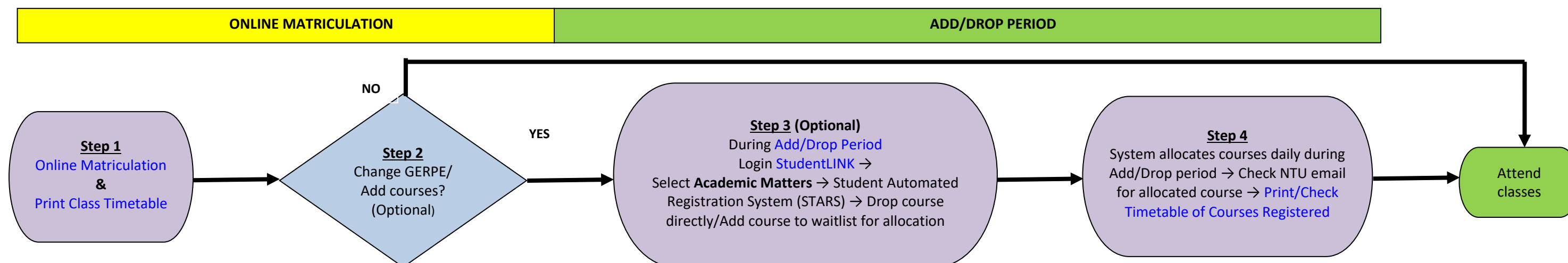


COURSE REGISTRATION FOR FRESHMEN (NEWLY –MATRICULATED STUDENTS)

Courses for the first semester have been pre-registered for you. After you have matriculated, the online matriculation page will direct you to print your class timetable.



- For IT system access problem, contact CITS at servicedesk@ntu.edu.sg or 6790 4357
- If there is no class timetable assigned, contact Office of Academic Services at: regn_course@ntu.edu.sg or 6592 2445/46.

What you need to check:

- Locations of the teaching venues at the [interactive NTU map](#).

Advisory

- The timetable has been carefully planned and assigned, in line with your curriculum requirements. Hence, do remain in your courses and class timings given. However, if you have a GERPE course registered, you may change it.
- Since you are still adjusting to University's life and curriculum demand, please consult your School's [Registration Advisors](#) if you want to register more courses. Seek their assistance on academic matters and course registration.

Advisory: Consult your School's Registration Advisors before adding more course(s) or dropping any course that have been registered for you in Step 1.

What you need to check:

- Your [curriculum structure](#)
- Your balance AU in the [degree audit](#)
- Your School's [registration instructions](#) (Please approach your School's [Registration Advisors](#) on academic matters and registration assistance)
- [Class Schedule / Course Vacancy / Exam Timetable](#)
Note: not all index numbers of the same course are open to you. Refer to Schools' instructions.
- [Course Content](#)
- [User guides](#) for STARS & STARS Planner, [Add/Drop Guide](#)
- Past subscription rates of GERPE/UE in STARS Planner to assess popularity and chances in getting the course
- [Modern Language Guideline](#) (incl Declaration of Proficiency) - You may register for language courses only if you have passed/exempted from QET/English Proficiency course
- [Minor Programmes & requirements](#) (if you wish to do a minor)
- Your current class timetable for planning purpose

What you need to do:

Add courses

- Use [STARS Planner](#) to plan and submit your plan to [STARS](#). Courses will be added to a new waitlist.

Consider electives with shorter waiting list.

Note: STARS will enable you to register/de-register your courses.

STARS Planner is for you to map out your timetable. **The courses that you plan and save in the STARS Planner are not registered until you submit them to STARS successfully.**

- Check your e-mail/ degree audit daily for allocation results
- Maintain courses on your waitlist & drop those that you no longer want

If the chosen index no. is full, the system may allocate other index no. (of the same course) with vacancies.

Drop courses

If you do not wish to take a registered course, drop the course within the Add/Drop period.

Please note that you can access STARS only during add/drop period. If you have problem accessing even with the correct password, please call Office of Academic Services at: 6592 2445/46 or email to regn_course@ntu.edu.sg.

Important Note:

- A student who is still registered for a course after the add/drop period but did not subsequently sit for the exam will be deemed to have read and failed the course. 'F' grade will appear on the student's official transcript.
- Print your final class timetable in **STARS** at the end of add/drop period. **Do NOT** check timetable in NTULearn or STARS Planner
- Attend the right class

Must know: [Academic Unit System Handbook](#), [Overview of Curriculum Structure](#), [Academic Unit Requirement for your Programme](#)

Note: For the subsequent semesters, you have to register your courses on your own through the Student Automated Registration System (STARS). Please refer to the [Step-by-Step Guide for Existing Students](#).