

# PRIMARY ONE REGISTRATION EXERCISE

Phase 2C / 2C Supplementary  
Online Application Form  
For  
Singapore Citizen /  
Permanent Resident Children Seeking Admission  
to Primary One

Step-By-Step Guide

## Step 1: Online form page



Ministry of Education  
SINGAPORE

# 202X P1 Registration Phase 2X Application Form

15 mins estimated time to complete

S1234567A - LOG OUT

Click here to login with your Singpass.

Read the instructions before submitting your P1 application.

### Instructions

Phase 2x registration is from 9am on dow, dd mmm 202x to 4:30pm on dow, dd mmm 202x.

You should register your child in the 202x P1 Registration Exercise, based on their eligibility, if he / she is:

- A Singapore Citizen (SC) or Permanent Resident (PR);
- Born between 2 January 201x and 1 January 201y (both dates inclusive)

Parents should note that a child can only be registered in one school at any point in time. Multiple applications will not be accepted.

If you have submitted your online application and wish to make an amendment during the same phase, you may submit a new application form within the same phase. In these situations, MOE will take your latest online application submitted during the stipulated registration period of the same registration phase.

You will need relevant documents containing the following information for the online registration, such as:

- Child's full name
- Child's birth certificate number
- Child's date of birth
- Address for registration
- Email
- Contact details

You may need to upload the Court Order setting out the custody arrangement for your child during registration.

The school may contact you should additional clarification and / or documents are required.

Parents should discuss and agree on the choice of primary school to register their child. In the absence of such agreement, MOE has the discretion to place your child in any school MOE deems fit. MOE will take reference from applicable court orders, including those that concern your child's choice of school and schooling arrangement. Should the other parent contest this arrangement in the future, the registering parent will have to resolve the issue with him / her.

MOE reserves the right to transfer the child to another school with vacancies, if parents are unable to provide the relevant supporting documents for the information provided in this registration.

This form will take you about 15 minutes to complete.

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## Step 2: Registering phase and school

### PART 1: PHASE AND SCHOOL

#### 1. Registration Phase

Phase 2x registration is from 9am on dow, dd mmm 202x to 4:30pm on dow , dd mmm 202x.

Phase 2x

Click the Phase if you are eligible to register your child at this phase.

#### 2. School to register your child at:

Parent can only register their child in one school at any one time.

Select the school you are registering your child.

*continue next page...*

### Step 3: Information on registering child/ children

#### PART 2: REGISTERING CHILD'S INFORMATION

##### 3. Number of children that you are submitting the P1 Registration for in this form

Parents only need to submit one form with all children that you are registering into the same primary school.

4 or more

Indicate the number of children you are submitting this registration for in this form.

Each child registering under the same form MUST meet the following criteria:

- Siblings;
- Singapore Citizen or Permanent Resident;
- Seeking admission to P1 in 2023; and
- Currently not studying in a primary school.

#### PART 2-1: Particulars of First Child

##### 4. Child's Name

Enter child's name as in birth certificate

Enter particulars of the first child you are submitting this registration for in this form.

##### 5. Child's Date of Birth

##### 6. Child's Gender

Female

If you are submitting this registration for 3 or less children, you will be prompted to enter the particulars of these children.

##### 7. Child's Citizenship

Permanent Resident

##### 8. Child's Singapore Birth Certificate (BC) / Singapore Citizenship Certificate / Entry Permit / Re-entry Permit Number

Enter NRIC or FIN

#### PART 2-4: Particulars of Fourth Child

Child MUST meet the following criteria:

- Sibling of the first child;
- Singapore Citizen or Permanent Resident;
- Seeking admission to P1 in 2023; and
- Currently not studying in a primary school.

The registering school will contact you on your fourth child's information. Please continue to complete and submit the form for the three children.

If you are submitting this registration for more than 3 children, the registering school will contact you for particulars of your other children.

## Step 4: Parents' Information

### PART 3: PARENTS' INFORMATION

19. Name

PHUA CHU KANG

Name of parent who login via Singpass will be displayed.

20. Parent's Marital Status

Married

Divorced / Separated

Unwed / Widowed

Select the child's parents' marital status.

For divorced / separated parents:

20. Parent's Marital Status

Divorced / Separated

21. Custody Arrangement

Indicate the arrangement as in Court order.

Sole custody to me

Joint custody with my ex-spouse

The Court has made no order regarding custody

I have no custody

Select custody arrangement for the child, if applicable.

For divorced / separated parents who are granted sole custody or joint custody:

21. Custody Arrangement

Indicate the arrangement as in Court order.

Sole custody to me

22. Court Order on Custody Arrangement

Please upload a copy of the original page of the Court Order that states the custody arrangements of your child. Ensure that the child's name, parents' name and the custody granted are clearly visible in the attachment. For an example, please visit <https://www.moe.gov.sg/primary/p1-registration/how-to-register?toggle-id=documents-for-divorced-or-separated-parents>.

File type: JPG (preferred) or PDF

UPLOAD FILE

Max File Size: 1 MB

For parents who are divorced / separated and/or granted sole custody or joint custody of the registering child, you are required to upload a copy of the Court Order stating the custody arrangement

23. Please acknowledge the following:

- a) Parents may be required to produce their Singapore NRIC / entry or re-entry permits and their child's birth certificate / entry or re-entry permit upon request by the school.
- b) For divorced / separated / unwed parents, you are also required to sign a Letter of Undertaking and produce if applicable i) the relevant court order setting out the custody arrangement pertaining to the child and signed Letter of Consent from your current or former spouse; ii) Marriage Record Search from the Registry of Marriages or Registry of Muslim Marriages indicating parents were not married.
- c) For widowed parents, please produce the death certificate of the other parent upon request by the school.
- d) Parents should jointly agree on the choice of primary school to register your child. Please refer to <https://www.moe.gov.sg/primary/p1-registration/how-to-register?toggle-id=documents-for-divorced-or-separated-parents>.

I agree and would like to proceed

Read and acknowledge the above information, then click on the button to proceed.

**Step 5: Address used for registration \***

Parent's NRIC address

Declaration of Alternative Child-care Arrangement (DACA)

Parent's Yet-to-be-completed or Resale property address

*\*Click on address type for more information.*

Registration using parent's NRIC address

**PART 4: ADDRESS USED FOR REGISTRATION**

Please select "Address Type" used for registration and provide details of the address. You may check the home-school distance category from OneMap at [www.onemap.sg](http://www.onemap.sg).

7. Address Type Used for Registration

- Registering parent's NRIC address
- Declaration of Alternative Child-care Arrangement (DACA)
- Registering parent's Yet-to-be Completed / Resale Property

8. Registered address

411 CHUA CHU KANG AVE 3, #12-3, SINGAPORE 238823

Login parent's address as registered with MyInfo.

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## Declaration of Alternative Child-care Arrangement (DACA)

### PART 4: ADDRESS USED FOR REGISTRATION

Please select "Address Type" used for registration and provide details of the address. You may check the home-school distance category from OneMap at [www.onemap.sg](http://www.onemap.sg).

#### 24. Address Type Used for Registration

Please select Address Type.

- Registering parent's NRIC address
- Declaration of Alternative Child-care Arrangement (DACA)
- Registering parent's Yet-to-be Completed / Resale Property

#### 25. Note on use of DACA address:

a) Parent must have submitted DACA online and received the approval email from MOE prior to the child's registration.

b) When balloting is required:

(i) If the DACA address is within 2km of the school, the child will be balloted together with those of the same citizenship living between 1km to 2km of the school

(ii) If the DACA address falls outside 2km of the school, the child will be balloted together with those of the same citizenship living outside 2km of the school

I have read and agreed with the above requirement.

Parents must have submitted the declaration and received the approval email from MOE before they can use the DACA address.

#### 26. Street Address (based on the address used for registration)

Example: 11A, Temasek Street 11

#### 27. Level-Unit Number (optional)

Example: #02-77

#### 28. Postal Code

Example: 090004

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## Parent's Yet-to-be-completed or Resale property address

### PART 4: ADDRESS USED FOR REGISTRATION

Please select "Address Type" used for registration and provide details of the address. You may check the home-school distance category from OneMap at [www.onemap.sg](http://www.onemap.sg).

#### 22. Address Type Used for Registration

- Registering parent's NRIC address
- Declaration of Alternative Child-care Arrangement (DACA)
- Registering parent's Yet-to-be Completed / Resale Property

#### 23. Note on use of address of parent's yet-to-be completed / resale property:

Parents are required to sign a letter of undertaking.

- a) For a yet-to-be-completed (YTBC) property, the family, including your child, must move into the property within 2 years of your child's entry into P1 on 3 January 202y.
- b) For a resale property, the family, including your child, must reside at the resale property upon the commencement of your child's P1 school term by 3 January 202y.

- I have read and agreed with the above requirement.

24. After submitting this application, you must email one of the following documents to the school within the registration period for this phase. Else, your application will not be complete. Please indicate clearly your child's name in the email.

Our school contacts are available at <https://moe.gov.sg/schoolfinder/>

Please select the property type and the document that you will be submitting.

- Use of Yet-To-Be-Completed Private Property: Sales and Purchase Agreement with Vacant Possession Date (VPD) within 2 years of child's entry into P1
- Use of Yet-To-Be-Completed HDB Flat / HDB flat: Agreement For Lease (AFL), which is available for download from My HDBPage, with Delivery Possession Date (DPD) within 2 years of child's entry into P1
- Use of Resale Private Property: Exercised Option-to-Purchase (OTP) documents and buyer's stamp duty certificate
- Use of Resale HDB Flat: Printout of Resale Flat Status from HDB Resale Portal

Parents are required to email the relevant supporting document(s) to the school.

#### 25. Street Name (based on the address used for registration)

Example: 11A, Temasek Street 11

#### 26. Level-Unit Number (optional)

Example: #02-77

#### 27. Postal Code

Example: 090004



## Step 6: Parent's contact information

### PART 5: PARENT'S CONTACT DETAILS

#### 23. Mobile number

Registration outcome will be sent via Short Messaging System (SMS) to the above local mobile number provided.

#### 24. Alternative Mobile Number (optional)

#### 25. Home Number (optional)

#### 26. Email

Please ensure that you have entered a VALID email. Upon submission of the application form, an acknowledgement will be sent to this email. The registered school may contact you at this email should any clarification / additional documents be required.

Enter your Singapore mobile number to receive the registration outcome via SMS on the Result Announcement day for the Phase.

An acknowledgement will be sent to this email upon successful submission of the online application. MOE will contact you at this email, if required.

## Step 7: Important information for parents

### PART 6: IMPORTANT INFORMATION

#### a) Announcement of Outcome of Registration

Parents will be notified of the registration results through SMS. If you do not receive any SMS by noon on dow, dd mmm 202x, you can contact the school in the afternoon.

#### b) Announcement on Balloting

MOE will announce the schools which require balloting for this phase through the MOE P1 website at <https://go.gov.sg/p1reg> by dow, dd mmm 202x. Computerised balloting will be conducted centrally by MOE.

#### c) Immunisation Requirement

Vaccinations against measles and diphtheria are mandated by law for all children in Singapore, under the Infectious Diseases Act. A child who is found to have incomplete dose(s) of these vaccinations will be given the relevant dose(s) of these vaccinations by the Health Promotion Board's School Health Services (SHS). This service is provided by SHS based on the recommended schedule in the National Childhood Immunisation Schedule (NCIS), unless the child's parent or guardian opts out. Should you wish to make your own arrangements to have your child vaccinated, you may opt out of this service at <https://childconsent.hpb.gov.sg>. If you do not opt out, please be informed that your child will be vaccinated by the SHS based on the NCIS. For more information, you may visit [www.nir.hpb.gov.sg](http://www.nir.hpb.gov.sg).

You will receive the registration outcome via SMS on the Result Announcement day for the Phase.

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## Step 8: Declaration by parent

### PART 7: DECLARATION

#### 32. To be completed by Parent

I declare, agree and undertake that:

- i. Where I am relying on my NRIC address ("NRIC Address") to register my child for priority admission, my child currently resides at the NRIC Address.
- ii. If my child gains priority admission into a school through his/her home-school distance category based on the NRIC Address, my child will continue to reside at the NRIC Address for at least 30 months from the commencement of the Primary 1 Registration on 29 June 2022 ("30 Months Stay Requirement").

The paragraphs (i) and (ii) above are collectively referred to as the "Conditions of Admission".

I further acknowledge, understand and agree that:

- i. All the information provided by me is true and correct.
- ii. Providing any false information is a criminal offence punishable under Section 182 of the Penal Code 1871 and the punishment for such an offence is imprisonment for up to two years or a fine or both.
- iii. Information given by me in this registration will or is likely to be used by a public servant for the purposes of a) evaluating if my child should be granted priority admission into a school through his/her home-school distance category; and b) placing my child in a school in general.
- iv. My provision of any false information in this registration may result in my child being removed from the posted school and enrolled in any school as may be determined by the Ministry of Education in its sole discretion.
- v. The Government of Singapore may collect, use, and disclose any personal data, which I have provided for the purpose of my child's Primary 1 Registration and, where my child is enrolled, for administering and managing my child's relationship with his/her school and the Ministry of Education.
- vi. Where any of the Conditions of Admission or the 30 Months Stay Requirement at any time fail to be met, the Ministry of Education reserves the right to transfer my child to any school in its sole discretion and I will have no say in the choice of such school.
- vii. Should the other parent or legal guardian have any basis to contest this arrangement in the future, I undertake to resolve the issue with him/her.

I have read and agree with the above declaration.

#### 33. Name


2022\_Ph2C Ver1.0 18Jun2022

Read and acknowledge the above information, then click on the button to proceed.

Login parent's name is displayed here.

Click on SUBMIT to submit the online application.

## Step 10: After successful submission



Ministry of Education  
SINGAPORE

FORM SUBMITTED 25 MAY 2021, 13:25

**You have successfully submitted your application form.**

You will receive an acknowledgement e-mail shortly.  
For more information, you may visit our website via the link below.

You will be automatically logged out of Singpass.

[MOE P1 Registration Exercise](#)

**IMPORTANT:**  
Your online application is submitted successfully when you see this message.

## Step 11: Receive email acknowledgement

Parent will receive an acknowledgement email after application is successfully submitted:

**From:** Ministry of Education <donotreply@mail.form.gov.sg>  
**Sent:** dow, dd mmm 202x 11:54 am  
**To:** Parent's email  
**Subject:** 202x P1 Registration Exercise - Registration for Phase 2X  
**Attachments:** response.pdf

Response ID: xxxxxxxxxxxxxxxxxxxxxxxxxxxx

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Dear Parent

1. You have successfully submitted the 202x P1 Registration Phase 2X Application Form for your child. Your online application will be processed.
2. The school will contact you only if further clarifications and / or documents are required.
3. Parents will be notified of the registration results through SMS. If you do not receive any SMS by noon on dow, dd mmm 202x, you can contact the school in the afternoon.
4. Parents should note that a child can only be registered in one school at any point in time. Multiple applications will not be accepted. If you have submitted your online application and wish to make an amendment during the same phase, you may submit a new online application within the same phase. In these situations, MOE will take your latest online application submitted during the stipulated registration period of the same registration phase.
5. Parents should also note that a child who gains priority admission into a school through his / her distance category is required to reside at the address used for registration for at least 30 months from the commencement of the Primary One Registration on 29 June 2022. If this condition is not met, MOE reserves the right to transfer the child to another school with vacancies, as the priority admission to the first school was based on the declared address used for registration.
6. Having submitted the online application, you have declared, agreed to, and undertaken that:
  - i. Where I am relying on my NRIC address ("NRIC Address") to register my child for priority admission, my child currently resides at the NRIC Address.
  - ii. If my child gains priority admission into a school through his/her home-school distance category based on the NRIC Address, my child will continue to reside at the NRIC Address for at least 30 months from the commencement of the Primary 1 Registration on dd mmm 202x ("30 Months Stay Requirement").The paragraphs (i) and (ii) above are collectively referred to as the "Conditions of Admission".
7. You have further acknowledged, understood and agreed that:
  - i. All the information provided by me is true and correct.
  - ii. Providing any false information is a criminal offence punishable under Section 182 of the Penal Code 1871 and the punishment for such an offence is imprisonment for up to two years or a fine or both.
  - iii. Information given by me in this registration will or is likely to be used by a public servant for the purposes of a) evaluating if my child should be granted priority admission into a school through their home-school distance category; and b) placing my child in a school in general.
  - iv. My provision of any false information in this registration may result in my child being removed from the posted school and enrolled in any school as may be determined by the Ministry of Education in its sole discretion.
  - v. The Government of Singapore may collect, use, and disclose any personal data, which I have provided for the purpose of my child's Primary 1 Registration and, where my child is enrolled, for administering and managing my child's relationship with his/her school and the Ministry of Education.
  - vi. Where any of the Conditions of Admission or the 30 Months Stay Requirement at any time fail to be met, the Ministry of Education reserves the right to transfer my child to any school in its sole discretion and I will have no say in the choice of such school.
  - vii. Should the other parent or legal guardian have any basis to contest this arrangement in the future, I undertake to resolve the issue with him/her.
8. You may refer to <https://go.gov.sg/p1reg> for more information on the P1 Registration Exercise.

Thank you.

Regards,  
Ministry of Education

Join our community of research participants at <https://go.gov.sg/p1researchparticipation2022>

**\*\* This is an auto-generated message, please do not reply to this email. \*\***

Attachment which contains your online application details.

You will receive the registration outcome via SMS on the Result Announcement day for the Phase.

**IMPORTANT:**  
Save a copy of this acknowledgement for reference.