

ONLINE ORDERING GUIDE

1) Please go to our website www.asencio.com.sg/

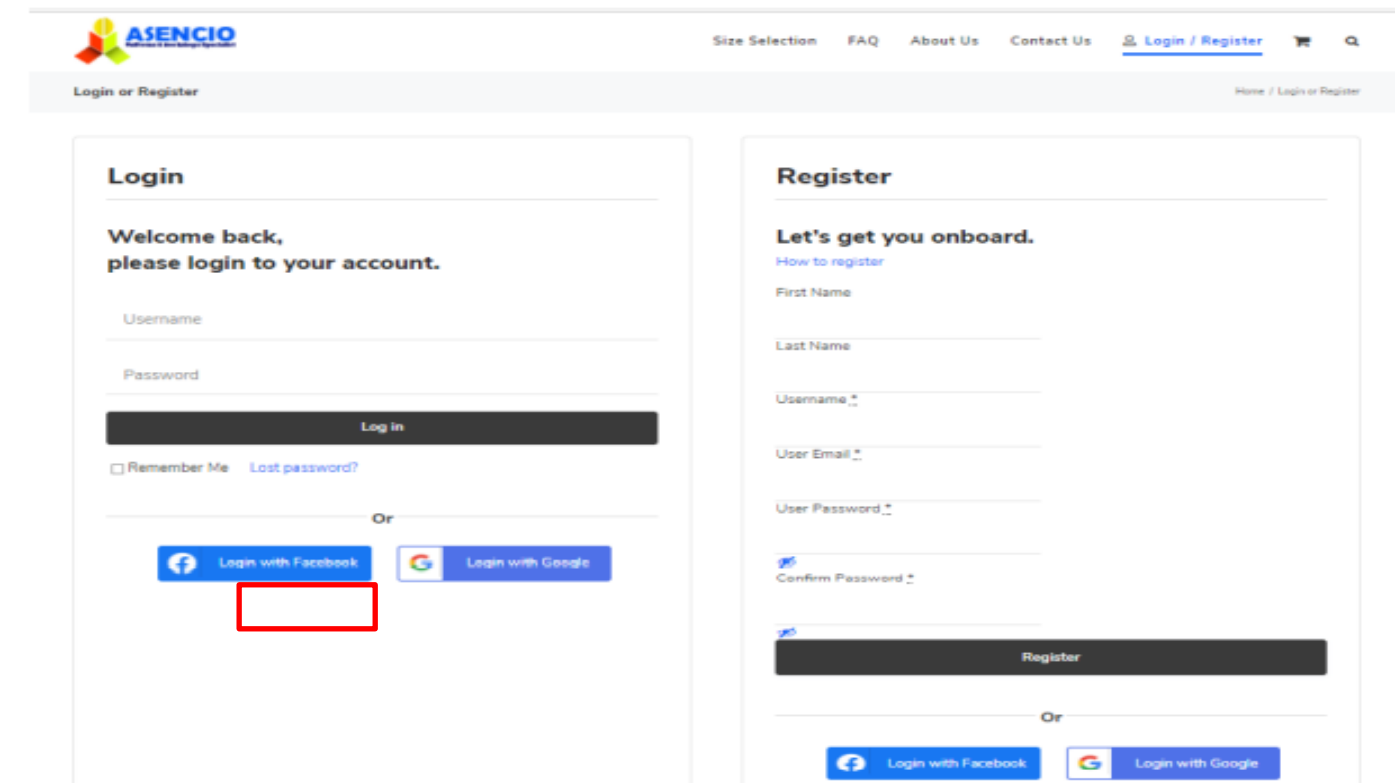
➤ For new time user: Click on Login to do a one-time registration.*

* You **MUST** provide your child's details in your account in order to view and purchase the required items.

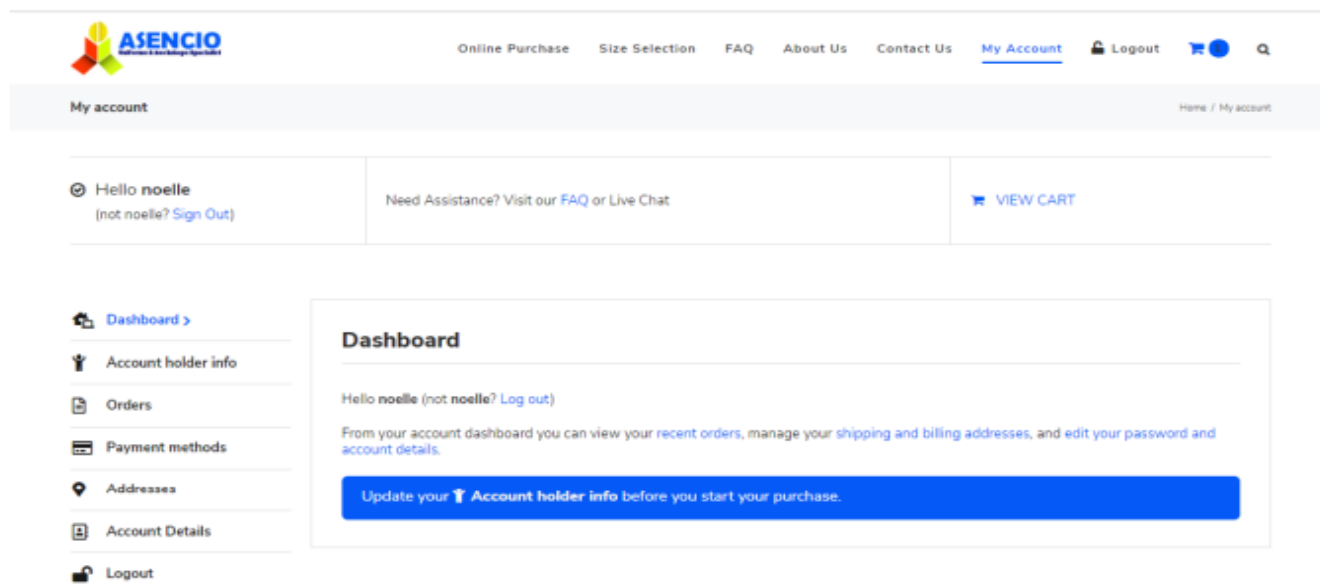
➤ For existing users: Please login with your ID and password.

➤ For existing users: Forget password, click on **the lost password** to rest the password


Step 1 - Create an account through Register or Connect with Facebook/Google



Step 2 – After login to your Dashboard, click on Account Holder Info



Step 3 – Enter child’s info., then Click Submit and you will be able to browse the products related to your school



Online PurchaseSize SelectionFAQAbout UsContact UsMy AccountLogout

My account

Home / My account

Dashboard

Account holder info

Orders

Payment methods

Addresses

Account Details

Logout

Child information

First Name *

Last Name *

Mobile number *

How many child? *

1

Name Of Student *

Child BC Last 4 Alphanumeric *

Your child's school *


Xingnan Primary School

Class/Center *

Submit

Step 4 – Online Purchase – Please select the item of your choice.

- Select the size(s) that you’d like to purchase. Press the plus(+) or minus(-) button to increase or decrease the quantity to purchase. Then click “Add to cart”.




Online PurchaseSize SelectionFAQAbout UsContact UsMy AccountLogout

Xingnan Primary School

1. Home / 2. School / 3. Primary / 4. Xingnan Primary School

Sort by: Default Order


Show 12 Products



Xingnan Primary Unisex T-Shirt

\$7.00


Select optionsDetails



Xingnan Primary Male Shorts

\$8.00 – \$12.00


Select optionsDetails



Xingnan Primary Female Skorts

\$9.00 – \$14.00


Select optionsDetails



XNPS for FAS Students only

\$0.00


Select optionsDetails



Xingnan Primary School Name Tags

\$3.50 Price include 9% GST


Select optionsDetails



Xingnan Primary Unisex White Shoes

\$15.00 – \$16.00 Price include 9% GST

Select optionsDetails



Xingnan Primary Socks

\$2.00 Price include 9% GST

Select optionsDetails

Step 5 – When you are done, you can click on the shopping cart icon





to view your cart or to check out directly.

🛒 "Xingnan Primary Unisex T-Shirt" has been added to your cart.

[🛒 Continue shopping](#)

You Have 2 Items In Your Cart

Product	Price	Quantity	Subtotal	
 Xingnan Primary Female Skorts - 28	\$11.00	<div>- 1 +</div>	\$11.00	×
 Xingnan Primary Unisex T-Shirt - 32	\$7.00	<div>- 1 +</div>	\$7.00	×

Have A Promotional Code?

Coupon code

[Apply coupon](#)

Cart totals

Subtotal **\$18.00**

Shipping


☒ Self collection at School
☐ Home Delivery: \$6.00
Shipping options will be updated during checkout.

Total **\$18.00**

[Update cart](#)

[Proceed to checkout](#)

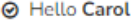
Step 6 – Please check that you have provided the full and correct shipping information (especially contact number and shipping address) to ensure that your order can reach you safely and on time.




[Online Purchase](#) [Size Selection](#) [FAQ](#) [About Us](#) [Contact Us](#) [My Account](#) [Logout](#) [4](#) [Q](#)

Checkout

1. Home / 2. Checkout


(not Carol? [Sign Out](#))

Need Assistance? Visit our [FAQ](#) or Live Chat



Have A Promotional Code?

Coupon code

Apply coupon

Billing & Shipping Details

First name *

Carol

Last name *

Lau

Phone *

Email address *

carollau1965cl@gmail.com

Street address *

Block number & street name

Unit number

Building name (optional)

Postcode / ZIP *

Country / Region * Singapore



☐ Ship to a different address?

Step 7 - After keying in your shipping information, please review your order before making payment. Once you are ready, you would need to key in your credit card details, and then click “Place order” to proceed for payment.




Shipping – Flat Rate \$6.54

Delivery Information

Your order

Product	Subtotal
 Xingnan Primary Unisex T-Shirt - 30 x 1	\$7.00
 Xingnan Primary Female Culottes - 30 x 1	\$11.00
<hr/>	
Subtotal	\$18.00
Shipping	Flat rate: \$6.54
Total	\$24.54 (includes \$2.03 GST 9%)

PayNow QR & Credit Card



You will be redirected to HitPay Payment Gateway for payment

Your personal data will be used to process your order, support your experience throughout this website, and for other purposes described in our [privacy policy](#).

If your order consists of BOTH backorder and in-stock items, all items will only be shipped when the backorder item arrives. If you would like the in-stock item(s) to be shipped first, kindly place a separate order for the backorder items.

ALL UNIFORMS EXCHANGE MUST BE DONE within 14 calendar days from receiving your order from our courier partner, the exchange is to be done through mailing or walk-in to the showroom.

PLEASE CHECK THROUGH YOUR ORDER BEFORE MAKING PAYMENT. THERE IS STRICTLY NO REFUND AFTER SUCCESSFUL PAYMENT.

PLEASE BE PUNCTUAL FOR YOUR SELECTED SELF COLLECTION DATE AND TIME AS THE APPOINTMENT IS FIXED DUE TO LIMITED SLOTS.


Customers should be able to receive their order within 7 to 10 working days after successful payment except for textbooks orders which is indicated in the list.

☐ I have read and agree to the above statement and the website [terms and conditions](#).

Place order

Step 8 – Make Payment via PayNow or Card

Back






You are paying
SGD 15.54
Asencio Pte Ltd
Amount

PayNow | Contact Us | Privacy Policy


Email
uniform@asencio.com.sg

Select Payment Method

 CARD 



Scan above QR code using your Internet banking app



Payment will be made to YOUR PROVIDED "ASSIGNED ACCOUNT" in name of "Asencio Pte Ltd"

Waiting for payment...

Step 9 – Click on My Account > Orders to see status (Example enclosed)

The screenshot shows the ASECIO website's 'My Account' page. The top navigation bar includes links for 'Online Purchase', 'Textbooks/Bookshop', 'Size Selection', 'FAQ', 'About Us', 'Contact Us', and 'My Account' (which is highlighted with a red box). Below the navigation bar, the 'My account' section is displayed. On the left, there's a user greeting 'Hello dior' with a 'Sign Out' link. In the center, there's a link to 'Need Assistance? Visit our FAQ or Live Chat'. On the right, there's a 'VIEW CART' button. Below this, a horizontal menu shows 'Dashboard', 'Account holder info', 'Orders' (highlighted with a red box), 'Payment methods', 'Addresses', 'Account Details', and 'Logout'. The 'Orders' section is active, showing a table with one order: Order #200375, dated September 9, 2025, with a status of 'Cancelled'. The total amount is \$15.54 for 1 item. The order is currently 'Awaiting Shipment Update'.

Order	Date	Status	Delivery Details	Total	Actions	Aramex Tracking
#200375	September 9, 2025	Cancelled		\$15.54 for 1 item	View >	Awaiting Shipment Update

Step 10 - Once your payment is successful, you will receive an automated email from our system with your order details. Do check your inbox, junk mail and spam folder for the email.

Showroom address for walk-in purchase:

120 Hillview Avenue #05-02 Kewalram Hillview
Singapore 669594
Operating hours: 9am – 5pm (Mon-Fri) | 9am – 1pm (Sat)
Closed on Sunday, Eve of PH and PH.

MRT: Hillview MRT station (Bus 176, 963, 970)/
Bukit Batok Station (Bus 173)

Payment modes accepted for walk-in purchases
(Showroom) Cash, Credit Card, PayNow and PayLah! Only

For enquiries:

Phone: 67643102

Email: uniforms@asencio.com.sg