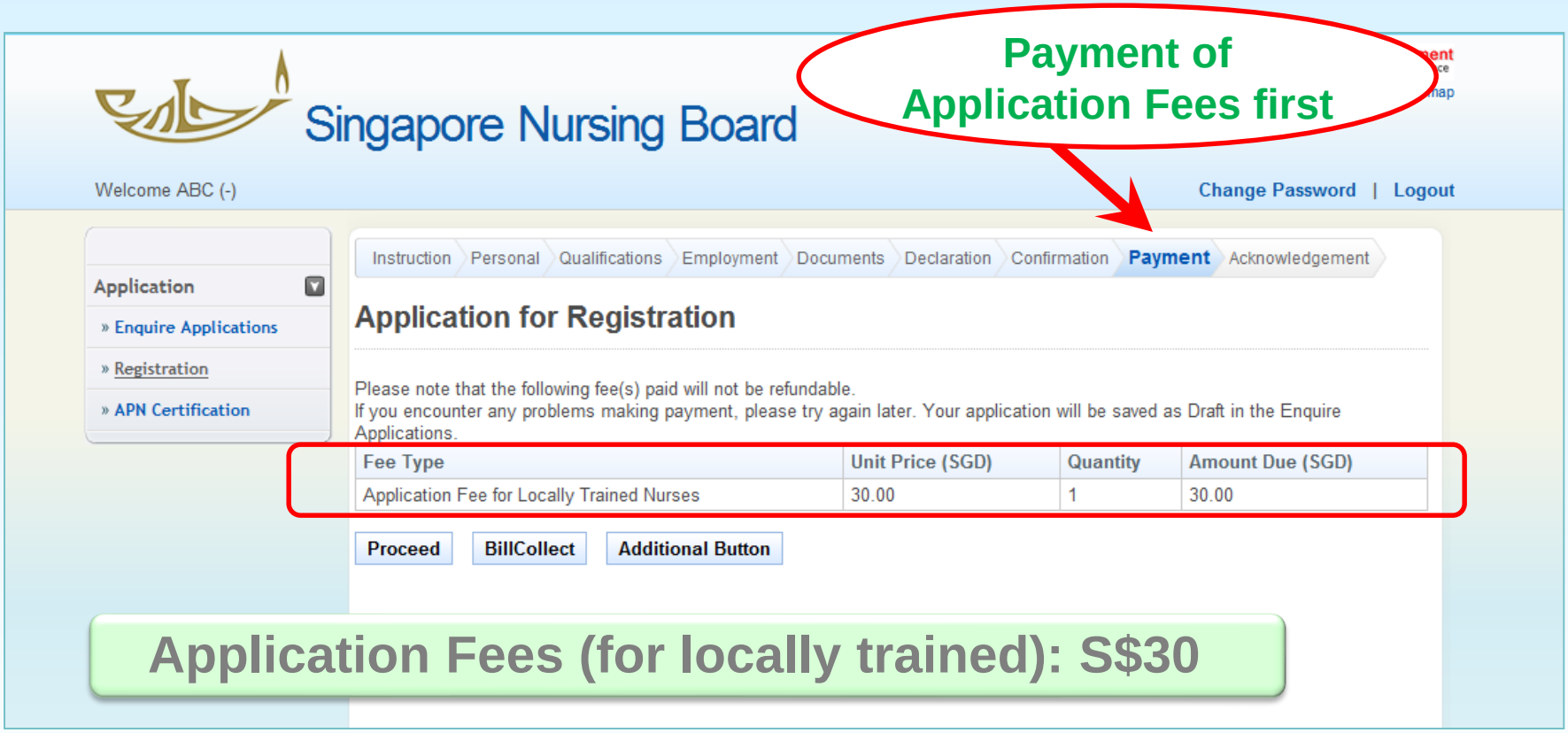
☑ I understand and agree that failing to adhere to the above may result in the cancellation of my registration (on any or all registers) and practising certificate/s with the Singapore Medical Council.

[1] Please refer to "MOH DIRECTIVE ON MANAGEMENT OF HEALTHCARE WORKERS (MEDICAL, DENTAL, NURSING AND PARAMEDIC) WITH HEPATITIS B, HEPATITIS C AND HIV"

Confirmation Page – Confirm your details



Application For Registration



Application Fees (for locally trained): S$30

Acceptable online payment options are:

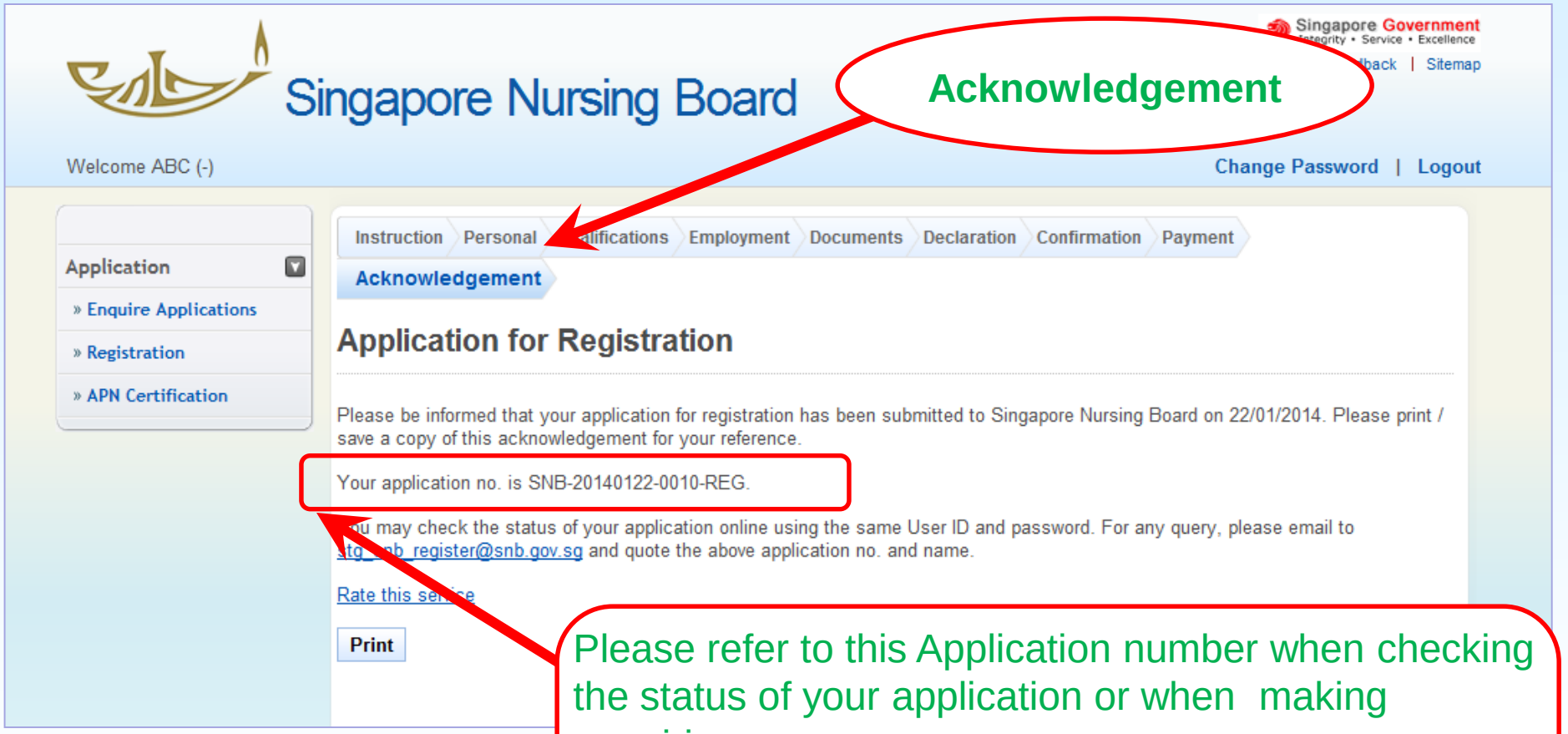
1) eNETS Credit/Debit Card
   - i. Credit Cards (VISA and MasterCard ONLY)
     - *Note: American Express (Amex), Diners Club and JCB Credit Cards are NOT accepted.*
   - ii. Debit Cards (Visa Electron Debit Cards and MasterCard ONLY)
2) eNETS Internet Banking
   - for Participating Banks (DBS, POSB, UOB, OCBC, Citibank ONLY)

TOTAL FEES

		EN	RN
1)	**Application Fee (online payment)**	$30	$30
2)	Enrolment/ Registration Fee*	$30	$30
3)	Practising Certificate (PC) Fee*	$30	$45
	TOTAL	**$90**	**$105**

** Enrolment/ Registration Fee and PC Fee are to be paid only upon approval.*

Application For Registration

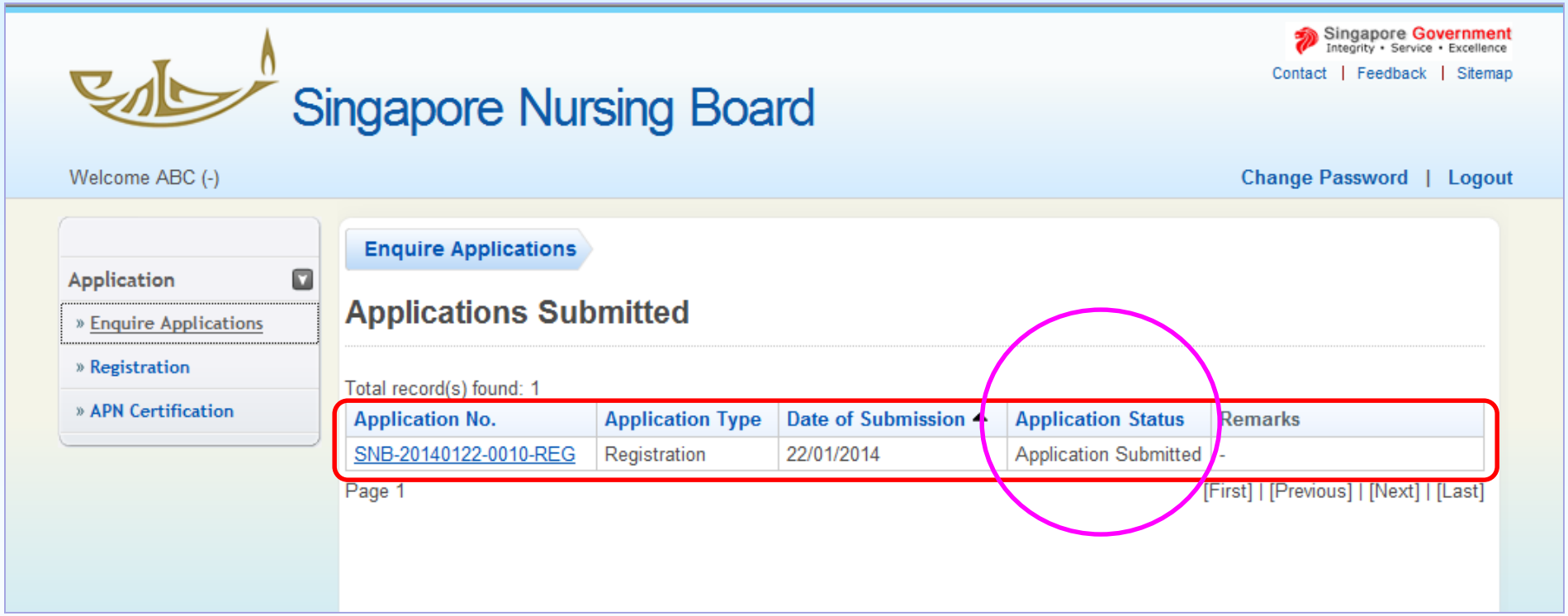


Please refer to this Application number when checking the status of your application or when making enquiries.

For enquiries, you may email snb_register@snb.gov.sg quoting your full name and application number.

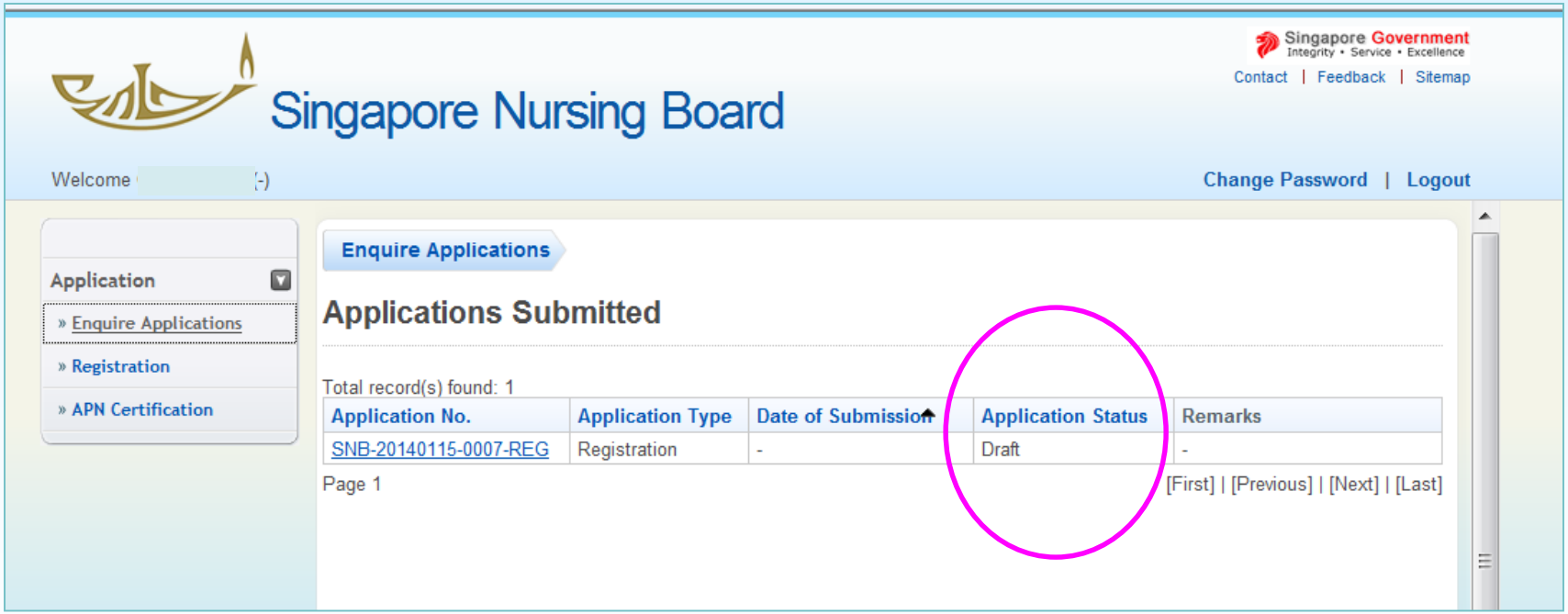
“Enquire Application”

- Select “Enquire Application” if checking the status of your application.



Draft Applications

- Draft applications can be retrieved at any time using the same login ID and password. Draft applications are only available for 30 days.



SNB's contact information

Singapore Nursing Board
81 Kim Keat Road
#08-00 NKF Building
Singapore 328836
www.snb.gov.sg

Email: SNB@spb.gov.sg

Thank You