



Subject Registration @CJC Portal

Administration Briefing 2026

Online Subject Registration Exercise

- Login URL: <https://portal.catholicjc.edu.sg/>
- Subject Registration will be online from:

1200hrs on 03 Feb (Tuesday)

To

1200hrs on 05 Feb (Thursday)

- Students without internet access at home can do so in the CJC Library (To seek help from the Librarian)
- Note: During Matriculation week, students are allowed to change subject combination within the stream (Arts or Science), they have been accepted to. The deadline to change subject during Matric Week is **12 Feb, 5pm**

HelpDesk

For technical support (e.g. login issues), please contact
cjc@avero-tech.com

To facilitate your enrollment into CJC, please fill in all relevant information, with the final step being to complete your subject registration by 3 Feb before you report to CJC on 4 Feb

For questions related to subject combinations, you will have the opportunity to raise them on 4 Feb during the subject briefing. Rest assured, you will be able to continue amending your subject combination even after completing your subject registration on 3 Feb.

CJC School Portal

<https://portal.catholicjc.edu.sg>

Turn OFF any VPN as overseas IP addresses may be identified by the firewall as suspicious activity and blocked

You are advised to **use a computing device with a larger screen (e.g. laptop/desktop)** for this exercise due to the large amount of information presented.

You may not be able to view all information clearly using a mobile phone.



Welcome. Please sign in:

Login

Password

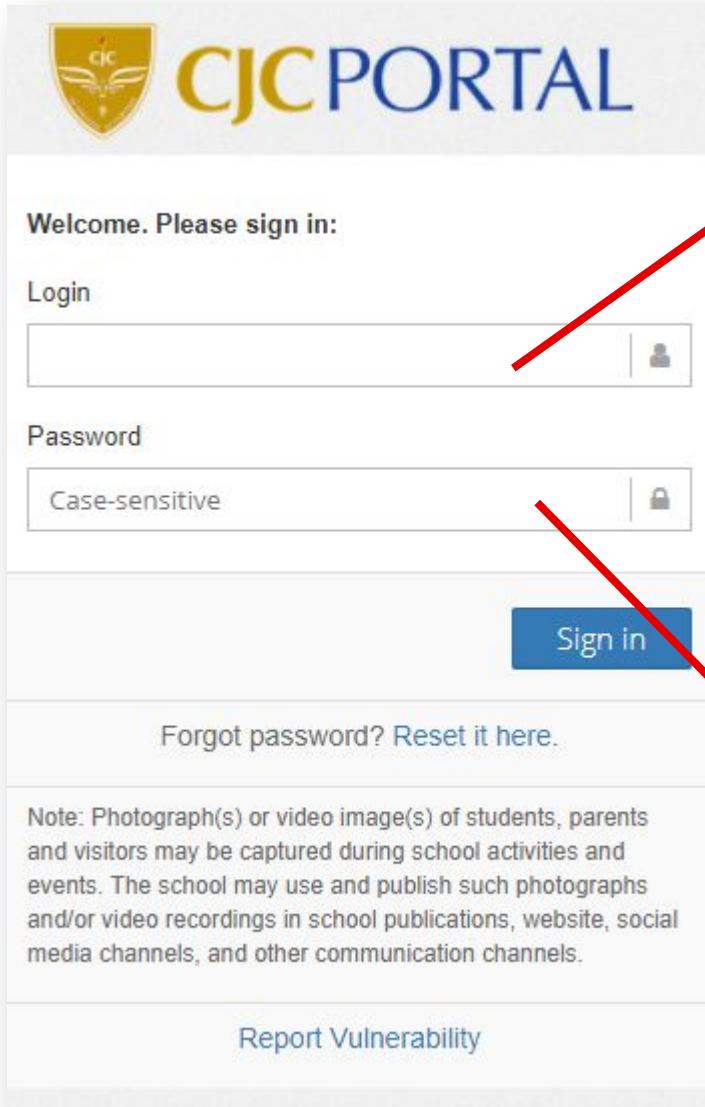
Case-sensitive

Sign in

Forgot password? [Reset it here.](#)
Forgot login? [Recover it here.](#)

Note: Photograph(s) and visitors may be events. The college and/or video record media channels, an

1. Enter Login credentials



The image shows the CJC PORTAL login page. At the top left is the school's crest logo. To its right, the text "CJC PORTAL" is displayed, with "CJC" in gold and "PORTAL" in blue. Below this, a message says "Welcome. Please sign in:". There are two input fields: one for "Login" and one for "Password", both with placeholder text "Case-sensitive". To the right of the password field is a lock icon. A red arrow points from the "Login" field towards the explanatory text on the right. Below the input fields is a blue "Sign in" button. Further down, there is a link "Forgot password? Reset it here." and a note about photograph and video usage. At the bottom, there is a link "Report Vulnerability".

2. Login ID:
First 5 characters of name
+
Last 5 character of NRIC
[Similar to SLS Login format]

Example:

If your name is **Heng Christopher**, and your NRIC is T123**4567X**, your Login ID will be hengc4567x (lower case).

h	e	n	g	c	4	5	6	7	x
---	---	---	---	---	---	---	---	---	---

3. Default Password:
SLS Login ID (Upper case)
[first login only]

Example: **HENGCA567X**

First Login Account Setup (1)

Important Note on **Personal** Email during Registration:

Please **do not** use your previous Secondary School email account or Student ICON email as these emails may be reset/deactivated/deleted by MOE/previous Secondary School without your knowledge

The screenshot shows a user interface for account setup. On the left, a sidebar lists 'DEMO STUDENT' and navigation links: Home, My Profile, My CJC, and Communications. The main area has a header 'Welcome, please update your email, hand phone & change password to continue'. It includes a note about password requirements (at least 8 characters, alphanumeric, different from login/email) and two input fields for 'Private Email' and 'Confirm Private Email', both containing 'test@test.com'. Below these is a note to type the email again to confirm. A red box labeled 'A' highlights the email fields. To the right, there are fields for 'Hand Phone' (NA) and 'New Password' (redacted), with a note to type again to confirm. A red box labeled 'B' highlights the phone and password fields. A red box labeled 'C' highlights the password confirmation field. A large blue box on the left contains the instructions: 'Enter: (a) Your personal email address (b) Mobile number (c) Change your password (remember this!)'. A red arrow points from the text in the blue box to the 'Private Email' field. At the bottom right is a 'Save changes' button.

DEMO STUDENT

Welcome, please update your email, hand phone & change password to continue

Your new password must meet the following requirements:

- At least 8 characters
- Alphanumeric, i.e. contains both letters and digits
- Different from your login and emails

Private Email *

test@test.com

Please ensure your email address is correct.

Confirm Private Email *

test@test.com

Please type your email address again to confirm it.

Hand Phone *

NA

New Password *

.....

Type again to confirm

Please ensure they are the same. Password must be alphanumeric, i.e. must contain at least 1 alphabet and 1 numeral, and must be of at least 8 characters long.

Save changes

Enter:

(a) Your personal email address

(b) Mobile number

(c) Change your password
(remember this!)

First Login Account Setup (2)

The screenshot shows a web-based application interface for account setup. On the left, there's a sidebar with icons for Home, My Profile, My CJC, and Communications. The main area has a header that says "Welcome, please update your email, hand phone & change password to continue". Below this, there's a "Successful" message box with the text: "You have successfully updated your email, hand phone and changed your password. Thank you." At the bottom right of the message box is a "Close" button, which is highlighted with a red circle labeled "A" and a red arrow pointing to it. In the background, there are fields for "Confirm Private Email" (containing "test@test.com") and "New Password" (with three masked entries). A note below the email field says "Please type your email address again to confirm it." A note below the password field says "Password must be at least 8 characters long".

If you have updated correctly, a “Successful” message will appear

Click “Close” to proceed

You will be asked by the system to log in again.
Use your New password to login.

Home Page

The Home Page should be your default landing page

Click on “GO” to go to the Course Registration page

The screenshot shows the CJC Home Page. On the left is a vertical blue sidebar with icons for Home, My Profile, My CJC, Communications, Curriculum, Course Registration, Terms & Holidays, Student Programmes, and Student Development. The 'Course Registration' icon is highlighted with a red box. The main content area features a large illustration of a classical building with students in the foreground. The text 'Course Registration for JC1 Students' is displayed prominently. A large green 'GO' button with a right-pointing arrow is centered in the lower-right portion of the main area. Below the main content are two rows of status indicators: 'Forms For Me' (with a checked checkbox), 'All My Submissions', 'Surveys/Polls Pending My Response 0', and 'Completed Surveys/Polls 0'. At the bottom right are 'View All' and zoom controls.

Find your way back to Course Registration

If you are not directed to the Home Page or Course Registration page, you can always navigate to the Course Registration page manually

The screenshot shows a user interface for a course registration system. On the left, there is a vertical sidebar with the following menu items:

- Home
- My Profile
- My CJC
- Communications
- Curriculum** (highlighted with a red box)
- Course Registration** (highlighted with a red box)
- Terms & Holidays
- Student Programmes
- Student Development

To the right of the sidebar, there is a progress bar with four numbered circles (1, 2, 3, 4) and corresponding labels: "Instructions", "Update Personal Info", "Update Family & Contacts", and "Update Health Condition".

The main content area displays the following information:

Step 1 - Instructions

Welcome to course registration system.

The system is now open for selection of subject combination a
09:00 AM, 05 February 2024

If you fail to select the subject combination / mother tongue lar

Find your way
back to Course
Registration

Other modules
will be made
available to you at
a later date

Course Registration (1)

Curriculum > Course Registration



Step 1 - Instructions

Welcome to course registration system.

The system is now open for selection of subject combination and mother tongue language. The deadline for registration is **12:00 PM, 05 February 2026**.

If you fail to select the subject combination / mother tongue language, you may be offered subjects that are not of your choice.

Please follow the steps in sequence. You will NOT be able to choose subject combination or mother tongue language if you have not completed the preceding steps.

A You may also view the list of available subjects and subject combinations based on your stream, intake category, elective programme status and O-Level examination results:

B

Subjects Available to Me

Subject Combinations Available to Me

A-LEVEL COURSE REQUIREMENTS

C

Start ▶

Click to Start

Check Subjects available

Check Subject Combinations available

Scroll down the page for more detailed information regarding Subject Combinations

Course Registration (2)

Curriculum > Course Registration

1 2 3 4 5 6 7 8

Instructions Update Personal Info Update Family & Contacts Update Health Condition Consents Verify O-Level Results Select Subject Combinations Completed

Step 2 - Update Personal Info

Check and update your particulars

Personal Particulars

Name	[REDACTED]	Gender	[REDACTED]
Hanyu Pinyin Name	(nil)	Chinese Name	(nil)
NRIC/FIN	[REDACTED]	Date of Birth	[REDACTED]
Race	[REDACTED]	Religion *	[REDACTED]
Citizenship	[REDACTED]		

Emails & Phone Numbers

Please do not leave any required fields (marked with asterisks *) blank. If information is not applicable or not available, please enter "NA".

School Email	(nil)
ICON Email	[REDACTED]
Personal Email *	[REDACTED]
Hand Phone *	+65 [REDACTED]
Home Phone *	+65 [REDACTED]

A **Save changes**

Click Save and proceed

Course Registration (3)

Curriculum > Course Registration

1 2 3 4 5 6 7 8

Instructions Update Personal Info Update Family & Contacts Update Health Condition Consents Verify O-Level Results Select Subject Combinations Completed

Step 3 - Update Family & Contacts

Family

Next of Kin / Primary Contact * [Redacted]
Family Structure * [Redacted]
Elder Siblings * [Redacted]
Gross Monthly Income * [Redacted]

Guardian Type * [Redacted]
Household Size * [Redacted]
Younger Siblings * [Redacted]

Father
Click/Tap to select "NA" if this section is not applicable:

Please do not leave any required fields (marked with asterisks *) blank.

Please update your parents contact

Name * [Redacted]
Home Phone * [Redacted] same as mine
Title * Select an Option
Hand Phone * +65 Singapore phone numbers only. Enter NA if not av

A

✓ Save changes

Click Save and proceed

Course Registration (4)

Curriculum > Course Registration

1 2 3 4 5 6 7 8

Instructions Update Personal Info Update Family & Contacts Update Health Condition Consents Verify O-Level Results Select Subject Combinations Completed

Step 4 - Update Medical Condition

Last Updated At 08/02/2025 16:37

Current Medical Conditions

Fits or Seizure condition * yes no

Periodic Loss of Consciousness * yes no

Heart Condition * yes no

Ear Condition Disorder * yes no

Respiratory Condition Disorder * yes no

Allergy to environmental factor(s) * yes no

Food Allergy * NA

Drug Allergy * NA

Please update your Medical Condition (Step 4)
Indicate any medical conditions, allergies, Dietary Requirements, etc for your safety when participating in Orientation activities.

A

Click Save and proceed

Course Registration (5)

Curriculum > Course Registration



Step 5 - Consent to Release of Personal Data

I agree to allow CJC to use information contained herein for the purposes of:

- (a) updating any student information databases managed by the schools or the Ministry of Education,
(b) planning and conducting the schools' programmes,
(c) sending me information on education-related issues and events, and
(d) making disclosure of all necessary data (including personal data of my parents, guardian and I) to other agencies to facilitate the provision of services for my educational advancement or other purposes beneficial to me as endorsed by the Government, unless such sharing is prohibited by law.

B

Save Changes

Click Save and proceed

Note: you can visit My Profile > Personal Data Release Consent menu to amend your consent later on

Course Registration (6)

Curriculum > Course Registration

1

2

3

4

5

6

7

8

Instructions

Update Personal Info

Update Family &
Contacts

Update Health Condition

Consents

Verify O-Level Results

Select Subject
Combinations

Completed

Step 6 - Verify O-Level Results

i Information: Please approach the General Office staff immediately if the following O-Level exam results are incorrect.

Subject	Grade
Additional Mathematics	
Chemistry	
Chinese	
English	
Higher Chinese	
Humanities (Social Studies + History)	
Literature in Chinese	
Mathematics	
Physics	

L1R5 (without bonus) 

Confirmation* confirm my O-level exam results shown

A

B

Click Save and
proceed

Course Registration (7-1)



Step 7 - Select Subject Combinations & Mother Tongue Subject

⚠ Important: Subjects that require students to sit for selection or aptitude tests will only be made available to them after they pass the tests. Please choose subject combinations that are currently available.

ℹ Information: Please note that you cannot select the same subject combinations for both the first and second choice - system will reject your selection if they are the same.

You may also view the list of available subjects and subject combinations based on your stream, intake category, elective programme status and O-Level examination results:

Subjects Available to Me

Subject Combinations Available to Me

Online Selection Tests

Test Name

H2 ELL Selection Test ➔

Ignore for now.
More details will be announced during the Subject Briefing on 4th Feb 2026 (Wed)

My Personal & Admission Data

N

F7249940U

Intake

JAE Ordinary Admission

Programmes & Electives

(nil)

Exam Results

E1=B3, EM=A2, AM=A2, Chem=A2, Bio=A1, PA=C5, CH(Hist)=A2, CLB=M

You have up
to 4 Subject
Choices

Course Registration (7-2)

Your O-Level
Results

Exam Results

E1=B3, TL=A1, EM=A2, Phy=A2, Chem=B3, CH(Hist)=B3, Geo=A1

My First Choice of Subject Combinations

Selected	A5/H1MATH (H1MATH H2ELIT H2HIST H2ECONS)
Subject 1	H1 MATHEMATICS
Subject 2	H2 LITERATURE IN ENGLISH
Subject 3	H2 HISTORY
Subject 4	H2 ECONOMICS

1

My Second Choice of Subject Combinations

Selected	S6/H1MATH (H1MATH H2CHEM H2GEO H2ECONS)
Subject 1	H1 MATHEMATICS
Subject 2	H2 CHEMISTRY
Subject 3	H2 GEOGRAPHY
Subject 4	H2 ECONOMICS

2

My Third Choice of Subject Combinations

Selected	S7/H1MATH (H1MATH H2CHEM H2HIST H2ECONS)
Subject 1	H1 MATHEMATICS
Subject 2	H2 CHEMISTRY
Subject 3	H2 HISTORY
Subject 4	H2 ECONOMICS

3

You can only choose a Subject Combination from your STREAM (ARTS / SCIENCE).

The order that you select subjects is not important e.g. you can select H1 first or H2 first.

The system will automatically decide on the Subject Combination based on your subject choices
e.g. A1, S6

H2 English Language and Linguistics (ELL) will not appear as a choice, it will only be made available as a choice AFTER attending the Selection Test

Course Registration (7-3)

Please choose your subjects wisely using the information available to you.

You will get an *Advisory* if your relevant O-Level subjects do not meet the recommended knowledge base for that Subject Choice.

You may still select these subjects, but do consult the respective Subject Tutors or HODs to understand the rigor of the subject

S1/H1ELIT (H1ELIT H2CHEM H2PHY H2MATH) ×

Students who intend to offer the H2 Chemistry & H2 Physics combination are assumed to have knowledge and understanding of both Chemistry and Physics, at O-level, either as a single subject or as part of a Combined Science course.

Sample Advisory

S4/H1PHY (H1PHY H2CHEM H2ECONS H2MATH) ×

H1 PHYSICS - Students who intend to offer H1 Physics are assumed to have knowledge and understanding of Physics at O-level, either as a single subject or as part of a Combined Science course.

Sample Advisory

Close

Course Registration (7-4)

Mother Tongue is required for university admission.

If you are exempted from Mother Tongue, you need to present the relevant documents to the HOD Mother Tongue for verification on 9 Feb 2026.

My Mother Tongue Language at O Level

O-Level MT Subject	Tamil
O-Level MT Grade	A1

Your O-Level
Mother Tongue
Subject and
Grade

My Choice of Mother Tongue Language

Mother Tongue Choice *

H1TL - H1 TAMIL LANGUAGE

1

Select your
Mother Tongue

✓ Save changes

Click “Save”
when done

Course Registration (7-5)

✓ Confirm Submit My Course Registration Choices

Your Subject
Choices
Confirmation

Choice 1 S5/H1MATH (H1MATH H2CHEM H2BIO H2ECONS)

Choice 2 S4/H1PHY (H1PHY H2CHEM H2ECONS H2MATH)

Choice 3 S1/H1ELIT (H1ELIT H2CHEM H2PHY H2MATH)

Choice 4 S7/H1MATH (H1MATH H2CHEM H2HIST H2ECONS)

Appeal Choice (nil)

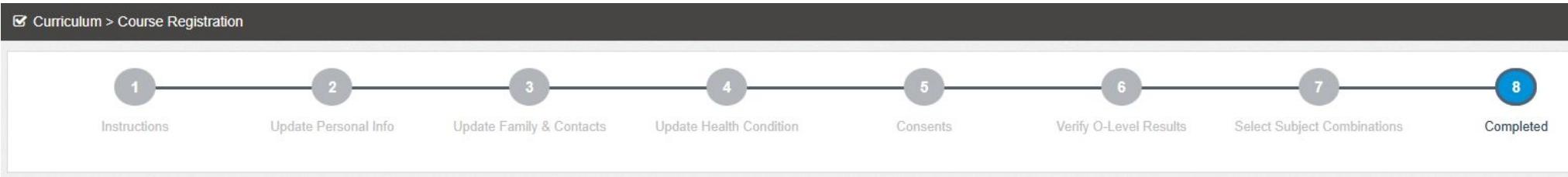
Mother Tongue
Language Chinese B



You can return to Step 7 to choose your subjects again later

Click Submit to complete your Subject Registration

Course Registration (8)



Step 8 - Completed

✓ Completed

You have completed the course registration. Your choices of subject combinations and mother tongue language have been submitted.

An official receipt has been sent to your email a [REDACTED].sg

Please keep the email for your reference.

You may change your choices of subject combinations and mother tongue language before the system closing time, i.e. **12:00 PM, 05 February 2026**.

[Return to Home Page](#)

You can return to Step 7 to choose your subjects again later

You have completed your Subject Registration

Course Registration (9)

