

REQUEST FORM FOR UPDATING OF STUDENT'S OFFICIAL ADDRESS

Name of School : _____ (School Code : _____)

PART I : TO BE COMPLETED BY PARENT/GUARDIAN

Name of Student : _____

Ident-No : _____

Level : _____

Class : _____

Student's Official Address : _____

_____ SINGAPORE _____

Reason for the change:

(please tick one box)

☐
☐
☐

Moved

Change of Guardian to

☐ Father

☐ Mother

☐ Others

Others (please specify): _____

Parent/Guardian's S'pore NRIC Address (If differs from Student's Official Address):

_____ SINGAPORE _____

Reason for the difference in Address: _____

Student is currently residing with:

(please tick)

☐
☐
☐

Father

Mother

Others:

_____ (please specify Name and S'pore NRIC No)

I certify that the information provided in this form is true to my knowledge and belief

Name and NRIC No. of Parent/Guardian: _____

Contact Number of Parent/Guardian : _____

Signature of Parent/Guardian and Date : _____

PART II : TO BE COMPLETED BY SCHOOL

I certify that I have verified with the Guardian of the student on the latest particulars of the Parent/Guardian and have also updated the latest information into the School Cockpit System.

School Principal's Name and Signature : _____

Date: _____