



SUPPLEMENTARY ADMISSIONS EXERCISE FOR INTERNATIONAL STUDENTS (S-AEIS)

USER GUIDE ON ACCOUNT CREATION



IMPORTANT NOTES

1. SEAB's Candidates Portal (CP) is a self-help portal for International Students (IS) to keep track of their registration status and to receive test-related documents and notices in preparation to sit for the 2025 S-AEIS.
2. All applicants **must first create an individual account in CP** using their full personal particulars before they are able to register for the 2025 S-AEIS. They should provide the following information for account creation:
 - a. Applicant's personal particulars (e.g., passport number, Foreign Identification Number (FIN))
 - b. A **valid e-mail address** (This email is required for 2FA.)
 - c. Local or Overseas contact number of self and Next-of-Kin.
3. Upon a successful account creation, applicants will receive an email with the Account Username and instructions for login. Applicants are to set the password to complete the account creation process. **The Username is unique to the specific applicant and cannot be changed.**
4. Account creation does not guarantee a place in the 2025 S-AEIS. However, **applicants' personal details** provided in account creation will be used for registration for the 2025 S-AEIS and **should not be amended.**
5. Each applicant can only create ONE account. **When multiple accounts of the same person are detected by the system, the applicant will not be able to enter the registration phase** to secure a place for the 2025 S-AEIS when registration commences on 8 January 2025.



Instructions to create an account

1. Use a **valid personal email address** to complete the following steps to create an account.
2. Access the Candidates Portal via <https://myexams.seab.gov.sg/auth/login>
3. From the Candidates Portal login page, click on **Create an Account** to setup an account.

The screenshot shows the SEAB (Singapore Examinations and Assessment Board) login page. At the top left is the SEAB logo and name. The main heading is "Log in to Candidates Portal". Below this are two login options: "Log in with Singpass" (a red button) and "Log in with MIMS (For MOE users)" (a white button). Below these is an "OR" separator. A note states: "For non-Singpass or non-MIMS holder, please log in using an existing account". There are two input fields: "Username" and "Password". Below the input fields are two buttons: "Login" (a dark blue button) and "Create an Account" (a white button with a blue border). A red box highlights the "Create an Account" button, and a blue arrow points from it to a text box that says "Click on Create an Account." At the bottom left are four links: "Forgot Username", "Forgot Password", "Activate Account", and "Unlock Account". At the bottom right is an illustration of two people sitting at a desk with a laptop, one holding a large yellow circle and the other holding a folder, with a blue paper airplane flying above them.



How to fill in your particulars in the required fields.

Login > Create Account

Create Account

Profile Details

Fill in the basic details
under **Profile Details**.

To verify that the candidate is eligible to create an account, please fill in the fields below and click on "Verify Candidate".

Name (As in passport/ID) *

Enter candidate name

ID Type *

Select 'NRIC/FIN' only if you are a Singapore Citizen or Singapore Permanent Resident. Otherwise, select 'Passport No.'

All AEIS and S-AEIS applicants must select 'Passport No.'

NRIC/FIN/Passport No. *

Select ID type

Enter NRIC/FIN/Passport No.

Date of Birth *

Enter date of birth



School *

Please select 'Private Individual' if you do not belong to any school in the list below or currently studying in tertiary institution (e.g. Poly, University). You must NOT register as a private candidate if your school (e.g. ITE, Madrasah, etc) is registering on your behalf.

Select school

Verify Candidate

Click **Verify Candidate** for eligibility check
before filling in the rest of the particulars.

Please fill up the rest of the fields to complete account creation.

Personal Particulars

Sex *

Select sex

Race *

Select race

Nationality *

Select nationality

PR Status *

Select PR status

Citizenship Type *

Select citizenship

If **eligible**, fill in the remaining
details, Contact Information and
Next-of-Kin Details.

Contact Information

Next-of-kin Details

Cancel

Create Account



All applicants are required to update their residential addresses to ensure that they remain contactable.

^ Contact Information

Email Address *

Enter email address

Re-enter Email Address *

Re-enter email address

Mobile No. *

Select country code

Enter mobile no.

Set as preferred contact

Phone No.

Select country code

Enter phone no.

Set as preferred contact

ⓘ Address Guidelines

- Enter **Postal Code** and click **"Get Address"** to automatically populate the House/Block Number and Street Number. Then, proceed to enter the Floor and Unit Numbers, if applicable.
- **House/Block No.** first character must be **number**.
- **Street Name** first character must be **alphabet letter**.

Mailing Address (for addresses in Singapore) *

N.A.

N.A.

N.A.

Optional

- Optional

Singapore 000000

Get Address

Set as preferred address

Foreign Address

Foreign Address cannot be the same as Residential Address

Address Line 1

Address Line 2

Address Line 3

Set as preferred address

If you do not have a Singapore residential address, please enter the following:

Postal Code: '000000'

Click on 'Get Address'

^ Next-of-kin Details

Name (As in passport/ID) *

Enter next-of-kin name

Relationship to Candidate *

Select relationship to candidate

Emergency Contact No. *

Select country code

Enter emergency contact no.


Click Create Account.

Cancel

Create Account



Once your account is created, an email will be sent to your **valid personal email address** with the Account Username and instructions to set your password. Please check your spam folder if you do not receive the email. **This is the Username for all subsequent logins.**

 Singapore Examinations and Assessment Board

An Account Has Been Created in Candidates Portal For You

Dear test,

Your account has been created in the Candidates Portal
The Username provided below is for your access to the portal.
Username: **gypd1929**

Please click on the button below to set your password to complete the account creation process.

Set Password → **Click Set Password.**

If you require any clarification, please contact us via this [link](#).

Open the email that was sent to you and click on **Set Password** to set a password for your account. **The system-generated Username cannot be changed.**



After setting your password, you can now sign in using your system-generated Username and Password you have set.

Log in to Candidates Portal

Log in with Singpass

Log in with MIMS (For MOE users)

OR

For non-Singpass or non-MIMS holder, please log in using an existing account

Username

Username

Password

Password

Login Create an Account

Sign in to your account.

Once you have signed in, the next screen will prompt you to enter the One-Time Password (OTP) sent via Email or SMS (only for Singapore-registered mobile number). Click **Submit** after keying in the OTP in the required field.

One-Time Password

Email

SMS

Enter the 6-digit One-Time Password (OTP) sent to your email tes****@hotmail.com.

OTP

Submit

Click Submit.

If you do not receive an OTP on your mailbox within 00:25 , please click on the 'Resend OTP' button here

Resend OTP



The registration period for 2025 S-AEIS tests is as follows:

Exercise	Registration Period
S-AEIS	Primary Level: 8 January 2025 at 9.00 a.m. SGT to 14 January 2025 at 12 noon SGT Secondary Level 9 January 2025 at 9.00 a.m. SGT to 15 January 2025 at 12 noon SGT

IS with a verified CP account will be able to see the S-AEIS registration site open when signing in during the above registration period to complete their application and payment in CP.

Important Note:

Registration may close early when all vacancies for the admissions tests are filled. **All fields are mandatory. Incomplete forms and forms with inaccurate information will be void, resulting in an ineligible status of your registration.**

International Students will not be able to sit for GCE/PSLE/iPSLE and AEIS/S-AEIS in the same exam year.

Useful Contact:

For technical assistance, please raise a case using the online form through SEAB's website (under About Us → Contact Us → Message Us → Non-National Examinations). You may email SEAB at [SEAB AEIS S-AEIS@seab.gov.sg](mailto:SEAB_AEIS_S-AEIS@seab.gov.sg)

S-AEIS Primary Journey Map

Important Dates



1

8 January 2025

S-AEIS Primary Registration Opens

CP will open S-AEIS registration site from 9.00 a.m. SGT onwards



2

14 January 2025

S-AEIS Primary Registration Closes

CP will close the S-AEIS registration site at 12 noon SGT

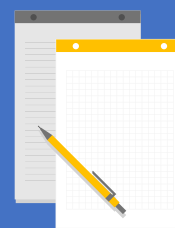


3

12 & 13 March 2025

S-AEIS Tests (Primary levels)

Eligible candidates will sit for a Mathematics test



4

April 2025

Result Release by MOE Portal

Please contact MOE on school posting matters



For more information, please visit MOE's website at www.moe.gov.sg/international-students/s-aeis or contact MOE Customer Service Centre at +65 6872 2220.

S-AEIS Secondary Journey Map

Important Dates



1

9 January 2025

S-AEIS Secondary Registration Opens

CP will open S-AEIS registration site from 9.00 a.m. SGT onwards



2

15 January 2025

S-AEIS Secondary Registration Closes

CP will close the S-AEIS registration site at 12 noon SGT



3

10 & 11 March 2025

S-AEIS Tests (Secondary levels)

Eligible candidates will sit for an English Language test and a Mathematics test



4

April 2025

Result Release by MOE Portal

Please contact MOE on school posting matters



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