

The Methodist Church in Singapore

新加坡基督教衛理公會

சிங்கப்பூர் மெதடிஸ்ட் திருச்சபை

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2019 PRIMARY ONE REGISTRATION FOR ADMISSION IN 2020

FORM FOR CHURCH MEMBER

- To: The Principal,
- Anglo-Chinese School (Junior)
 - Anglo-Chinese School (Primary)
 - Fairfield Methodist School (Primary)
 - Geylang Methodist School (Primary)
 - Methodist Girls' School (Primary)
 - Paya Lebar Methodist Girls' School (Primary)

This is to state that _____

NRIC No. _____ member of _____

Methodist Church since _____, wishes to register *his/her child for

Primary One Class in 2020.

Name of Child: _____ **Sex:** *M / F

Date of Birth: _____ **Birth Certificate No.:** _____

Name of Pastor-In-Charge: _____

Signature of Pastor-In-Charge: _____

Rubber Stamp of Church

Date: _____

*Delete where appropriate

2019 PRIMARY ONE REGISTRATION EXERCISE

For children who are Singapore Citizens or Singapore Permanent Residents.

WHO CAN PARTICIPATE?

Children born between **2 January 2013** and **1 January 2014 (both dates inclusive)** can participate in the 2019 Primary One Registration Exercise for admission to Primary One classes in 2020.

PHASE 2B

For a child whose parent is a member endorsed by the church directly connected with the primary school.

Registration Venue:

Registration will be conducted at the primary school that you wish your child to be admitted into.

Registration Dates:

22 July 2019, Monday
23 July 2019, Tuesday

Registration Hours:

8.00 am to 11.00 am
2.30 pm to 4.30 pm

Announcement of Results:

26 July 2019, Friday

DOCUMENTS REQUIRED AT THE TIME OF REGISTRATION

Parents are to submit the registration form and required documents at the school of choice. The **originals** of each required document must be produced at the school of choice at the time of registration.

A Singapore Citizens

1. The child's Birth Certificate.
2. The child's Singapore Citizenship Certificate for those who are not Singapore Citizens at the time of birth.
3. Singapore NRIC of both parents or Entry / Re-entry Permits of parents if they do not possess Singapore NRIC.
4. The child's Immunisation Records.

B Singapore Permanent Residents

1. The child's Birth Certificate.
2. The child's Entry/Re-entry Permit.
3. Singapore NRIC of both parents or Entry/Re-entry Permits of parents if they do not possess Singapore NRIC.
4. The child's Immunisation Records.

C Immunization Records

All parents should produce the immunisation records (BCG, diphtheria, pertussis, tetanus, poliomyelitis, measles, mumps, rubella and Hepatitis B) of their children at the time of registration. Documentary evidence of immunisation can be downloaded from the [National Immunisation Registry website](#).

With reference to Singapore's National Childhood Immunisation Schedule, all children (Singapore Citizens and Non-Singapore Citizens) should have **completed** the recommended immunisations before entry into Primary One.

For enquiries on immunisation requirements, parents can contact the Health Promotion Board at 1800-223-1313 or e-mail to hpb_nir@hpb.gov.sg

D Letter of Authorization

Parents can authorise a person to register their child on their behalf. An original [letter of authorisation](#) is required from the parent.

E Alternative Child-Care Arrangement Declaration

A declaration of alternative child-care arrangements is required for parents who wish to register their child using the address of the child's grandparent or the parent's sibling. i.e. caregiver, and the address is within 2 km from the school of choice.

Eligibility Criteria

- Both parents are working full-time at the time the declaration was made; and
- The child is under the care of a grandparent or a parent's sibling.

Declaration Details & Required Documents

Step 1: Download and complete **two** declaration forms (one form for the caregiver **and** one form for the child's parents):

- [Declaration form for Caregiver;](#)
- [Declaration form for Parent](#)

Step 2: One parent is required to submit both declaration forms and necessary documents in-person at MOE Customer Service Centre (CSC) from 8 July 2019 (Monday) to 1 August 2019 (Thursday) at the following periods (i) 9.00 am to 4.00 pm, Mondays to Fridays and (ii) 9.00am to 12 noon on Saturdays. The caregiver **does not need** to be physically present at MOE CSC.

In addition to the two completed forms, parents are to bring along the **originals** of the following documents:

- Identity card of **both** parents
- Identity card of the caregiver i.e. child's grandparent or the parent's sibling
- Birth certificate of the child to be registered for admission to school
- Documents to prove the relationship between the parent and the child's grandparent or the parent's sibling:
 - Birth Certificate; and
 - Marriage Certificate (where applicable)
- Photocopies of the passport / NRIC / overseas employment letter for parent/s who are currently overseas

F Proof of Purchase of Yet-to-be Completed Property

A certified true copy of the Sales and Purchase document is required if the address of a yet-to-be completed private property is used for registration. The date of commitment by the developer in the Vacant Possession Date (VPD) has to be within two years of the child's entry into Primary One. In the case of a yet-to-be completed HDB flat, the 'New Flat' printout from My HDBPage is required. The Delivery Possession Date (DPD) of the flat has to be within two years of the child's entry into Primary One.

Parents must undertake and move into the new property within two years of the child's entry into Primary One.

How to retrieve the 'New Flat' printout from My HDBPage?

1. Log on to [My HDBPage](#)
2. Select 'My Flat', followed by 'Application Status' and 'New Flat'.
3. Print out the 'New Flat' page.

G Use of a Resale Property

An exercised Option-To-Purchase (OTP) together with the buyer's stamp duty certificate is required for families who are in the midst of completing their purchase of the resale private property. In the case of a resale HDB property, the resale application status indicating that HDB has received your application to buy a resale flat is required. The resale flat status can be retrieved and printed from the [HDB Resale Portal](#) under HDB e-Services.

Parents must undertake and move into the new property by 2 January of the admission year.

H Proof of Overseas Posting

Overseas Singaporeans who wish to register their children for Primary One are to produce written evidence of overseas posting. More information on the registration procedures for Overseas Singaporeans can be found on <https://www.moe.gov.sg/admissions/primary-one-registration/overseas-singaporeans>.

I Proof of Marital Situation

Relevant Court Orders and any other supporting documents to prove the marital situation (e.g. divorced / separation papers, child custody orders) are required if parents are separated / divorced.

At the point of registration, the registering parent will also be required to sign a Letter of Undertaking where he or she will undertake to resolve any disputes should the other parent dispute the choice of school.

For parents with joint custody of the child, the parent who registers the child will be required to produce a signed [Letter of Consent](#) from the other parent.

J Documents to Show Eligibility for Phase 2B

A letter from the Pastor-In-charge of The Methodist Church to certify that the parent is a member endorsed by the church directly connected to the school must be provided.