

# APPLICATION FORM

Thank you for your interest in enrolling your child at Nexus International School (Singapore). This application form contains all the information that you will need for your child's admission. If you have any questions, please contact our Admissions Office.

## Nexus International School (Singapore)

201 Ulu Pandan Road, Singapore 596468

**t** 65 6536 6566 **f** 65 6536 6866

[admissions@nexus.edu.sg](mailto:admissions@nexus.edu.sg)

[www.nexus.edu.sg](http://www.nexus.edu.sg)

## Confidentiality, Security Policy and the Personal Data Protection Act (PDPA)

It is the School's policy to treat all student data as confidential and strictly for internal use only. The School will use the personal data that it collects only for the purposes indicated. In the event that the School intends to use data provided for other purposes beyond the original intent of data collection, the School will seek the written permission from parents and/or guardians before using the data unless requested by government agencies.

Personal data in Singapore is protected under the Personal Data Protection Act 2012. The School's policies and procedures have been reviewed to comply with the PDPA. If you have any queries regarding PDPA or your personal data, please email the Data Protection Officer: [dpo@nexus.edu.sg](mailto:dpo@nexus.edu.sg).

Once your child is enrolled, to access, change or cancel your data, please contact [studentservices@nexus.edu.sg](mailto:studentservices@nexus.edu.sg), or follow the instructions in the Parent Portal.

## Overview of the Admission Process

A fully completed application will consist of the following documents:

- Application Form**
- Copy of applicant's school report for the past two (2) academic years (translated into English where required)**
- Application fees in full**
- Immunisation/Vaccination Report
- Letter of Reference (Academic/ Behaviour) from most recent school attended (only required if the previous reports do not have teacher's comments included)
- Copy of applicant's passport
- Copy of applicant's Dependent Pass / Student Pass (which can be supplied later when the process is complete if moving to Singapore)
- Copy of applicant's Birth Certificate / Family Booklet (translated into English where required)
- Copy of parent's passport(s)
- Copy of parent's Employment Pass / Dependent Pass
- Two (2) passport sized photographs (colour) of the student

Note: Where photocopies are provided, original copies of all documents must be available for inspection as and when requested by the School. The three key items we need to process your application and be able to offer a place (where applicable) are in **bold in this list**. Remaining documentation should then follow at your earliest convenience. As students join the School from countries and educational systems around the world, the exact age requirements for each year group vary. The final decision on the year group a student is to join will be dependent upon the admission test/interview at the time of application and previous school records.

For Office Use																				
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## APPLICATION FORM AND STUDENT PROFILE

### APPLICATION FOR ENTRY IN

Term 1 (Aug)  
  Term 2 (Oct)  
  Term 3 (Jan)  
  Term 4 (Apr)  
 (please  one only)

### STUDENT DETAILS

<b>Full Name (Underline Family Name)</b>	
Preferred Name (if different)	
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Date of Birth (dd/mm/yyyy)	
Country of Birth	Nationality
Passport Number	Religion
Mobile Number (if available)	
Mailing Address	
Home Country Address	
Holding (please <input checked="" type="checkbox"/> one only)	
<input type="checkbox"/> Student Pass (STP) <input type="checkbox"/> Dependent Pass (DP)	<b>For Student Pass/Dependent Pass holders only:</b> FIN No. Expiry Date
<input type="checkbox"/> Singapore Pink IC <input type="checkbox"/> Singapore Blue IC (PR)	
<input type="checkbox"/> Currently holds no pass but will be applying for:	
	<input type="checkbox"/> DP <input type="checkbox"/> STP <input type="checkbox"/> PR

### LANGUAGES

Is English Your Child's First Language?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Languages spoken at home (other than English)	
Language you would like your child to learn at school	<input type="checkbox"/> Mandarin <input type="checkbox"/> French

### OTHER INFORMATION

Has your child been the subject of a specialist report?  Yes  No

If yes, please submit a copy with your application.

Enjoys	Please list hobbies / interests / talents / achievements

Any other information you feel would be important for teachers / classroom assistants:

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## APPLICATION FORM AND STUDENT PROFILE

### FAMILY DETAILS

<b>Father</b>		<b>Information required by Ministry of Education:</b>	
Name		NRIC/Passport No./FIN No.	
Nationality		Occupation	
Employer			
Contact Number	(Office)	(Mobile)	
Email			

<b>Mother</b>		<b>Information required by Ministry of Education:</b>	
Name		NRIC/Passport No./FIN No.	
Nationality		Occupation	
Employer			
Contact Number	(Office)	(Mobile)	
Email			

Students whose parents are not residing in Singapore with them are required to have a local guardian. This guardian will be responsible for the care of the student and must notify the School of anything which may affect the student's study at school. Guardian information must be provided at the point of admission, on this form (below). The School must be notified immediately of any changes in guardianship as we must be able to contact the guardian in case of emergencies. The guardian is responsible for passing on day to day information as necessary to the parents, and is the responsible adult caring for the student in Singapore.

<b>Guardian</b>	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<b>Information required by Ministry of Education:</b>	
Name			NRIC/Passport No./FIN No.	
Nationality			Occupation	
Employer				
Contact Number	(Office)	(Mobile)		
Email			Address	
Are you a guardian of any other students enrolled at Nexus?			<input type="checkbox"/> Yes <input type="checkbox"/> No	

### Sibling Details

Name	School Attending	Age	Year Level

## ▶ APPLICATION FORM AND STUDENT PROFILE

### EDUCATION BACKGROUND

#### School Background

Name of School	City/State/ Country	Grade Level/ Year	Dates Attended (from / to)	Language of Instruction	Curriculum Taught (e.g. British, IBPYP etc)

#### Contact person at most recent school attended

We may need to contact the child's most recent school/kindergarten for reference or testing. Please indicate whether the current school is aware of this possible move?  Yes  No

Name	Position	Phone No.
Email		Fax No.
Comments about previous school		

#### Additional Academic Information

Please answer **ALL** questions. Has your child ever:

Been advanced up a grade/year or been retained?  Yes  No

If yes, please explain.

Been in a gifted and talented or honours programme?  Yes  No

If yes, please explain.

Been in an ESL (English as a Second Language) or bilingual programme?  Yes  No

From (Year) \_\_\_\_\_ to (Year) \_\_\_\_\_

Been evaluated for a learning problem?  Yes  No

If yes, when and what kind of testing?

Received extra help/tuition during the school day?  Yes  No

If yes, how much and what kind of assistance was provided?

Experienced social, emotional or behavioural difficulties?  Yes  No

If yes, please describe.

## HOW DID YOU HEAR ABOUT US?

- |   |   |  |   |
|---|---|--|---|
| <input type="checkbox"/> Education Fair | <input type="checkbox"/> Word of Mouth  | <input type="checkbox"/> Website               | <input type="checkbox"/> Advertisement      |
| <input type="checkbox"/> Open Day       | <input type="checkbox"/> Staff Referral | <input type="checkbox"/> Relocation Company/HR | <input type="checkbox"/> Magazine/Directory |

Please elaborate, if possible: \_\_\_\_\_  
\_\_\_\_\_

Why did you choose Nexus? \_\_\_\_\_  
\_\_\_\_\_

Have you applied for a place in another foreign system school in Singapore?  Yes  No

If Yes, which school/s? \_\_\_\_\_

What is the likely duration of your stay in Singapore? \_\_\_\_\_

## PHOTOGRAPHY RELEASE

The parent/guardian hereby gives his/her consent to the School to take such photographs, images, recordings, works or derivative works of the child and to use this material free of charge, in any media and for whatever purpose as the School shall deem fit, including, without limitation, any promotional materials and the website of the School.

## BOOKS AND EQUIPMENT

I understand that my child/ward will be charged for any lost or damaged school/library books and equipment loaned to him/her. The charge will be S\$20 administrative fee plus the cost of the school/library book and equipment. Alternatively, my child/ward has the option to replace the same item to the School.

## COUNSELLING

In the event that my child/ward requires counselling as deemed necessary by the School Counsellor, Head of School or Principal, I hereby give my consent to the School Counsellor to provide counselling service to my child/ward.

I understand that the School Counsellor will inform my child/ward at or before the time the counselling relationship is entered into, the limits of confidentiality such as the possible necessity for consulting with other professionals, privileged communication, and authoritative restraints. I also understand that the School Counsellor will keep information confidential unless disclosure is required to prevent clear and imminent danger to my child/ward, or others, or when legal requirements demand that confidential information be revealed.

## PERSONAL DATA PROTECTION ACT

I understand that the School holds information about my child including, but not limited to, exam results, forecast results, parent contact, financial information and details of medical conditions. I understand that the School processes information about my child in order to safeguard and promote the welfare of my child, promote the objects and interests of the School and Taylor's Education Group, facilitate the efficient operation of the School and ensure that all relevant legal obligations of the School are complied with. By signing this form, I, the parent, on behalf of the Student, authorize the School to process personal information including financial and sensitive personal information, as is deemed necessary for the legitimate purposes of the School within Taylor's Education Group.

ALL INFORMATION HEREIN CONTAINED IS CONFIDENTIAL

## DECLARATION OF MEDICAL INFORMATION

**You are required to submit a copy of your child's immunisation history/vaccination record together with this form.**

### Health History

Please provide details if your child suffers from any of the following:

- |   |  |
|---|--|
| <input type="checkbox"/> Asthma                   | <input type="checkbox"/> Epilepsy  |
| <input type="checkbox"/> Diabetes                 | <input type="checkbox"/> Heart Condition                                       |
| <input type="checkbox"/> Hearing / Vision Deficit | <input type="checkbox"/> My child does not suffer from any of these conditions |

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### Allergies

Please list all triggers and reactions:

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Does your child require an **EpiPen**?

Does your child require any other medication for their allergies? (please list) \_\_\_\_\_

### Medication

Yes  No  Is your child on any regular medication? If Yes, please list the medication, dose and reason :

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If your child has any other medical condition(s) we should be aware of, please use the space below to comment on this. You may be contacted by our School Nurse or the Class Teacher if there are any specific requirements which need to be discussed, such as the access to medication during the school day. The School reserves the right, and the parent hereby authorises the School, to contact the previous school (if applicable and relevant), or such medical officers or other relevant persons, for further information relating to the child in considering the child for admissions.

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### Consent for Medical Attention

I consent for the School to provide first aid or treatment to my child in case of medical emergency. If I cannot be contacted I authorise the School to act on my behalf to arrange medical or surgical treatment as may be deemed necessary. I also undertake to pay any medical costs which may be incurred, including ambulance transport and medication.

## PHYSICAL EDUCATION

I understand that in the regular course of Physical Education classes my child/ward will be involved in a variety of sports/activities. I acknowledge that during these activities, my child/ward may be exposed to unforeseen circumstances and occurrences, including but not limited to, illnesses, accidents, weather conditions, and other unusual events and situations. Nexus International School (Singapore) Staff will do their best to ensure the safety of all children during Physical Education classes and related activities. However, during such activities, accidents may happen.

I agree that the School or any teachers or officials or voluntary helpers of the school, shall have no responsibility or liability in respect of bodily injury to my child/ward unless the injury is caused by or resulting from:

1. The negligence of any employee, teacher or other person or persons authorised to act for or on behalf of the School
2. Any defect on the premises of the School

In addition, I agree to indemnify and keep indemnified Nexus International School (Singapore) in respect of any amounts which the School may pay, in respect of medical or other expenses arising from accidental bodily injury to my child/ward.

## FINANCIAL STANDING AND CLEARANCE, REFUND & WITHDRAWAL

I confirm that all fees owed to previous schools have been paid in full and that I am not in dispute over fee payment with any school. I hereby authorise Nexus International School (Singapore) to confirm good financial standing with previous schools listed on this form. The most up-to-date Refund Policy and Withdrawal Policy can be found on the School's website.

## DECLARATION BY PARENT/GUARDIAN

I have read, understood and agree to the above admission requirements, all sections of this form, and permission declarations contained herein. I understand that this form is part of the documentation required for admission to Nexus International School (Singapore). All documents required to be submitted with this application are attached. For required documents not attached, I/we undertake to furnish such documents by the date specified by the School, failing which the admission may be subject to cancellation. This form must be completed and signed before the student can be considered for admission to the School.

I will not hold the school liable for any accident resulting from any erroneous / withheld medical information on this form and/or any other information submitted. I will keep the school informed if my child / ward is to develop any medical condition.

I, the Parent/Guardian, confirm that all the information set out in this application is true and accurate at the time of completion. The school reserves the right to vary or reverse any decision regarding the student's admission or enrolment made on the basis of incomplete, untrue or inaccurate information.

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Parent / Guardian Name (PLEASE PRINT)

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Parent / Guardian Signature

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Date