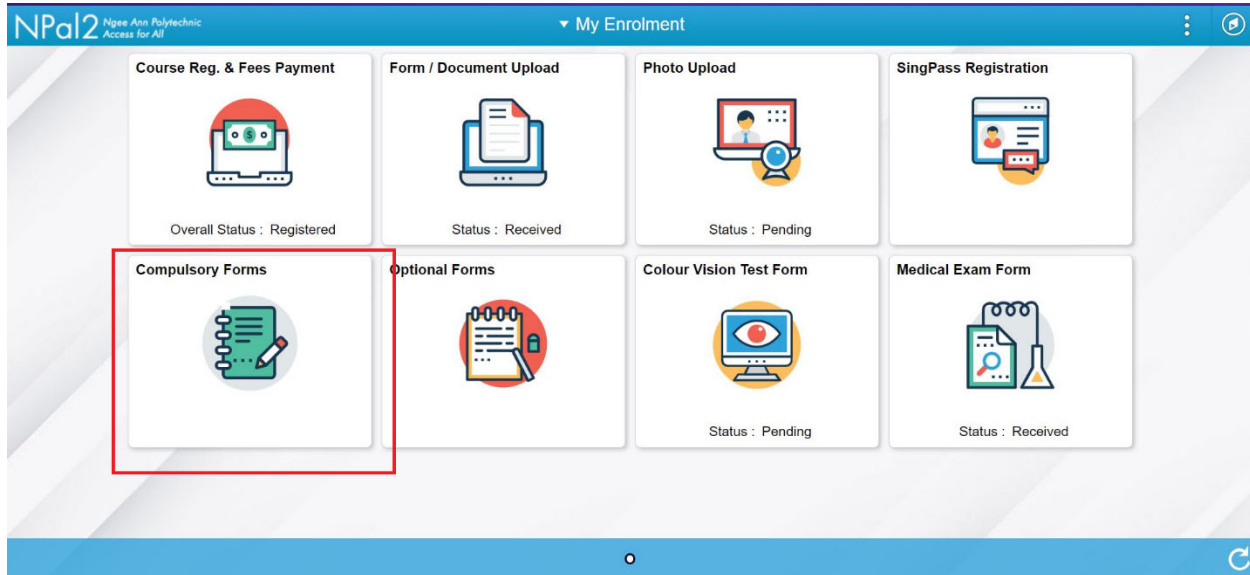


1. NP pays students via PayNow linked to NRIC.
2. Please ensure that your NRIC has been linked to your PayNow account. This can be done via your mobile banking app or bank portal.
3. a) If you are a **new** student enrolling to NP, please start with page 2 of the guide.
b) If you are a **current** student, please start with page 3 of the guide.
4. You will receive an email notification after you have completed all the steps mentioned in this guide. The email notification will be sent to your NP student email address, e.g. (S102XXXXX@np.edu.sg).
5. You may email fin_stupayment@np.edu.sg for any assistance.

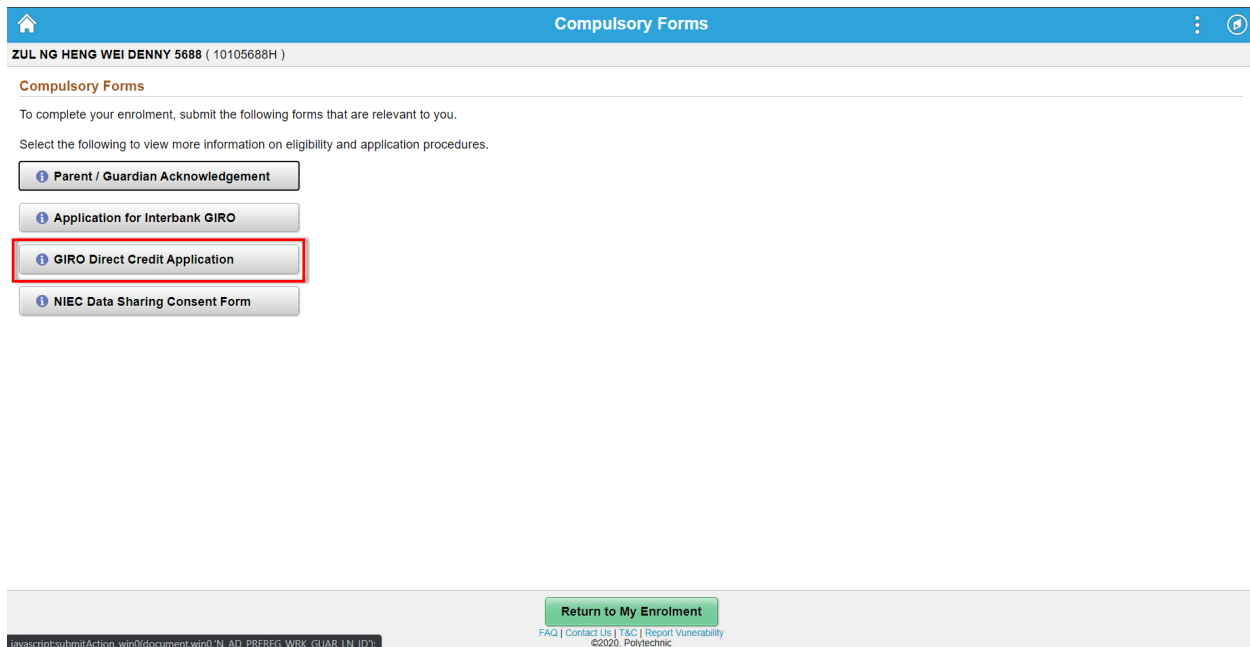
FOR NEW STUDENTS

This page is only available during enrolment period.

1. Log on to eEnrolment Portal. Go to **My Enrolment > Compulsory Forms**



2. Select '**GIRO Direct Credit Application**' under Compulsory Forms.

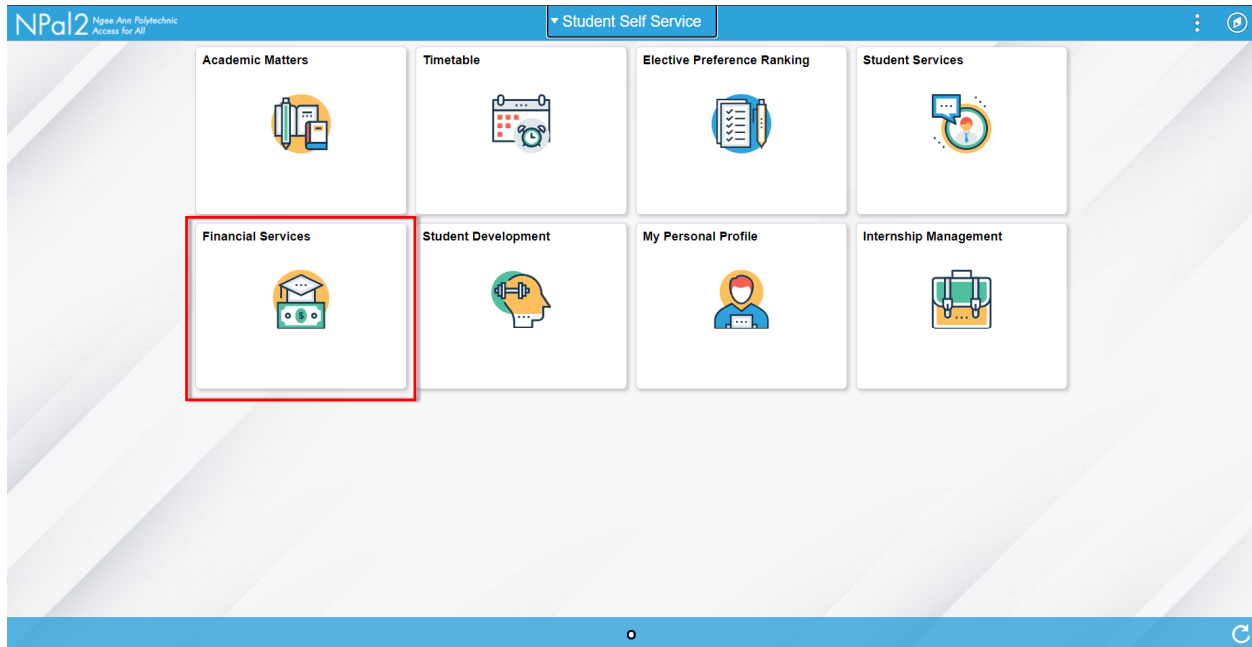


<Proceed to Page 4 – Step 3>

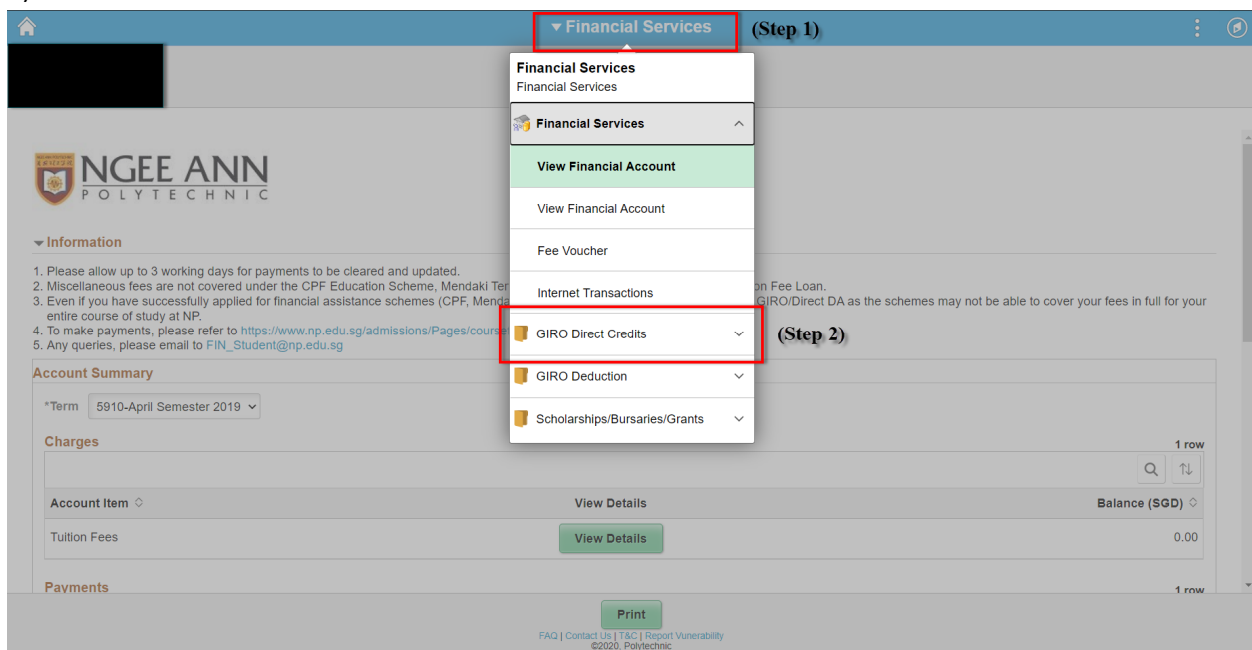
FOR CURRENT STUDENTS

1. Log on to <https://npalstudent.np.edu.sg>
2. Go to **Student Self Service > Financial Services > Financial Services > GIRO Direct Credits > GIRO Direct Credit Application**

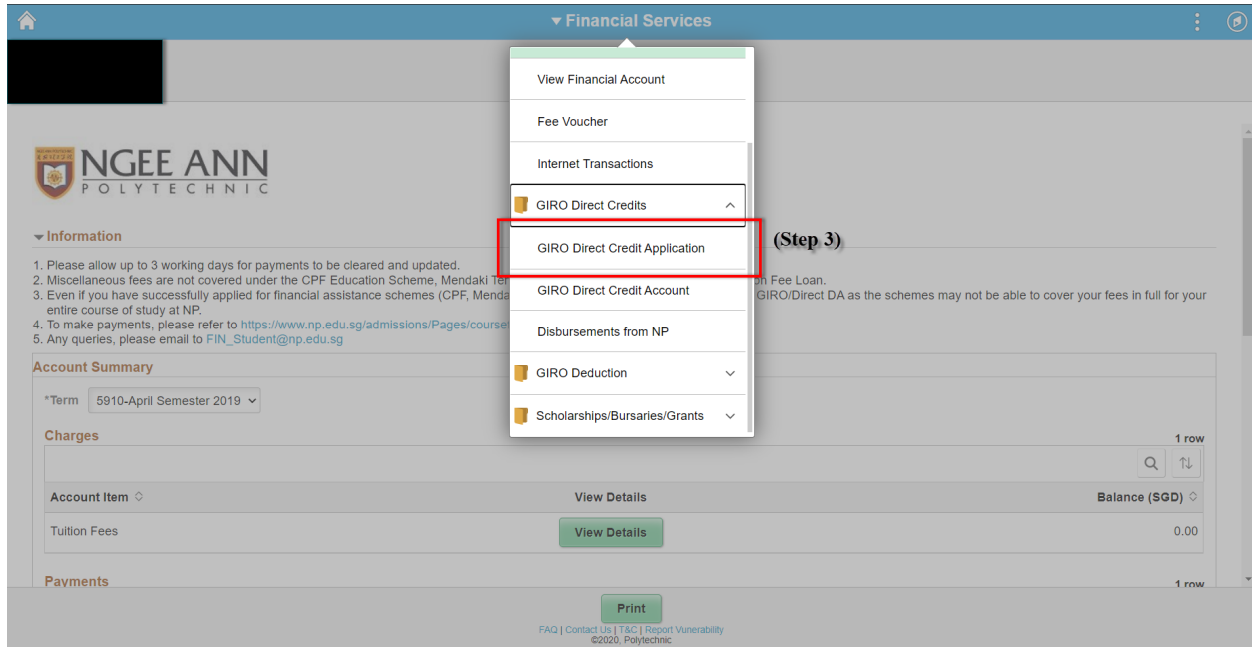
a)



b)



c)



3. Please read the six important points below.

GIRO Direct Credit Application

Instructions

IMPORTANT:

- GIRO Direct Credit Account will be used for disbursement of payments (e.g. Student Claims, Bursaries, Allowances, Refunds) to students.
- Please ensure that the **PayNow** account is linked to **student's NRIC** so as to avoid rejection from bank.
- Ngee Ann Polytechnic will not deduct any fees from this account.
- Please maintain this account during your studies in Ngee Ann Polytechnic.
- To check the payment status, log in to NPAL (<https://npalstudent.np.edu.sg>), click:
 - [Student Self Service > Financial Services > GIRO Direct Credits > Disbursements from NP] or
 - [Student Self Service > Financial Services > View Financial Account]
- If you require assistance on the GIRO Direct Credit Application, please email to us at fin_stupayment@np.edu.sg

Paynow Details

Account Holder's Name

National ID (Paynow)

Account Holder's Contact

Account Holder's Email Address

I acknowledge that my PayNow account is linked to my NRIC (student) and understand that failure to do so may result in delay of my disbursements.

Submit

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- Information under “Paynow details” are populated from student profile. If the information is incorrect, please update them via student profile before submitting GIRO Direct Credit Application.

Financial Services

GIRO Direct Credit Application

Instructions

IMPORTANT:

- GIRO Direct Credit Account will be used for disbursement of payments (e.g. Student Claims, Bursaries, Allowances, Refunds) to students.
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 - [Student Self Service > Financial Services > GIRO Direct Credits > Disbursements from NP] or
 - [Student Self Service > Financial Services > View Financial Account]
- If you require assistance on the GIRO Direct Credit Application, please email to us at fin_stupayment@no.edu.sg

Paynow Details

Account Holder's Name [Redacted]
National ID (Paynow) [Redacted]
Account Holder's Contact [Redacted]
Account Holder's Email Address [Redacted]

I acknowledge that my PayNow account is linked to my NRIC (student) and understand that failure to do so may result in delay of my disbursements.

Submit

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- Ensure that PayNow account have been successfully linked to NRIC before acknowledging. Failure to link to NRIC may result in delay in disbursement due to bank rejections.

Financial Services

GIRO Direct Credit Application

Instructions

IMPORTANT:

- GIRO Direct Credit Account will be used for disbursement of payments (e.g. Student Claims, Bursaries, Allowances, Refunds) to students.
- Please ensure that the **PayNow** account is linked to **student's NRIC** so as to avoid rejection from bank.
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Paynow Details

Account Holder's Name [Redacted]
National ID (Paynow) [Redacted]
Account Holder's Contact [Redacted]
Account Holder's Email Address [Redacted]

I acknowledge that my PayNow account is linked to my NRIC (student) and understand that failure to do so may result in delay of my disbursements.

Submit

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6. Click **“Submit”** after confirming student details and acknowledgement.

7. You will see the following page upon successful submission.

8. Click on **“GIRO Direct Credit Account”** if you wish to view the current payment mode maintained with NP.

