

JAE INTERNET SYSTEM (JAE-IS) USER GUIDE

Table of Contents

1	Introduction.....	2
1.1	Joint Admissions Exercise (JAE)	2
1.2	JAE Internet System (JAE-IS)	2
2	What you need for JAE application	2
2.1	For students with 2023 GCE O-Level examination results:	2
2.2	For Singapore Citizens/Singapore Permanent Residents who have other years of GCE O-Level examination results (2022 and earlier):.....	2
3	How to apply for courses using the JAE Internet System (JAE-IS)	3
3.1	Login Page	3
3.2	Download Form A Page.....	4
3.3	Personal Particulars Page	5
3.4	Course Registration Page (<i>with single year exam results</i>)	6
3.5	Course Registration Page (<i>with combined years exam results</i>).....	7
3.6	Verify Information Page	8
3.7	Verification Slip Page.....	9
3.8	Applicants Eligible for Elective Programmes Offered in Selected Junior Colleges.....	10
4	How to amend JAE application.....	12
4.1	Verification Slip Page for Amendment	12
5	How to View Posting Results	13
5.1	Posting Results Page	13
	ANNEX A: JAE-IS System Requirements	14

1 Introduction

1.1 Joint Admissions Exercise (JAE)

The Joint Admissions Exercise (JAE) is conducted annually by the Ministry of Education (MOE) to allow holders of Singapore-Cambridge GCE O-Level certificate to apply for admission to courses offered by junior colleges (JC), the Millennia Institute (MI), polytechnics and the Institute of Technical Education (ITE).

For more information, please refer to the JAE website at www.moe.gov.sg/jae.

1.2 JAE Internet System (JAE-IS)

Applications for courses under the JAE should be submitted online through the JAE Internet System (JAE-IS). The JAE-IS is accessible through the JAE website.

The JAE-IS allows candidates to apply for courses under the JAE and view the results of their application through JAE-IS, when it is available.

Please refer to Annex A of this document on the system requirements.

2 What you need for JAE application

2.1 For students with 2023 GCE O-Level examination results:

You will need the following before applying online:

- Form A
- Singpass to log in to JAE-IS
- Completed JAE worksheet (download a copy of the template from www.moe.gov.sg/jaeworksheet)

2.2 For Singapore Citizens/Singapore Permanent Residents who have other years of GCE O-Level examination results (2022 and earlier):

You will need the following before applying online:

- Singpass to log in to JAE-IS and submit a request to compute your eligible courses based on your O-Level results
- Completed course application worksheet (download a copy of the template from www.moe.gov.sg/jaeworksheet)

If you are unable to apply via JAE-IS, you may seek assistance through the <[JAE Request Form](#)> during the JAE application period.

3 How to apply for courses using the JAE Internet System (JAE-IS)

3.1 Login Page

3.1.1 During the JAE application period, JAE-IS can be accessed via the JAE website at www.moe.gov.sg/jae.

3.1.2 The JAE-IS **Login Page** is shown in Screenshot 1.

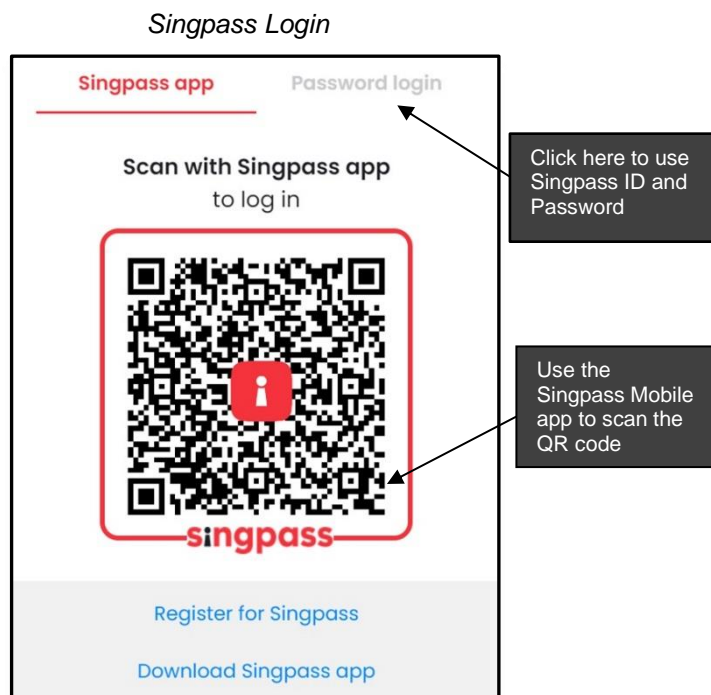
3.1.3 Log in using **Singpass**. You can

(a) use **Singpass Mobile app** to scan the **QR code** and authenticate with your fingerprint, face scan enabled by Singpass Face Verification or 6-digit passcode.

or

(b) enter your **Singpass ID and Password** on a desktop or mobile web browser, followed by a face scan enabled by Singpass Face Verification, or keying in an SMS One-Time Password (OTP).

Screenshot 1 : JAE Internet System (JAE-IS) Login Page



IMPORTANT NOTE

- You are strongly advised to complete each page within 15 minutes, as the system will “time-out” after 15 minutes.
- You must click on the **<Submit>** button at the bottom of the **Verify Information Page** (refer to Screenshot 6) to complete the application. **If not, your application is considered incomplete and cannot be processed.**
- The application is considered successfully submitted only when the **Verification Slip Page** appears (refer to Screenshot 7) after clicking the **<Submit>** button.
- You will receive the verification slip through the email address you provided during the JAE application. You can also save or print a copy of the verification slip as proof of your course application.


3.2 Download Form A Page

- 3.2.1 Refer to Screenshot 2 for the **Download Form A Page**.
- 3.2.2 Click the **<Download>** button to save a copy of the Form A for reference.
- 3.2.3 Click the **<Logout>** button after downloading your Form A if you need time to shortlist your course choices. (You will be automatically logged out from the system after 5 minutes on this page.) You can return in a later session within the application period and click the **<Next>** button to proceed with your application.

Screenshot 2 : Download Form A Page

XXXX Joint Admissions Exercise

Notice:
Please download and save a copy of the Form A for reference.


Ministry of Education
SINGAPORE

NRIC/ FIN: TXXXXXXC

Name of Student: NAME OF TXXXXXXC

Click the **[Download]** button below to save and view your Form A, which contains the courses that you are eligible for. You may shortlist and indicate your course choices in the JAE worksheet (www.moe.gov.sg/jaeworksheet) first before submitting online.

As you may take some time to shortlist your course choices, you may wish to log out after downloading your Form A, and return in a later session within the registration period to submit your course choices by clicking on the **[Next]** button.

Download **Next** **Logout**

Click **<Download>** to save a copy of your Form A.

Click **<Next>** to proceed with the application.

Click **<Logout>** to exit from JAE-IS.

3.3 Personal Particulars Page

- 3.3.1 Refer to Screenshot 3 for the **Personal Particulars Page**.
- 3.3.2 If your contact details are available in MyInfo, the information is pre-filled for you. Check that your personal particulars are correct and make changes, where applicable.
- 3.3.3 Provide a valid Singapore mobile number in the **Mobile Number field** (refer to Screenshot 3) to receive JAE posting results via Short Message Service (SMS).
- 3.3.4 Re-type the same Singapore mobile number for validation in the **Confirm Mobile Number field** (refer to Screenshot 3).
- 3.3.5 Provide a valid email address in the **Email Address field** (refer to Screenshot 3) to receive the verification slip after submission.
- 3.3.6 Re-type the same email address for validation in the **Confirm Email Address field** (refer to Screenshot 3).
- 3.3.7 Click on the **<Next>** button to get to the next page.

Screenshot 3 : Personal Particulars Page

1. Personal Particulars 2. Course Registration 3. Verify Information 4. Verification Slip

Notice:
1. Please consider your choices carefully before submitting the application online and make full use of the 12 choices, where applicable.
2. You have 15 minutes to complete each page. After which, you will be automatically logged out from the system and any details entered will not be saved.
3. If your contact details are available in MyInfo, the information is pre-filled for you below.

Personal Particulars

Section A: Personal Particulars
Please check your personal particulars below and update where necessary.
*Fields marked with * are compulsory.*

NRIC/FIN: TXXXXXXC Name: NAME OF TXXXXXXC

Mobile No. *: 99999999 (Your posting results will be sent via SMS to this Mobile No.)

Confirm Mobile No. *: 99999999 (Re-type Mobile No. "Copy and paste" function is disabled)

Contact No. *: 61234567

Email Address *: abc@abc.com.sg (Your verification slip will be sent to this email address.)

Confirm Email Address *: abc@abc.com.sg (Re-type email address. "Copy and paste" function is disabled)

Check your personal particulars (Mobile No., Contact No. and Email address) and update as necessary.

Click <Next> to proceed with the application.

Next Discard Changes and Logout

3.4 Course Registration Page (with single year exam results)

- 3.4.1 Refer to Screenshot 4 for the **Course Registration Page** (with single year exam results).
- 3.4.2 You can indicate a maximum of 12 courses in the application. The JAE-IS accepts only valid course codes that you are eligible for. Refer to your Form A for the list of eligible courses.
- 3.4.3 Enter the choices in order of your preference when submitting the application. **There is no guarantee that you will be granted a place in one of the courses applied for.**
- 3.4.4 Click on the **<Next>** button to get to the next page.

Screenshot 4 : Course Registration Page (with single year exam results)

1. ✓ Personal Particulars **2. Course Registration** 3. Verify Information 4. Registration Completed

Notice:

- 1. Please consider your choices carefully before submitting the application online and make full use of the 12 choices, where applicable.
- 2. You have 15 minutes to complete each page. After which, you will be automatically logged out from the system and any details entered will not be saved.
- 3. If your contact details are available in MyInfo, the information is pre-filled for you below.

Course Registration

Section B: Choice of Courses

Year of Exam Sitting(s): You are currently using your results from XXXX GCE O-Level exam sitting.
CCA: Excellent

Note: You are only allowed to specify courses that you are eligible for, up to a maximum of 12 courses.
Fields marked with * are compulsory.

Choice Order	Course Code	Course Name	Institution Name
1st *	32S	SCIENCE	TEMASEK JUNIOR COLLEGE
2nd :	26S	SCIENCE	NANYANG JUNIOR COLLEGE
3rd :	26A	ARTS	NANYANG JUNIOR COLLEGE
4th :	24A	ARTS	HWA CHONG INSTITUTION
5th :	51I	INTERNATIONAL BACCALAUREATE	ANGLO-CHINESE SCHOOL (INDEPENDENT)
6th :	43S	SCIENCE	MILLENNIA INSTITUTE
7th :	N57	LANDSCAPE DESIGN & HORTICULTURE	NGEE ANN POLYTECHNIC
8th :	C38	ARCHITECTURE	NANYANG POLYTECHNIC
9th :	T20	APPAREL DESIGN & MERCHANDISING	TEMASEK POLYTECHNIC
10th :	S75	ACCOUNTANCY	SINGAPORE POLYTECHNIC
11th :	V40	EVENT MANAGEMENT	ITE COLLEGE CENTRAL
12th :	V35	MECHANICAL ENGINEERING	ITE COLLEGE EAST

Enter your choice of courses according to your preference.

Click <Next> to proceed with the application.

Next **Back** **Discard Changes and Logout**

3.5 Course Registration Page (with combined years exam results)

- 3.5.1 Refer to Screenshot 5 for the **Course Registration Page** (with combined years exam results).
- 3.5.2 Select the Exam Sitzings of the combined years exam results you wish to use for your course registration. When combining the exam results of any 2 years, the better grade of the same subject taken in both years will be used to compute the aggregate scores and course eligibility. As such, you will not be able to select the single year results.
- 3.5.3 Indicate a maximum of 12 courses in the application. The JAE-IS accepts only valid course codes that you are eligible for.
- 3.5.4 Enter the choices in order of your preference when submitting the application. **There is no guarantee that you will be granted a place in one of the courses applied for.**
- 3.5.5 Click on the **<Next>** button to get to the next page.

Screenshot 5 : Course Registration Page (with combined years exam results)

1. Personal Particulars **2. Course Registration** 3. Verify Information 4. Verification Slip

Notice:
1. Please consider your choices carefully before submitting the application online and make full use of the 12 choices, where applicable.
2. You have 15 minutes to complete each page. After which, you will be automatically logged out from the system and any details entered will not be saved.
3. If your contact details are available in MyInfo, the information is pre-filled for you below.

Course Registration

Section B: Choice of Courses

Year of Exam Sitting(s): You are currently using your results from XXXX/XXXX GCE O-Level exam sitting.
CCA: Excellent

For candidates who have results from multiple examination years, you will not be able to select the single year result. If you had sat for the same subject in the examination sittings, the better grade will be used to compute your aggregate scores and eligible courses.
If you wish to use results from other years, please click below.

Choice of Exam Sitting(s) [Click to Hide](#)

Selection	Exam Years	JC		MI		Poly				ITE	
		L1R5	L1R4	ELR2B2 -A	ELR2B2 -B	ELR2B2 -C	ELR2B2 -D	ELB4 -A	ELR1E -B		
<input checked="" type="radio"/>	2019/2015	33	26	26	26	26	26	26	26	26	26
<input type="radio"/>	2015	33	26	26	26	26	26	26	26	26	26
<input type="radio"/>	2015/2014	33	26	26	26	26	26	26	26	26	26

Legend:
X - You are not eligible for these courses.

Eligible Course(s) using your result for exam sitting year XXXX/XXXX [Click to Hide](#)

Course Code	Course & Institution Name	Course Code	Course & Institution Name
C32	EXPERIENTIAL PRODUCT & INTERIOR DESIGN NANYANG POLYTECHNIC	C33	ANIMATION & VISUAL EFFECTS NANYANG POLYTECHNIC
C47	SOCIAL WORK NANYANG POLYTECHNIC	C59	INTERACTION DESIGN NANYANG POLYTECHNIC
C60	DIGITAL GAME ART & DESIGN NANYANG POLYTECHNIC	C63	VISUAL COMMUNICATION NANYANG POLYTECHNIC
C66	MOTION GRAPHICS DESIGN NANYANG POLYTECHNIC	N13	MEDIA POST-PRODUCTION NGEE ANN POLYTECHNIC
N57	LANDSCAPE DESIGN & HORTICULTURE NGEE ANN POLYTECHNIC	N82	FILM, SOUND & VIDEO NGEE ANN POLYTECHNIC

[Scroll down for more Courses...](#) [Print](#)

Note: You are only allowed to specify courses that you are eligible for, up to a maximum of 12 courses.
Fields marked with * are compulsory.

Choice Order	Course Code	Course Name	Institution Name
1st *	N57	LANDSCAPE DESIGN & HORTICULTURE	NGEE ANN POLYTECHNIC
2nd :	R24	SONIC ARTS	REPUBLIC POLYTECHNIC
3rd :	R36	DESIGN FOR USER EXPERIENCE	REPUBLIC POLYTECHNIC
4th :	R19	MEDIA PRODUCTION & DESIGN	REPUBLIC POLYTECHNIC
5th :	C32	EXPERIENTIAL PRODUCT & INTERIOR DESIGN	NANYANG POLYTECHNIC
6th :	C66	MOTION GRAPHICS DESIGN	NANYANG POLYTECHNIC
7th :	C63	VISUAL COMMUNICATION	NANYANG POLYTECHNIC
8th :	C60	DIGITAL GAME ART & DESIGN	NANYANG POLYTECHNIC
9th :	C59	INTERACTION DESIGN	NANYANG POLYTECHNIC
10th :	S89	INTERIOR DESIGN	SINGAPORE POLYTECHNIC
11th :	S66	ARCHITECTURE	SINGAPORE POLYTECHNIC
12th :	V25	AI APPLICATIONS	ITE COLLEGE WEST

[Next](#) [Back](#) [Discard Changes and Logout](#)

Callouts:
1. Select Exam Sitting of the combined years exam results you wish to use for this course registration. Candidates who have results from multiple years, will not be able to select the single year result.
2. Display of Eligible Course(s) for Exam Sitting you have selected
3. Enter your choice of courses according to your preference.
4. Click <Next> to proceed with the application.

3.6 Verify Information Page

- 3.6.1 Refer to Screenshot 6 for the **Verify Information Page**.
- 3.6.2 Check and confirm that all the details in this page are correct.
- 3.6.3 To make changes, click on the **<Back>** button. You will return to the previous page.
- 3.6.4 After confirming that all details are correct, click on the **[Submit]** button to complete your application. If not, your application is considered incomplete and cannot be processed.

Screenshot 6 : Verify Information Page

The screenshot shows the 'Verify Information & Submit Application' page. At the top, there are four tabs: '1. Personal Particulars', '2. Course Registration', '3. Verify Information' (active), and '4. Registration Completed'. Below the tabs is a 'Notice' section with three points. The main heading is 'Verify Information & Submit Application'. A yellow box contains a warning: 'Before you submit this application, please verify that all the information on this page is correct. You must click the [Submit] button below to complete your application. If not, your application is considered incomplete and cannot be processed.' The page is divided into three sections: 'Personal Particulars', 'Choice of Courses', and 'Elective Programme'. The 'Personal Particulars' section shows fields for NRIC/FIN, Mobile No., Contact No., and Email Address, all with pre-filled values. The 'Choice of Courses' section shows a table of 12 courses. The 'Elective Programme' section shows the 'Chinese Language Elective Programme (CLEP)' chosen, with a list of JC options. At the bottom, there is a yellow box with the text 'I have read and verified that all the information above is correct.' and three buttons: 'Submit', 'Back', and 'Discard Changes and Logout'. Annotations with arrows point to various elements: 'Ensure that your personal particulars are correct.' points to the Personal Particulars section; 'Ensure that the courses are correct.' points to the Choice of Courses section; 'You must select here to proceed, if applicable.' points to the 'Year of Exam Sitting(s)' section; 'Click <Submit> to complete your application for JAE.' points to the 'Submit' button; 'Click <Back> if you want to make any changes to either your personal particulars or course application.' points to the 'Back' button; and 'Click here if you do not wish to continue. Your session will be terminated immediately, and all the changes you have made during this session will not be saved.' points to the 'Discard Changes and Logout' button.

1. Personal Particulars

NRIC/FIN: TXXXXXXC Name: NAME OF TXXXXXXC

Mobile No.: 99999999 (Your posting results will be sent via SMS to this Mobile No.)

Contact No.: 61234567

Email Address: abc@abc.com.sg (Your verification slip, which captures your submitted course preferences, will be sent to this email address.)

Choice of Courses

Year of Exam Sitting(s): You are currently using your results from XXXX GCE O-Level exam sitting.

1. 32S	SCIENCE	7. N57	LANDSCAPE DESIGN & HORTICULTURE
2. 26S	SCIENCE	8. C38	ARCHITECTURE
3. 26A	ARTS	9. T20	APPAREL DESIGN & MERCHANDISING
4. 24A	ARTS	10. S75	ACCOUNTANCY
5. 511	HWA CHONG INSTITUTION	11. V40	SINGAPORE POLYTECHNIC
6. 43S	INTERNATIONAL BACCALAUREATE	12. V35	EVENT MANAGEMENT
	ANGLO-CHINESE SCHOOL (INDEPENDENT)		ITE COLLEGE CENTRAL
	MILLENNIA INSTITUTE		MECHANICAL ENGINEERING
			ITE COLLEGE EAST

Elective Programme

Programme Chosen: Chinese Language Elective Programme (CLEP)

Choice of JCs To Offer Programme in: HWA CHONG INSTITUTION
NANYANG JUNIOR COLLEGE
TEMASEK JUNIOR COLLEGE

☐ 1) All CLEP students must offer H2 Chinese Language & Literature at 'A' Level and participate in CLEP activities.
2) If admitted to CLEP, you are required to remain in the programme regardless of whether you had utilised the 2 CLEP bonus points. Otherwise, you may be asked to leave the JC.

I have read and verified that all the information above is correct.

Submit **Back** **Discard Changes and Logout**

Ensure that your personal particulars are correct.

Ensure that the courses are correct.

You must select here to proceed, if applicable.

Click <Submit> to complete your application for JAE.

Click <Back> if you want to make any changes to either your personal particulars or course application.

Click here if you do not wish to continue. Your session will be terminated immediately, and all the changes you have made during this session will not be saved.

3.7 Verification Slip Page

- 3.7.1 Refer to Screenshot 7 for the **Verification Slip Page**.
- 3.7.2 Your application is successfully submitted only when the **Verification Slip Page** appears. You will receive the verification slip through the email address provided during the JAE application. You can also save or print a copy of the verification slip as proof of your course application.
- 3.7.3 If the **Verification Slip Page** does not appear after a prolonged period, log out and log in again. If you are unable to view the verification slip after repeated attempts, contact MOE Customer Service Centre for assistance.

Screenshot 7 : Verification Slip Page


1. ✓ Personal Particulars2. ✓ Course Registration3. ✓ Verify Information4. ✓ Registration Completed

✓ Your JAE Registration has been submitted successfully.

Notice:

1. JAE posting results will be released on XXXX through the following modes:
a. JAE-IS, accessible through the JAE website at www.moe.gov.sg/jae
b. Short Message Service (SMS) via applicant's mobile number (if a valid Singapore mobile number is provided by applicants during the JAE Registration)
2. Please use this confirmation number for all future correspondences.

Verification Slip


Ministry of Education
SINGAPORE

This is a copy of the Choice of Courses you have submitted. Please print a copy for your future reference.

Confirmation Number : TXXXXXXC-1Submission Date/Time : 10 Jul XXXX 15:25hrs

Personal Particulars

NRIC/FIN: TXXXXXXCName: NAME OF TXXXXXXC

Mobile No.: 99999999 (Your posting results will be sent via SMS to this Mobile No.)

Contact No.: 61234567

Email Address: abc@abc.com.sg (Your verification slip, which captures your submitted course preferences, will be sent to this email address.)

Choice of Courses

Year of Exam Sitting(s): You are currently using your results from XXXX GCE O-Level exam sitting.

1. 32S	SCIENCE TEMASEK JUNIOR COLLEGE	7. N57	LANDSCAPE DESIGN & HORTICULTURE NGEE ANN POLYTECHNIC
2. 26S	SCIENCE NANYANG JUNIOR COLLEGE	8. C38	ARCHITECTURE NANYANG POLYTECHNIC
3. 26A	ARTS NANYANG JUNIOR COLLEGE	9. T20	APPAREL DESIGN & MERCHANDISING TEMASEK POLYTECHNIC
4. 24A	ARTS HWA CHONG INSTITUTION	10. S75	ACCOUNTANCY SINGAPORE POLYTECHNIC
5. 51I	INTERNATIONAL BACCALAUREATE ANGLO-CHINESE SCHOOL (INDEPENDENT)	11. V40	EVENT MANAGEMENT ITE COLLEGE CENTRAL
6. 43S	SCIENCE MILLENNIA INSTITUTE	12. V35	MECHANICAL ENGINEERING ITE COLLEGE EAST

Elective Programme

Programme Chosen: Chinese Language Elective Programme (CLEP)

Choice of JCs To Offer Programme in: HWA CHONG INSTITUTION
NANYANG JUNIOR COLLEGE
TEMASEK JUNIOR COLLEGE

1) All CLEP students must offer H2 Chinese Language & Literature at 'A' Level and participate in CLEP activities.
2) If admitted to CLEP, you are required to remain in the programme regardless of whether you had utilised the 2 CLEP bonus points. Otherwise, you may be asked to leave the JC.

✓ I have read and verified that all information in this Verification Slip is correct.

Save AsPrintLogout

Click <Logout> to exit from JAE-IS.

You will receive the verification slip through the email address you provided during application.

You can also save or print out a copy of the verification slip for reference.

3.8 Applicants Eligible for Elective Programmes Offered in Selected Junior Colleges

3.8.1 If you are eligible for Elective Programmes in selected junior colleges (JCs), you will be presented with 2 additional screens (Screenshot 8 and 9) after clicking on the **<Next>** button at the **Course Registration Page** (Screenshot 4 and 5).

3.8.2 Elective Programme Selection Page

3.8.2.1 This **Elective Programme Selection Page** (refer to Screenshot 8) presents the various Elective Programmes that you are eligible for, taking into account the JC course choice(s) that were selected at the **Course Registration Page**.

3.8.2.2 You are allowed to select only **ONE** elective programme. Indicate your preference in the appropriate radio button before clicking on the **<Next>** button.

- a. If you have indicated that you do not wish to apply for any Elective Programmes, the **Verify Information Page** (refer to Screenshot 6) will be displayed.
- b. If you have indicated that you wish to apply for one of the Elective Programmes, the **Selection of Institution Page** (refer to Screenshot 9) will be displayed.

Screenshot 8 : Elective Programme Selection Page

1. ✓ Personal Particulars 2. Course Registration 3. Verify Information 4. Registration Completed

Notice:

1. Please consider your choices carefully before submitting the application online and make full use of the 12 choices, where applicable.
2. You have 15 minutes to complete each page. After which, you will be automatically logged out from the system and any details entered will not be saved.
3. If your contact details are available in MyInfo, the information is pre-filled for you below.

Course Registration

Section C: Elective Programme

You are eligible to apply for one of the following Elective Programme(s):

I wish to apply for:

☐ Chinese Language Elective Programme (CLEP)

☐ I do not wish to apply for any Elective Programme

Next Back Discard Changes and Logout

You must select one of the radio buttons before continuing.

Click <Next> to proceed with the application.

3.8.3 Selection of Institution Page

3.8.3.1 The **Selection of Institution Page** (refer to Screenshot 9) presents the various JCs which offer the specific Elective Programme that you have selected. Only JCs that you have indicated in your **Course Registration Page** (refer to Screenshot 4 and 5) will be made available for selection in this page.

3.8.3.2 Select one or more of the JCs listed. Once done, click on the **<Next>** button. The **Verify Information Page** (refer to Screenshot 6) will be displayed.

Screenshot 9 : Selection of Institution Page

The screenshot displays the 'Course Registration' page with a progress bar at the top showing four steps: 1. Personal Particulars, 2. Course Registration (active), 3. Verify Information, and 4. Registration Completed. A notice box at the top provides instructions on application rules and time limits. The main section, 'Section C: Elective Programme', informs the user of their eligibility for one elective programme. It offers two choices: 'Chinese Language Elective Programme (CLEP)' (selected) or 'I do not wish to apply for any Elective Programme'. A pop-up message box appears over the CLEP option, detailing requirements for CLEP students. Below this, the user is prompted to select one or more JCs from a list: HWA CHONG INSTITUTION, NANYANG JUNIOR COLLEGE, and TEMASEK JUNIOR COLLEGE. At the bottom, there are three buttons: 'Next', 'Back', and 'Discard Changes and Logout'. Three callout boxes provide additional guidance: one points to the pop-up message, another points to the JC selection checkboxes, and a third points to the 'Next' button.

1. ✓ Personal Particulars 2. Course Registration 3. Verify Information 4. Registration Completed

Notice:

1. Please consider your choices carefully before submitting the application online and make full use of the 12 choices, where applicable.
2. You have 15 minutes to complete each page. After which, you will be automatically logged out from the system and any details entered will not be saved.
3. If your contact details are available in MyInfo, the information is pre-filled for you below.

Course Registration

Section C: Elective Programme

You are eligible to apply for one of the following Elective Programme(s):

I wish to apply for:

☒ Chinese Language Elective Programme (CLEP)

☐ I do not wish to apply for any Elective Programme

Please indicate below which JC(s) you wish to take up your Elective Programme in. You may select one or more JC(s).

I would like to apply for Chinese Language Elective Programme (CLEP) in the following JC(s)

☐ HWA CHONG INSTITUTION

☐ NANYANG JUNIOR COLLEGE

☐ TEMASEK JUNIOR COLLEGE

1) All CLEP students must offer H2 Chinese Language & Literature at 'A' Level and participate in CLEP activities.
2) If admitted to CLEP, you are required to remain in the programme regardless of whether you had utilised the 2 CLEP bonus points. Otherwise, you may be asked to leave the JC.

OK

LEP message will appear after selecting the LEP

After closing the LEP message box, you may select **one or more** JCs by clicking on the check box(es).

Click <Next> to proceed with the application.

Next Back Discard Changes and Logout

4 How to amend JAE application

4.1 Verification Slip Page for Amendment

- 4.1.1 After you have submitted your application and log in the next time during the JAE application period, the **Download Form A Page** (refer to Screenshot 2) will appear (this is applicable only if you have a Form A). Click on the **<Next>** button to reach the **Verification Slip Page for amendment** (refer to Screenshot 10).
- 4.1.2 On the **Verification Slip Page for amendment** (refer to Screenshot 10), click on the **<Amend>** button to amend the application you had previously submitted. Go through Screenshot 3, 4 or 5, 8 and 9 to make the necessary amendments, where applicable.
- 4.1.3 At the **Verify Information Page** (refer to Screenshot 6), confirm that all details are correct. Click **<Submit>** button to complete the amendments. If not, your amendment is considered incomplete and cannot be processed.
- 4.1.4 The amendment is successfully submitted only when the **Verification Slip Page** (refer to Screenshot 7) appears. You will receive the verification slip through the email address you provided during the JAE application. You can also save or print a copy of the verification slip as proof of your amendment.

Screenshot 10 : Verification Slip Page for Amendment

1. ✓ Personal Particulars 2. ✓ Course Registration 3. ✓ Verify Information 4. ✓ Registration Completed

✓ Your JAE Registration has been submitted successfully.

Notice:

- JAE posting results will be released on XXXX through the following modes:
 - JAE-IS, accessible through the JAE website at www.moe.gov.sg/jae
 - Short Message Service (SMS) via applicant's mobile number (if a valid Singapore mobile number is provided by applicants during the JAE Registration)
- Please use this confirmation number for all future correspondences.

Verification Slip

Ministry of Education
SINGAPORE

This is a copy of the Choice of Courses you have submitted. Please print a copy for your future reference.

Confirmation Number : TXXXXXXC-1 Submission Date/Time : 10 Jul XXXX 15:25hrs

Personal Particulars

NRIC/FIN: TXXXXXXC Name: NAME OF TXXXXXXC

Mobile No.: 99999999 (Your posting results will be sent via SMS to this Mobile No.)

Contact No.: 61234567

Email Address: abc@abc.com.sg (Your verification slip, which captures your submitted course preferences, will be sent to this email address.)

Choice of Courses

Year of Exam Sitting(s): You are currently using your results from XXXX GCE O-Level exam sitting.

1. 32S	SCIENCE TEMASEK JUNIOR COLLEGE	7. N57	LANDSCAPE DESIGN & HORTICULTURE NGEE ANN POLYTECHNIC
2. 26S	SCIENCE NANYANG JUNIOR COLLEGE	8. C38	ARCHITECTURE NANYANG POLYTECHNIC
3. 26A	ARTS NANYANG JUNIOR COLLEGE	9. T20	APPAREL DESIGN & MERCHANDISING TEMASEK POLYTECHNIC
4. 24A	ARTS HWA CHONG INSTITUTION	10. S75	ACCOUNTANCY SINGAPORE POLYTECHNIC
5. 51I	INTERNATIONAL BACCALAUREATE ANGLO-CHINESE SCHOOL (INDEPENDENT)	11. V40	EVENT MANAGEMENT ITE COLLEGE CENTRAL
6. 43S	SCIENCE MILLENNIA INSTITUTE	12. V35	MECHANICAL ENGINEERING ITE COLLEGE EAST

Elective Programme

Programme Chosen: Chinese Language Elective Programme (CLEP)

Choice of JCs To Offer Programme in: HWA CHONG INSTITUTION
NANYANG JUNIOR COLLEGE
TEMASEK JUNIOR COLLEGE

1) All CLEP students must offer H2 Chinese Language & Literature at 'A' Level and participate in CLEP activities.
2) If admitted to CLEP, you are required to remain in the programme regardless of whether you had utilised the 2 CLEP bonus points. Otherwise, you may be asked to leave the JAE.

✓ I have read and verified that all information in this Verification Slip is correct.

Amend Save As Print Logout

Click here to make amendments to the application you had previously submitted.

Click <Logout> to exit from JAE-IS.

5 How to View Posting Results

5.1 Posting Results Page

- 5.1.1 On the day of JAE posting results release, find out your posting results through the JAE-IS website at www.moe.gov.sg/jae. Refer to Section 3.1 on how to log in using Singpass.
- 5.1.2 Refer to Screenshot 11 for the **Posting Results Page**.
- 5.1.3 If you have provided a local mobile number in your JAE application, you will also receive your JAE posting results through SMS on the morning of the JAE posting results release.

Screenshot 11 : Posting Results Page

XXXX Joint Admissions Exercise

Ministry of Education
Singapore
XXXX Joint Admissions Exercise

NRIC/FIN	: TXXXXXXC
Name	: NAM SIL

1. The results of your application are as follows:

Posted Institution	: NANYANG JUNIOR COLLEGE
Course Name	: SCIENCE
Course Code	: 26S

2. If you are posted to a JC/Mi, please report to the JC/Mi on DD/MM/YYYY at 07.30am. If you are posted to a Polytechnic/ITE, an enrolment package with the relevant enrolment details will be sent to you.
3. If you wish to apply for a transfer to a particular course, you should approach the institution concerned directly. The institution concerned will inform you of the outcome of your application.

View your posting results details.

Click <Logout> to exit from JAE-IS.

Logout

ANNEX A: JAE-IS System Requirements

General

1. What are the system requirements to access JAE-IS?

For a smooth application via the JAE-IS, your computer system must have the following minimum system requirements:

- a) Internet connection (minimally 512kbps broadband connection to internet is recommended).
- b) Any internet browser that is compliant with W3C Standards, Java 1.2 Plug-in Standards and JavaScript 1.0/1.1 Standards.
- c) Screen resolution of 1024 x 768 pixels.
- d) Enable Cookies option in the internet browser.
- e) Enable JavaScript option in the internet browser.
- f) Enable the Transport Layer Security (TLS) v1.2 option in the internet browser.
- g) Enable the Java Virtual Machine (JVM) option in the internet browser.
- h) Turn off the Pop-up Blocker option in the internet browser, if applicable.
- i) If you have any other pop-up blocker software, these must be disabled while accessing the JAE-IS. Otherwise, it will prevent the JAE-IS from functioning properly.
- j) Printer is connected and ready to print (for printing of Verification Slip).

2. How do I enable cookies in the internet browser?

Google Chrome	Microsoft Edge
<ol style="list-style-type: none">a) Select "Settings" from the menu bar in your browser.b) Select "Privacy and security".c) In "Third-party Cookies" settings, ensure that the "Allow all cookies" radio button is selected.d) Ensure that "Send a "Do Not Track" request with your browsing traffic" is disabled.e) Close the "Settings" tab in your browser.	<ol style="list-style-type: none">a) Select "Settings" from the menu bar in your browser.b) Select "Privacy, search, and services".c) In the "Tracking prevention" section, ensure that "Basic" or "Balanced" profile is selected if "Tracking Prevention" is turned on.d) Close the "Settings" tab in your browser.

3. How do I enable Java and JavaScript in the internet browser?

Google Chrome	Microsoft Edge
<ol style="list-style-type: none">a) Select "Settings" from the menu bar in your browser.b) Select "Privacy and security".c) In "Site Settings"> "Content", ensure that the "Sites can use Javascript" is selected.d) Close the "Settings" tab in your browser.	<ol style="list-style-type: none">a) Select "Settings" from the menu bar in your browser.b) Select "Cookies and Site Permissions".c) In the "Site Permissions – All permissions" section, ensure that "JavaScript" is Allowed.d) Close the "Settings" tab in your browser.

4. How do I enable Transport Layer Security (TLS) in the internet browser?

- a) In the Windows menu search box, type "Internet options".
- b) Under Best match, click "Internet Options".
- c) In the Internet Properties window, on the "Advanced" tab, scroll down to the "Security" section.
- d) Check the "User TLS 1.2" checkbox. Click "OK".

5. How to turn off the Pop-up Blocker option in the internet browser?

Google Chrome	Microsoft Edge
<ul style="list-style-type: none">a) Select "Settings" from the menu bar in your browser.b) Under "Privacy and security," click "Site settings".c) Click "Pop-ups and redirects".d) In the "Default Behaviour" section, ensure that "Sites can send pop-ups and use redirects" is selected to allow pop-ups.	<ul style="list-style-type: none">a) Select "Settings" from the menu bar in your browser.b) Select "Cookies and Site Permissions".c) Select "Pop-ups and redirects".d) Switch "Block pop-ups" to off to allow pop-ups.

Troubleshooting

6. I clicked on a link/button and nothing appears. What could be the problem?

You may have a pop-up blocker software that is preventing the system from displaying information in a pop-up window. Please turn off the pop-up blocker software.

Refer to Q5 on how to turn off Pop-up Blocker option.

7. I encountered the error "Page can't be displayed", "Your session has timeout...", "You are not allowed to have more than one login session at any one time..." or "An unexpected error has occurred..." or "Webpage has expired" in the system. What could be the problem?

If you encounter any of the error pages, please close the existing browser window and try to log in using a new browser window after 15 minutes.

8. I encountered the error "The system is currently not available." What could be the problem?

You may have tried to access the system outside the JAE Application phase or Posting Results Release phase. Refer to the [JAE website](https://www.moe.gov.sg/jae) (<https://www.moe.gov.sg/jae>) for the JAE Application period and Posting Results Release period.

Singpass

9. I have issues with my Singpass. What should I do?

Singpass is an authentication service governed by GovTech. MOE is one of the government agencies using Singpass and its 2FA service.

If you have any Singpass issues (e.g. unable to login via Singpass, forgot Singpass password, unable to receive SMS OTP), please call the Singpass helpdesk at +65 6335 3533 or email support@singpass.gov.sg.