

SHATEC Course Online Registration Portal

(Quick Navigation Guide for First Time Users)

1. First time users visiting the Online Registration Portal, please check “Individual” and click on “[Register for an account](#)”.

[Note: For Company Sponsored registrations please contact cet@shatec.sg instead of proceeding.]

SHATEC
THE INTERNATIONAL HOTEL & TOURISM SCHOOL
(SINGAPORE)

Welcome to Online Registration Portal

Please log in with your account to register for your course. If you do not have an account, please click "Register for an account" at the bottom of the log-in window to create an account.

Please Sign In

Individual Company

Username

Password

Remember Me

Sign In

[Register for an account](#) [Reset/Forget Password](#) [Forgot your username](#)

2. Fill in your **Full Name** as per NRIC / Passport / Work Pass, valid **Email** and **Contact Number**. Create a **Username** and **Password**. Your **Password** must meet the following conditions:
 - contain at least 2 uppercase characters
 - contain at least 2 numeric characters
 - contain at least 2 special characters (e.g. !@\$%&_)

Sign Up For New Account

Personal Details

Full Name * STUDENT

Email * student@shatec.sg

Contact No * 64153558

Login Credentials

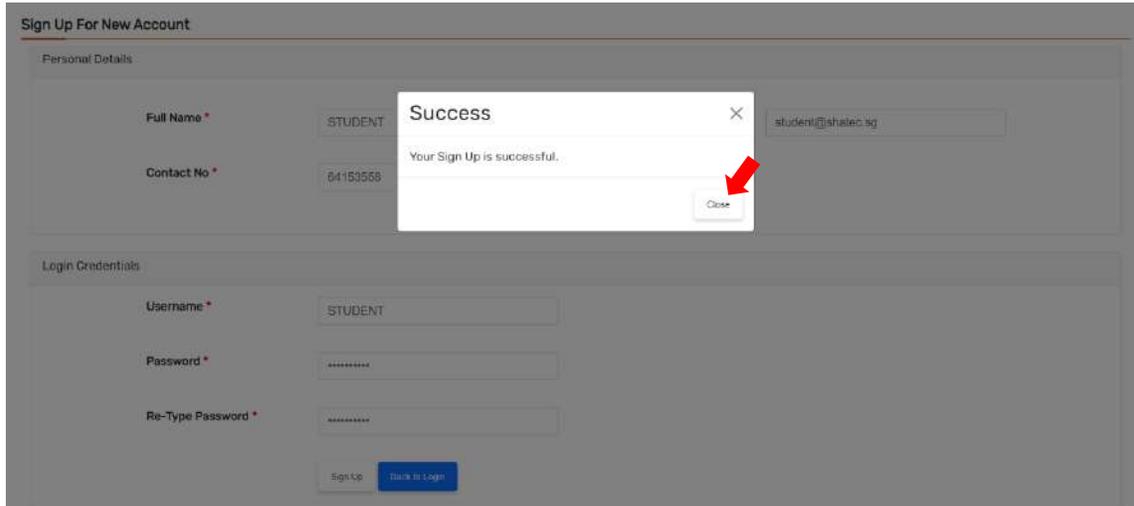
Username * STUDENT

Password *

Re-Type Password *

Sign Up Back to Login

3. After clicking on “Sign Up” button you should receive a message that your sign up is successful if all the information are completed correctly. Otherwise make the necessary amendments as prompted by the system. Click on “Close” to proceed.



The screenshot shows a web form titled "Sign Up For New Account". It is divided into two sections: "Personal Details" and "Login Credentials".

Personal Details:

- Full Name *: STUDENT
- Contact No *: 04153558

Login Credentials:

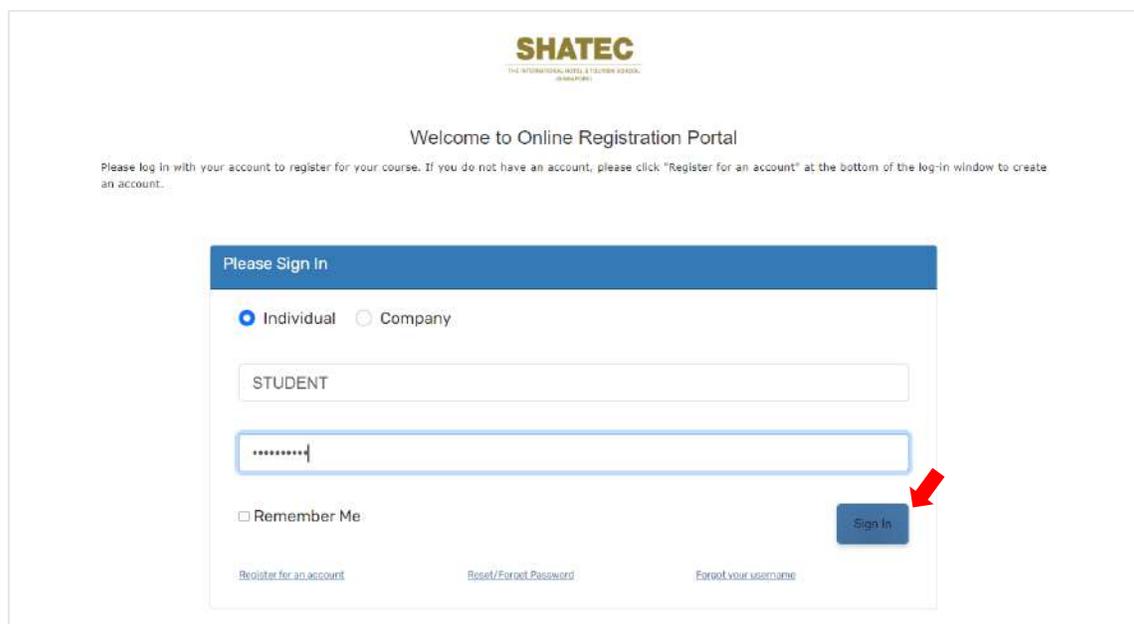
- Username *: STUDENT
- Password *: [masked]
- Re-Type Password *: [masked]

Buttons: "Sign Up" and "Back to Login".

Success Message Overlay:

A white modal box titled "Success" is centered over the form. It contains the text "Your Sign Up is successful." and a "Close" button. A red arrow points to the "Close" button.

4. You will be directed to the main login page. Enter your **Username** and **Password**, then click on “Sign In”.



The screenshot shows the SHATEC Online Registration Portal. At the top is the SHATEC logo with the tagline "THE INTERNATIONAL HOTEL & TOURISM ACADEMY". Below the logo is the text "Welcome to Online Registration Portal".

A message reads: "Please log in with your account to register for your course. If you do not have an account, please click 'Register for an account' at the bottom of the log-in window to create an account..."

Please Sign In (Section Header)

Radio buttons: Individual Company

Username field: STUDENT

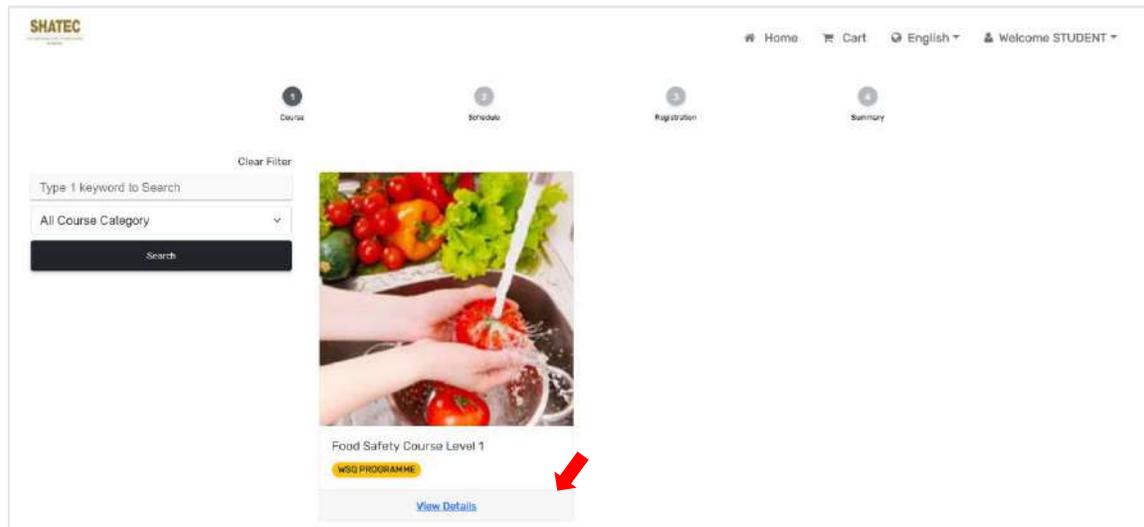
Password field: [masked]

Remember Me

Sign In (Button) - A red arrow points to this button.

Links at the bottom: [Register for an account](#), [Reset/Forget Password](#), [Forgot your username](#)

5. You will be able to view the course you are applying for. Click on “View Details”.



6. Follow the system’s instructions as guided to complete your registration and course fee payment online.

For assistance with online registration and payment, please call the following helplines during office hours 6415 3561 / 6415 3504 / 6415 3590.