

**Checklist of Documents for Admission of Singapore Citizens to  
Foreign System Schools (FSS) / Private Education Institutions (PEI)**

Name of child: \_\_\_\_\_

S/N	Description		
<b>Mandatory Documents</b>			
1	(a) School cover letter and (b) PEI Application Form (completed by parents)		
2	Parents' letter to school stating the reason(s) for seeking admission to FSS/PEI		
3	<b><u>For child who is born a Singapore Citizen</u></b> Child's Birth Certificate		
	<b><u>For child who is not a Singapore Citizen at time of birth</u></b> <ul style="list-style-type: none"> <li>• Child's Birth Certificate and translated English copy if applicable</li> <li>• Singapore Citizenship Certificate</li> </ul>		
4	Child's completed education history – <b>Annex C</b> (To enclose all previous and current school report cards or transcripts)		
5	<b><u>For parents who are Singapore Citizens</u></b> Parents' Singapore Citizen Identification Card or valid Singapore Passport, and if applicable, Singapore Citizenship Certificate		
	<b><u>For parents who are foreigners</u></b> Parents' valid non-Singapore Passport		
<b>Provide if applicable</b>			
<b>Please tick accordingly</b>			
6	Child's valid non-Singapore passport (for child with foreign citizenship)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7	Child's medical report(s) with diagnosed medical conditions	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8	Letter from employer of parents who have returned from overseas	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**To be completed by parent/guardian of child**

In the event my child is admitted to the school, I hereby give consent to provide the Government of Singapore with such additional information or documents that may be required by the Government of Singapore so as to enable the Government of Singapore to satisfy itself as to my child's enrolment and continued enrolment in the school, including (but not limited to) records of my child's enrolment in the school, my child's attendance records at the schools, and any form notifying that my child has been withdrawn from the school for the purpose of assessing my application.

I hereby also authorise the school to provide the Government of Singapore, at its request, any of the abovementioned information or documents.

\_\_\_\_\_  
Name and Signature of Parent/Guardian

\_\_\_\_\_  
Date

**To be completed by FSS/PEI Officer:**

I verify that the above application documents submitted to the Ministry of Education are certified true copies.

Name

Contact No.

Email Address

Signature

Date