



**REQUEST FOR ADMISSION / TRANSFER IN / RETURNING SINGAPOREAN FORM**

<b>1   STUDENT'S PERSONAL PARTICULARS</b>				
Full Name (as in NRIC, underline surname):				
NRIC No / STP No :		Date of Birth (DD/MM/YYYY):		Gender (M/F):
Citizenship: Singaporean/ Permanent Resident / International student*		Home or Residence Tel No.:		Handphone No.:
Address:  S (                      )		Type of residences: 1 / 2 / 3 / 4 / 5 HDB Flat Private flat / Condominium Semi Detached / Detached / Terrace / Shophouse / Others (to specify): <b>Own / Rent</b>		Level to be admitted:  Stream: Express (G3) / NA (G2) / NT (G1)
<b>2   STUDENT'S ACADEMIC BACKGROUND (Please attach a copy of the most recent academic record)</b>				
Current/ Former School*:				Date left school:
Last Level Attended:		Stream/Course (if applicable):		Mother Tongue:
Previous CCA:				
Reason for Admission:				
<b>3   PARENT'S/ GUARDIAN'S PARTICULARS</b>				
Full Name (as in NRIC, underline surname): NRIC No :	Dad :	Hp no :	Mom :	Hp no :
Home Tel No.:	Occupation :		Occupation:	
Address:				Postal Code : S (                      )
Relationship to Student:				
I declare that all information provided by me in the application form is complete and true.				
Signature :		Date : _____		

\* Please delete accordingly

<b>4</b>	<b>INTERVIEW DETAILS (To be completed by Year Head/ VP):</b>
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**Approval to sit for placement test, does not guarantee a place in our school. An interview with the Vice Principal and the Year Head will be conducted for consideration for admission.**

Date Interview was conducted : \_\_\_\_\_

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Accepted for admission/ Not Accepted for admission\*

Date of admission: \_\_\_\_\_ Start date of school : \_\_\_\_\_

\_\_\_\_\_  
 Name and Signature of Year Head /HOD

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Name and Signature of Vice-Principal

\_\_\_\_\_  
 Date

*\*Please delete accordingly*

<b>5</b>	<b>SUBJECTS TO BE TAKEN BY STUDENT:</b>
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**\*To take note of availability of places for the various subject combinations.**

**\*To check on Mother Tongue language type &/ or exemption status**

Status for results records in Cockpit system (if applicable): \_\_\_\_\_

Placement test dates and subjects (if applicable) : \_\_\_\_\_

Class to be admitted to: Sec \_\_\_\_\_

CCA to be admitted into: \_\_\_\_\_

<b>6</b>	<b>MEDICAL CONDITION/ ALLERGIES</b>
<p>Student has Medical Conditions/ Allergies (Y/N) * If yes, please indicate condition:_____</p> <p>_____</p> <p>_____</p>	
<b>7</b>	<b>SPECIAL NEEDS / ACCESS ARRANGEMENT</b>
<p>Student has Special Needs: (Y/N) * If yes, please indicate condition:_____</p> <p>Parents have requested for Access Arrangement for school internal examinations and National Examinations. (Y/N) * If yes, please indicate request:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p><i>*please delete accordingly. If student has Special Needs, Parent/ Guardian would have to support with official documents from the doctor.</i></p>	
<p><i>Completed forms to be photocopied and passed to Form Teachers, Year Heads, Administration Manager and HOD ICT. Communication to be made to HODs, Subject Teachers, Form Teachers and School Counsellors by Year Heads.</i></p>	

#### **CHECK-LIST for NEWLY ADMITTED STUDENTS**

- ☐ Communication of expectations to student
- ☐ Uniform
- ☐ Booklist
- ☐ Time-Table
- ☐ Student Handbook
- ☐ Discipline Rules
- ☐ Singpass access