



## STUDENT APPLICATION FORM

### Programme Applied for:

Cambridge Primary Programme ☐ Year 1 ☐ Year 2 ☐ Year 3 ☐ Year 4 ☐ Year 5

Cambridge Lower Secondary Programme ☐ Year 6 ☐ Year 7 ☐ Year 8

Cambridge International General Certificate of Secondary Education (IGCSE) ☐ Grade 9 ☐ Grade 10

Cambridge International Advanced Subsidiary Level and Advanced Level (AS/A Level) ☐

Registration No: \_\_\_\_\_ Intended Joining Month : \_\_\_\_\_

PHOTO  
PREVIEW  
HERE

### PART A: STUDENT INFORMATION

First Name		Last Name	
Date of Birth	Age	Gender <input type="checkbox"/> Male / <input type="checkbox"/> Female	
Nationality	Country of Birth	Province/State	
Race	Religion	Residential Status <input type="checkbox"/> Local <input type="checkbox"/> PR <input type="checkbox"/> DP <input type="checkbox"/> LTVP <input type="checkbox"/> STP	
Passport No.		Passport Expiry Date	
NRIC/FIN No.		FIN Expiry Date	
Current School Name & Country			
Current Grade Level		Second Language	<input type="checkbox"/> Hindi / <input type="checkbox"/> Tamil / <input type="checkbox"/> French

### PART B: PARENT OR GUARDIAN INFORMATION

#### Father Details

First Name	Last Name
Nationality	Date of Birth
NRIC/FIN No.	Residential Status <input type="checkbox"/> EP <input type="checkbox"/> SP <input type="checkbox"/> WP <input type="checkbox"/> DP <input type="checkbox"/> LTVP <input type="checkbox"/> SG Citizen <input type="checkbox"/> PR
Singapore Mobile No.	Email Address

#### Mother Details

First Name	Last Name
Nationality	Date of Birth
NRIC/FIN No.	Residential Status <input type="checkbox"/> EP <input type="checkbox"/> SP <input type="checkbox"/> WP <input type="checkbox"/> DP <input type="checkbox"/> LTVP <input type="checkbox"/> SG Citizen <input type="checkbox"/> PR
Singapore Mobile No.	Email Address



### CURRENT HOME ADDRESS

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Is student going to stay with parent during course of study: ☐ Yes / ☐ No

If No, please provide **Guardian Details**: Relationship with Student: \_\_\_\_\_

First Name	Last Name
Nationality	Date of Birth
NRIC/FIN No.	Residential Status <input type="checkbox"/> EP <input type="checkbox"/> SP <input type="checkbox"/> WP <input type="checkbox"/> DP <input type="checkbox"/> LTVP <input type="checkbox"/> SG Citizen <input type="checkbox"/> PR
Singapore Mobile No.	Email Address

### PART C: EMERGENCY CONTACTS AT A GLANCE (Other than Parents)

Name	Relationship	Mobile Number

### PART D: SIBLING INFORMATION

Please provide the names of siblings (either current, former, or future learners).

Name	Relationship	Date of Birth
	<input type="checkbox"/> Brother <input type="checkbox"/> Sister	
	<input type="checkbox"/> Brother <input type="checkbox"/> Sister	
	<input type="checkbox"/> Brother <input type="checkbox"/> Sister	

### PART E: STUDENT LANGUAGE INFORMATION

Can your child communicate and write in English? ☐ Yes / ☐ No

Other Language spoken? Please specify \_\_\_\_\_

Is there any additional information that you would like to share? \_\_\_\_\_

\_\_\_\_\_



## PART F: STUDENT'S MEDICAL / LEARNING CHALLENGES / BEHAVIOURAL DIFFICULTIES

Does your child have any of the above-mentioned condition?

☐ Yes / ☐ No

If Yes, you are required to fill up a medical information form separately.

Please state any dietary restrictions or requirements that apply to your child and explain the reasons:

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## PART G: AUTHORIZATION FOR PICKUP

☐ my child will be taking the school bus

☐ my child will be picked up by: (1) \_\_\_\_\_ (2) \_\_\_\_\_

***Identification is required for pickup***

## PART H: PARENT/GUARDIAN RESPONSIBILITIES:

- I/We will inform the School about any serious medical condition of the learner, either existing or arising.
- I/We will inform the School immediately of changes of address or telephone number of parents/guardians.
- I/We agree that we and our child/children will follow all school policies/regulations. We understand that violation of school policies or regulations will result in the application of school sanctions, ranging from reprimand to permanent suspension as set forth in the Student Handbook.
- I/We agree to settle all financial obligations as they come due.
- I/We agree to give the school a minimum of two-month's notice of withdrawal or two-month's fee in lieu of notice.

## PART I: HOW DID YOU GET TO KNOW ABOUT THIS PROGRAM?

☐ KKIS's Website

☐ Recruitment Agent

☐ Facebook

☐ Word-of Mouth

☐ Others (please specify: \_\_\_\_\_)

**PART J: STUDENT PASS APPLICATION**    ☐ N.A.

Financial Support Information			
Father		Mother	
Average Monthly Income for the past 6 months	SGD	Average Monthly Income for the past 6 months	SGD
Current Saving	SGD	Saving	SGD

For Singapore Citizen / Permanent Resident Parents ☐ N.A.

Father		Mother	
Marriage Information			
Marriage Certificate No.		Marriage Date	
Divorce Certificate No.		Divorce Date	
Educational Details			
Name of School		Name of School	
Highest Qualification		Highest Qualification	
Certificate No.		Certificate No.	
Employment Details			
Name of Company		Name of Company	
Monthly Income	SGD	Monthly Income	SGD
Annual Income for the past 1 year	SGD	Annual Income for the past 1 year	SGD
Average monthly CPF contribution for the past 1 year	SGD	Average monthly CPF contribution for the past 1 year	SGD

**Antecedent of Student:**Have you ever been refused entry into or deported from any country/place, including Singapore?    ☐ Yes ☐ NoHave you ever been convicted in a court of law in any country/place, including Singapore?    ☐ Yes ☐ NoHave you ever been prohibited from entering Singapore?    ☐ Yes ☐ NoHave you ever entered Singapore using a different Passport or Name?    ☐ Yes ☐ No

## PART K: PRE-COURSE COUNSELLING CHECKLIST

(To be explained by the Student Admission or Agent with the applicant, please tick (✓) or indicate "NA" below the box if not applicable)

1. School & Course Information	
<input type="checkbox"/>	Applicant has been briefed on KKIS Information <ul style="list-style-type: none"> <li>- Vision, Mission, Values and Culture</li> <li>- Organisation Structure</li> <li>- Location, Facilities &amp; Infrastructure</li> <li>- Student Support Services</li> </ul>
<input type="checkbox"/>	Applicant has been briefed on Course Information <ul style="list-style-type: none"> <li>- Course Intakes, Duration, Modules, Course Outline, Course timetable</li> <li>- Assessment Mode, schedule, weighting</li> <li>- Course Entry Requirements including English Language Requirements,</li> <li>- Name of Award, Awarding Body, Criteria, and Academic progression</li> <li>- Attendance Rate</li> </ul>
<input type="checkbox"/>	Applicant has been briefed on Assessment Information <ul style="list-style-type: none"> <li>- Mode of Assessment &amp; Schedule</li> <li>- Appeal Process &amp; Re-assessment</li> </ul>
<input type="checkbox"/>	Applicant has been briefed on Course Application Information <ul style="list-style-type: none"> <li>- Procedures</li> <li>- Documents required:               <ul style="list-style-type: none"> <li>a) Student                   <ul style="list-style-type: none"> <li>• 1 recent passport-sized photograph with white background</li> <li>• Photocopy of passport pages showing his/her particulars and travel documents date of validity (at least 1 year)</li> <li>• Photocopy of Dependent Pass / Long-term Visit Pass / Student Pass</li> <li>• Photocopy of Birth Certificate</li> <li>• Photocopy of Transfer Certificate / Leaving Certificate</li> <li>• Photocopy of Report Cards for previous grade pass</li> <li>• Photocopy of Medical Report if applicable</li> <li>• Other Documents to support the admission</li> </ul> </li> <li>b) Parents / Guardian                   <ul style="list-style-type: none"> <li>• Photocopy of passport pages showing his/her particulars and travel documents date of validity (at least 1 year)</li> <li>• Photocopies of NRIC / Work Pass / Dependent's Pass</li> </ul> </li> </ul> </li> </ul> <p>Note:</p> <ul style="list-style-type: none"> <li>• Official translations are mandatory if the documents below are not in English.</li> <li>• Documents submitted must be clear and legible</li> </ul>
2. Fees Payable and Payment Methods	
<input type="checkbox"/>	Applicant has been briefed on the tuition fees, non-tuition fees, and miscellaneous fees payable to KKIS.
<input type="checkbox"/>	Applicant has been briefed on the payment modes and methods acceptable by KKIS only, and that all payments must be made to KKIS only <p>Payment Mode:</p> <ul style="list-style-type: none"> <li>- Cash / NETS / Credit Card / GIRO</li> <li>- Cheque / Cashier's Order (Payable to Kindle Kids International School Pte Ltd)</li> <li>- Internet Banking Transfer / Telegraphic Transfer</li> <li>- Paynow UEN: 201733306C001</li> </ul> <p>KKIS's Bank Account Details</p> <p><b>Account Name</b> : Kindle Kids International School</p> <p><b>Bank Name</b> : United Overseas Bank (UOB) <b>Account Number</b> : 365-308-683-9</p> <p><b>Swift Code</b> : UOVBSGSG</p> <p><b>Bank Address</b> : 80 Raffles Place Singapore 048624</p>
<input type="checkbox"/>	Applicant has been informed NOT to pay course fees through Agent.



<b>3. Student Contract and Fee Protection Scheme (FPS)</b>											
<input type="checkbox"/>	Applicant has been briefed that payment can only be made after the Advisory Note and Student Contract is signed and dated.										
<input type="checkbox"/>	Applicant has been briefed about the Fee Protection Scheme (FPS) provided by KKIS										
<b>4. School Policies and Procedure</b>											
<input type="checkbox"/>	Applicant has been briefed about the Transfer, Withdrawal & Deferment Policy & Procedures										
<input type="checkbox"/>	<p>Applicant has been briefed about the Refund Policy and Procedures</p> <ol style="list-style-type: none"> <li>Student is entitled to full refund of the fees already paid if withdrawal is due to non-delivery of course: <ul style="list-style-type: none"> <li>• KKIS does not commence the provision of the Course on the Course Commencement Date.</li> <li>• KKIS does not complete the provision of the Course by the Course Completion Date.</li> <li>• KKIS terminate the Course before the Course Completion Date.</li> <li>• KKIS has not ensured that the student meets the course entry or matriculation requirements as stated in Schedule A, Student Contract.</li> <li>• The Student's Pass application is rejected by the ICA. (If applicable)</li> </ul> </li> <li>Student is entitled to refund amount stated in the Refund Policy if refund for withdrawal outside the Cooling-Off Period.</li> <li>Student will be refunded all Course Fees and Miscellaneous Fees paid if the student submits a written notice of withdrawal to KKIS within the <b>ten (10) calendar days cooling-off period</b>, regardless of whether the student has started the course or not.</li> <li>The refund processing time shall not take more than seven (7) working days from the day of receipt of the written notice requesting the refund. Application fee is non-refundable.</li> </ol> <table border="1"> <thead> <tr> <th>% of [the amount of fees paid under Schedules B and C of student contract]</th> <th>If Student's written notice of withdrawal is received</th> </tr> </thead> <tbody> <tr> <td>80%</td> <td>More than 30 working days before the Course Commencement Date</td> </tr> <tr> <td>40%</td> <td>On or before, but not more than 30 working days before the Course Commencement Date</td> </tr> <tr> <td>0%</td> <td>after, but not more than 0 working days after the Course Commencement Date</td> </tr> <tr> <td>0%</td> <td>more than 0 working days after the Course Commencement Date</td> </tr> </tbody> </table>	% of [the amount of fees paid under Schedules B and C of student contract]	If Student's written notice of withdrawal is received	80%	More than 30 working days before the Course Commencement Date	40%	On or before, but not more than 30 working days before the Course Commencement Date	0%	after, but not more than 0 working days after the Course Commencement Date	0%	more than 0 working days after the Course Commencement Date
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0%	after, but not more than 0 working days after the Course Commencement Date										
0%	more than 0 working days after the Course Commencement Date										
<b>5. SkillFuture Singapore (SSG)</b>											
<input type="checkbox"/>	Applicant has been briefed about the SSG. SSG is to carry out its functions and powers relating to private education under the Private Education Act. SSG regulates the sector, provides student services, consumer education and facilitates capability development efforts to uplift standards in the local private education industry. <a href="https://www.ssg-wsg.gov.sg/">https://www.ssg-wsg.gov.sg/</a>										
<b>6. Additional Information to International Students</b>											
<input type="checkbox"/>	<p>Applicant has been briefed about</p> <ol style="list-style-type: none"> <li>Accommodation, cost of living and general healthcare services in Singapore</li> <li>General Healthcare in Singapore (Polyclinics, GPs, Major hospitals)</li> <li>Relevant Singapore laws (Smoking, Drugs, Trafficking, Littering and others)</li> </ol>										
<input type="checkbox"/>	<p>Applicant has been briefed about</p> <ol style="list-style-type: none"> <li>Brief on student pass applications and procedures consisting of registration, collection, renewal, cancellation, and online applications.</li> <li>The approval of student's pass application is dependent on ICA Singapore. KKIS DOES NOT GUARANTEE any success rate of approval.</li> <li>ICA will be informed, and student pass/visa will be cancelled if the attendance is lower than 90% in any month of the course or for a continuous period of 7 days or more without any valid supporting document &amp; reason</li> <li>Violation of ICA Regulation with illegal employment, paid or unpaid</li> </ol>										



## PART L: PARENT'S DECLARATION

- ☐ I declare that I have read and/or understood all the information provided by KKIS on the pre-course counselling.
- ☐ I understand that the Registration fee & Admin Fee are non-refundable.
- ☐ I declare that all details provided by me are true and correct to the best of my knowledge. I accept that any wilful dishonesty may render the refusal of this application or termination of my enrolment at any stage.
- ☐ I give consent to KKIS for use of my child/ward images and any related materials for the purpose of training, assessment, documentation, and marketing activities on KKIS's media and documents.
- ☐ I give consent to the collection, use and disclosing of personal data by the KKIS for the purpose of processing my application for study and administration, subject to the provisions of the Personal Data Protection Act (PDPA). A copy of the Privacy Statement is available on the KKIS's website at [kindlekids.sg](http://kindlekids.sg)

\_\_\_\_\_  
Name of Parent / Guardian

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

## PART M: DECLARATION BY STUDENT ADMISSION STAFF / RECRUITMENT AGENT

I, on behalf of KKIS, declare that I have supplied information and clearly explained to the applicant with regards to the items specified in the pre-course counselling checklist.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## PART N: FOR OFFICIAL USE ONLY

<p>Meet Minimal Age Requirements : <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Meet Minimal English Entry Requirements : <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Meet the Course Entry Requirements : <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Second Language Selection: <input type="checkbox"/> Hindi <input type="checkbox"/> Tamil <input type="checkbox"/> French</p> <p>Remarks (if any): _____</p>	<p>Place offered: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>Recommended by School Coordinator</b></p> <p>Signature:</p> <p>Name: Ms. Asha Devi / Ms. Sunitha Srinivas</p> <p>Date:</p>	<p><b>Approved by Head of School</b></p> <p>Signature:</p> <p>Name: Dr. Senjuti Goswami</p> <p>Date:</p>