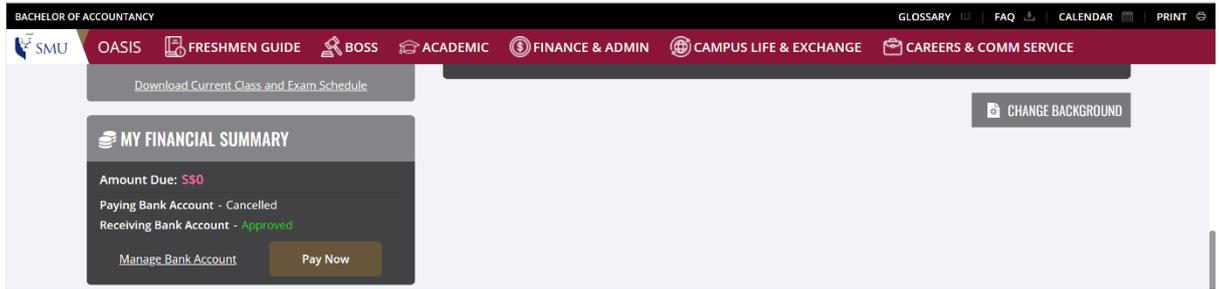
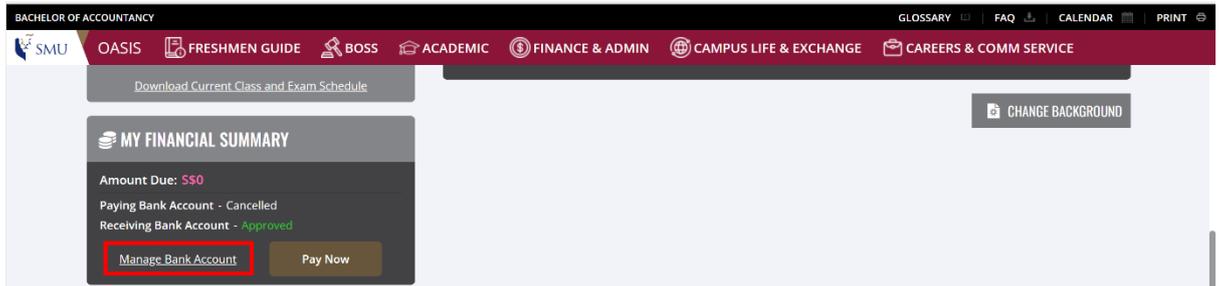


User Guide – Updating Paying Bank Account

1. Log in to OASIS, scroll down until you see – My Financial Summary.



2. Click on “Manage Bank Account”



3. Click on “Add a new Paying Bank Account”.

SMU Integrated Student Information System

Maintain Bank Accounts

[Bank Account Details](#)

Campus ID:

Paying Bank Account* Details
(For Payment of Fees via GIRO)

1. You are encouraged to pay your fees via GIRO, a hassle-free payment mode after your application has been approved.
2. Please note that only **one** Paying Bank Account can be approved at any point in time.
3. Click on the 'Add a new Paying Bank Account' Details link below to proceed with the submission of bank information.
4. If you would like to change / terminate your existing Approved Paying Bank Account, please click on the 'Cancel the above Paying Bank Account'.
5. **Only Singapore-based bank accounts are accepted.**

i
You do not have any Active Paying Bank Account at this time

[Add a new Paying Bank Account](#)

4. Fill in the following fields (highlighted) with the bank account you intend to use for GIRO. Click “Submit” after filling in the fields.

Paying Bank Account Details

(For Payment of Fees via GIRO)

Campus ID: |

Add a new Paying Bank Account

Step-by-Step Instructions:

1. Select the **Bank ID** of the bank account which your fees will be deducted from.
2. Enter your **Account Number**.
3. Enter your **Account Holder Name(s)** (For joint account, to input only one account holder name).
4. Enter your **Contact Number(s)** (For joint account, to input the contact number of the above account holder).
5. Enter your **ID** (For joint account, to input one IC number/FIN of the above account holder).
6. **Check to ensure that your bank account details are completed correctly** and click on the **Submit** button.
7. Follow the instructions in step 1 – step 3 to setup your bank account
8. After Step 3, you would be forwarded to the bank's login page to submit the application online. Only when the application is completed and approved by the bank, you would receive an email notification from accountenquiry@smu.edu.sg
9. Refresh your OASIS page and the Paying Bank should be updated to Approved.

*Bank ID:

*Account Number:

Account Holder Details

*Bank Account Name(s):

*Proof Type Provided in Bank

*Contact Nbr:

*Proof ID Provided in Bank

SUBMIT

CANCEL

Note: You may click on  to find your Bank ID.

- You will return to this page and see the details that you have input in step 4. Click on “Apply for e-GIRO”.

SMU Integrated Student Information System

Maintain Bank Accounts

Bank Account Details

Campus ID

Paying Bank Account* Details (For Payment of Fees via GIRO)

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- Only Singapore-based bank accounts are accepted.**

Bank Account Number:	Reference Number:
Bank Name:	Contact Number(s):
Account Holder Name(s):	Temporarily Suspended:
Termination Effective Date:	Apply for e-GIRO
Account Status:	
Last Updated Date/Time:	

[Change Paying Bank Account Details](#) [Cancel the Above Paying Bank Account](#)

- You will be prompted to the next page, “Apply e-GIRO for Deductions”. Please read the instructions and click “Agree & Proceed”.

Integrated Student Information System

Apply e-GIRO for Deductions

Step 1 of 4: e-GIRO Instructions (Only Applicable for UG Students)

- Only Singapore based bank account opened with the participating banks are eligible for e-GIRO application. You can visit [eGIRO \(ebs.org.sg\)](#) for the list of participating banks.
- Please note that only **ONE** Paying Bank Account can be approved at any point in time.
- As you are required to input a limit for your GIRO, do check your fees payable per term before proceeding with the application. Do include the annual fees and hostel fees payable as well. More information on the tuition fees amount can be found at [Financial Matters](#).
- You can leave the expiration date as blank. If you would like to input a period, please take into account the balance of the remaining terms left in SMU before graduation (Normal candidature period is 4 years).

[AGREE & PROCEED](#)

- Then click “Next”.

Integrated Student Information System

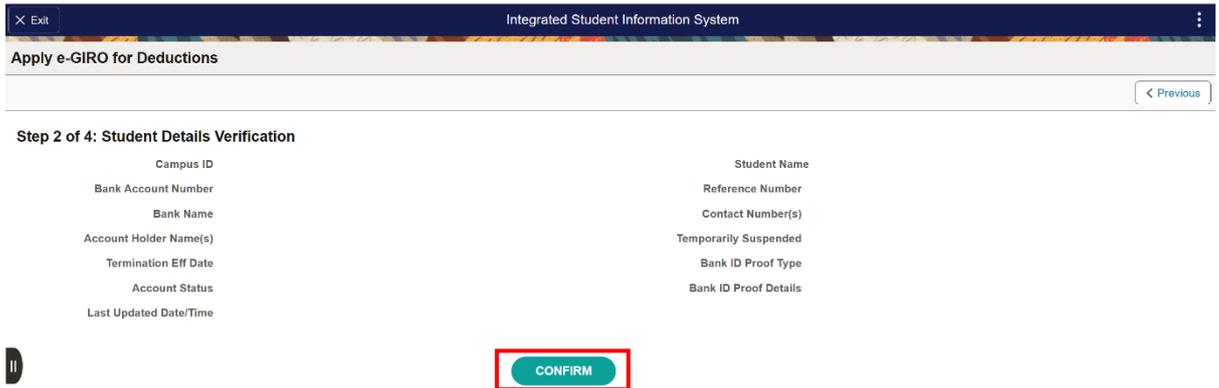
Apply e-GIRO for Deductions

Step 1 of 4: e-GIRO Instructions (Only Applicable for UG Students)

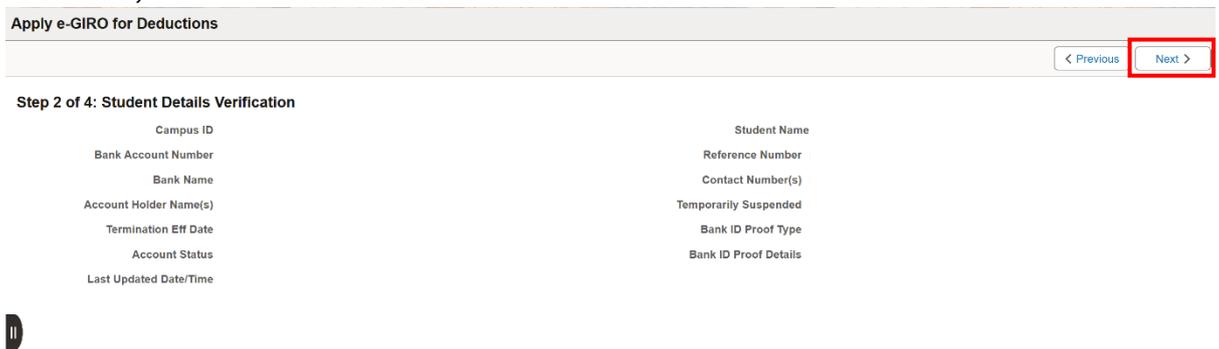
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[Next >](#)

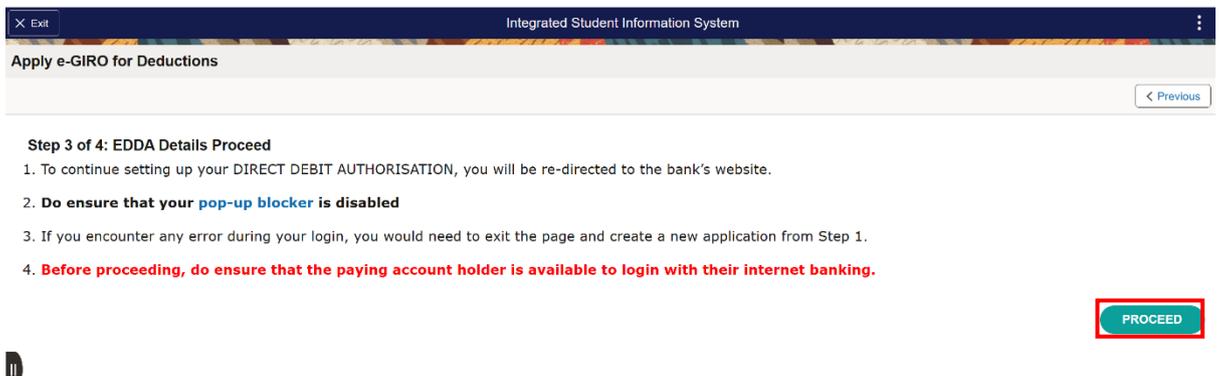
8. Please verify your details and click “CONFIRM”.



9. After that, click “Next”.



10. Please ensure that your pop-up block is disabled. The paying account holder is available to login with their internet banking. Then click “Proceed”.



11. You will be brought to your iBanking login page (eg DBS). Please log in, authorise and select the bank account.

12. Once completed, you will receive a confirmation from the bank. When the eGIRO is successfully setup, you will receive an email confirmation. Please note that it may take up to a day for the setup to be approved.

