



REGISTRATION FORM

YEAR OF ENTRY APPLIED FOR (PLEASE TICK YEAR)			
YEAR 1 <input type="checkbox"/>	YEAR 2 <input type="checkbox"/>	YEAR 3 <input type="checkbox"/>	YEAR 4 <input type="checkbox"/>
IBF <input type="checkbox"/>	IB1 <input type="checkbox"/>	IB2 <input type="checkbox"/>	
Documents to be submitted <input type="checkbox"/> Singaporean – copy of NRIC and birth certificate Singapore PR – copy of NRIC and passport International Student– copy of passport and dependant/student/LTSV pass <input type="checkbox"/> copy of last academic certificate result obtained (such as PSLE/GCE “O” Level/IGCSE or other overseas certification, if applicable) <input type="checkbox"/> copy of latest school results and the preceding two years <input type="checkbox"/> Registration fee of S\$ 321.00 (inclusive of GST)		How did you learn about Hwa Chong International School? <input type="checkbox"/> Advertising <input type="checkbox"/> Website <input type="checkbox"/> Friends/relatives <input type="checkbox"/> Exhibition/Seminar <input type="checkbox"/> Newsletter <input type="checkbox"/> Referred by Agent Name of Agent: _____	
APPLICANT'S PARTICULARS			
Full Name (as printed in NRIC/Passport) Underline Surname		Name in Chinese Character (if applicable)	
Date of Birth	Country of Birth	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Race
LOCAL/SPR APPLICANT			
<input type="checkbox"/> Singapore Citizen	NRIC No./Birth Certificate	Passport No.	Passport Expiry Date
<input type="checkbox"/> Singapore Permanent Resident (SPR)	NRIC No.	NRIC Expiry Date	Passport No. Passport Expiry Date
INTERNATIONAL APPLICANT			
<input type="checkbox"/> Foreign applicant , please indicate nationality _____ <input type="checkbox"/> Dependant pass <input type="checkbox"/> Student pass <input type="checkbox"/> Long-term social visit pass (LTSV) <input type="checkbox"/> Social visit pass			
FIN No.	Pass Expiry Date	Passport No.	Passport Expiry Date
SCHOOL (CURRENT or LAST ATTENDED SCHOOL NAME AND ADDRESS)			
Name of School			Current Level
Address			Postal Code
Has the student ever been suspended or expelled from school? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please state reason. _____			
PARENTS/GUARDIAN PARTICULARS			
Father's Name	Email address	Mobile:	Home/Office No.:
Mother's Name	Email address	Mobile:	Home/Office No.:
Guardian's Name	Email address	Mobile:	Home/Office No.:
_____ <input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Guardian Parent/Guardian Signature Relationship Date			
FOR OFFICIAL USE			
Date Admitted _____	Starting Term _____	Intake Year _____	
Admission Status: Level _____	Results: Maths _____	English _____	
<input type="checkbox"/> Rejected <input type="checkbox"/> Offered	Remarks: _____	Receipt No.: _____	

STUDENT ADMISSION

Admission Requirements

Academic : For Local Applicants

- Primary School Leaving Examination (PSLE) certificate for Year 1 admission; or
- GCE "O" Level or IGCSE results or certificate for IB1 admission; or
- Achievement of reasonable academic results from the preceding level for admission to levels other than Year 1 and IB1.

For International Applicants

- Overseas equivalent of the above.

Age : The minimum age requirement for admission to Year 1 is 12 years old as at 1st January of the respective academic year. The applicant must not be more than 2 years or 4 years above the minimum age for foreign and local applicants respectively.

Permissible age range for subsequent levels shall increase accordingly in the same manner as stated above.

Admission Test : (1) Applicants will be tested for English and Mathematics proficiency by taking a written test of about 1 to 1.5 hours each. The applicant will be tested on content covered in the respective preceding year of study for the level applied; and

(2) A one-to-one conversational interview conducted in English for about 15 minutes.

Applicants with local or internationally recognised academic certificates may be exempted from the test for English and Mathematics based on our assessment of their academic results. Applicants who do not meet our assessment criteria will be notified to sit for the English and Mathematics test.

If you are interested to apply, please refer to our Admission Procedures set out in Annex A.

Admission Procedures

Registration : Submission of Registration Documents before the respective registration deadline by email, fax or in person to our Administration Office.

Please refer to our website (www.hcis.edu.sg) for the Admission Test Schedule and the registration deadline.

Registration Documents include:

- (1) Completed Registration Form;
- (2) Copy of NRIC and birth certificate for Singapore Citizen; or
Copy of NRIC and passport for Singapore Permanent Resident (SPR); or
Copy of passport and dependent pass/student pass/long-term social visit pass (for international students);
- (3) Last certificate of academic results obtained (such as PSLE, GCE "O" Level, IGCSE or other equivalent overseas certification, if applicable);
- (4) Copy of latest school results and the preceding two years; and
- (5) Registration fee of S\$321 (inclusive of GST) payable by cheque to "Hwa Chong International School" or make the payment by NETS or credit card at our Administration Office.

Please provide English translated copies if any of the above documents are not in English.

Admission Test : The admission test will be held on the first working Friday of each month. If the Friday is a Singapore Public Holiday, it will be conducted on the following Friday.

Please refer to the Admission Test Schedule on our website (www.hcis.edu.sg) for test dates and Admission Test Information for more information on test nature and content.

Offer of Admission : Parents/Guardians will be notified of the outcome of admission test by email not later than 7 working days after the admission test.

Acceptance : Successful applicants will need to sign the Acceptance Form in our offer letter with the first payment.

International applicants who do not have a dependent pass will need to apply for the student pass with the Immigration and Checkpoint Authority of Singapore (ICA). We will provide assistance on the online application upon acceptance of our offer.

Boarding : Our offer of admission includes boarding for all international applicants.

Fees : Please refer to Tuition Fee Structure (Annex B) and Boarding Fee Structure (Annex C) for details of first payment and fees.

Tuition Fee Structure

Registration Fee

Registration Fee	S\$321 ⁽¹⁾
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The registration fee is strictly non-refundable. The registration fee pays for the English and Mathematics admission tests and interview.

Security Deposit ⁽²⁾

Security Deposit	S\$5,000
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Acceptance Fee

Acceptance Fee	S\$5,350 ⁽¹⁾
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The acceptance fee is a one-time payment and is non-refundable.

Tuition Fee ⁽²⁾

Tuition fee are collected termly.

	Semesterly	Annually
Year 1 to 4 and IBF	S\$9,630 ⁽¹⁾	S\$19,260 ⁽¹⁾
IB1 and IB2	S\$10,914 ⁽¹⁾	S\$21,828 ⁽¹⁾

Miscellaneous Charges

The tuition fee does not include any other charges that may be incurred for items like medical health check, student pass, visa, school uniform, textbooks, photocopy of notes, examination fee, excursions, overseas trips, etc.

First Payment upon Acceptance of Offer:

Security Deposit ⁽²⁾	S\$5,000	
Admin Fee	-	
Acceptance Fee	S\$5,350 ⁽¹⁾	
Tuition Fee ⁽²⁾ 1 Semester (20 weeks)	Year 1 to 4 and IBF	IB1 and IB2
	S\$9,630 ⁽¹⁾	S\$10,914 ⁽¹⁾

First Payment to be Payable:

- By cheque - payable to "Hwa Chong International School"; or
- By Telegraphic Transfer

Payee: Hwa Chong International School

Bank: Oversea-Chinese Banking Corporation Limited
63 Chulia Street, #02-00 OCBC Centre East
Singapore 049514

Account No: 591-847819-001

Bank Swift Code: OCBCSGSG

The amount transferred into the school's bank account must include all bank charges.

Subsequent Payments of Tuition Fees:

Subsequent payments of tuition fees are to be paid by Interbank GIRO (IBG) through a bank account opened and maintained with a GIRO participating bank in Singapore.

Notes:

(1) Amount is inclusive of 7% GST.

(2) Security deposit and fees refund are subject to the school's refund policy.

Our fees are subject to change.

Boarding Fee Structure**Admin Fee**

Admin Fee	S\$321 ⁽¹⁾
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The admin fee is strictly non-refundable.

Security Deposit ⁽²⁾

Security Deposit	S\$3,000
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Acceptance Fee

Acceptance Fee	S\$3,745 ⁽¹⁾
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The acceptance fee is a one-time payment and is non-refundable.

Boarding Fee ⁽²⁾

Boarding fee are collected per semester

	Per Semester	Annually
3-bedded (air-conditioned)	S\$10,272 ⁽¹⁾	S\$20,544 ⁽¹⁾

Boarding fee include accommodation, meals, laundry, internet access and supervision by full-time HCIS Resident Mentors.

First Payment before check-in:

Security Deposit ⁽²⁾	S\$3,000
Admin Fee	S\$321 ⁽¹⁾
Acceptance Fee	S\$3,745 ⁽¹⁾
Boarding Fee ⁽²⁾ 1 Semester	S\$10,272 ⁽¹⁾

First Payment to be Payable:

- By cheque - payable to "Hwa Chong International School"; or
- By Telegraphic Transfer

Payee: Hwa Chong International School

Bank: Oversea-Chinese Banking Corporation Limited

63 Chulia Street, #02-00 OCBC Centre East

Singapore 049514

Account No: 591-847819-001

Bank Swift Code: OCBCSGSG

The amount transferred into the school's bank account must include all bank charges.

Subsequent Payments of Boarding Fees:

Subsequent payments of boarding fees are to be paid by Interbank GIRO (IBG) through a bank account opened and maintained with a GIRO participating bank in Singapore.

Notes:

(1) Amount is inclusive of 7% GST.

(2) Security deposit and fees refund are subject to the school's refund policy.
Our fees are subject to change.