Ministry of Education
SINGAPORE

To be completed by Parent / Guardian

Name of Child : _____

BC/FIN/Passport No. : _____

Contact No. : _____

PROXY FORM

This form may take you 5 minutes to complete. Please take note of the following points when you fill in the form.

Important Notes:

1) The appointed proxy must be aged 21 and above.
2) The appointed proxy should bring the completed Proxy Form and supporting documents to the child's school. The supporting documents are:
   - A photocopy of both parents' NRIC (both sides)
   - A photocopy of the Birth Certificate/Passport of the child
   - A photocopy of the proxy's NRIC (both sides)

The appointed proxy must produce their original NRIC at the school when requested.

To: Principal of _____ (Name of School)

I, parent/guardian* of _____ (Name of Child), _____ (BC/FIN/Passport No.), would like to appoint Mr/Mrs/Mdm/Miss* _____ (Name), _____ (NRIC No.) to:

		Tick where Appropriate
1	Collect DSA School Preference Form	
2	Submit DSA School Preference Form	
3	Collect S1 Option Form/ PSLE results slip and other relevant documents	
4	Submit S1 Option Form	
5	Report to secondary school for registration	

By appointing the proxy, I have authorised the person to act on my behalf without any reservations. I will bear full responsibility if the proxy fails to perform any of the above as authorised by me.

I also understand that, by authorising the proxy to complete the School Preference Form/S1 Option Form*, any choices made by the proxy would be officially binding.

_____ _____ _____

Name of Parent/Guardian* Signature Date

NRIC/FIN/Passport No.: _____

** Delete where appropriate*