

PRIMARY 1 REGISTRATION PHASES AND PROCEDURES

NOTE: Boon Lay Garden Primary School will be operating as a **Single Session** in the year 2017. School-based student care will be operating from Mid-Dec 2016 onwards (tentative). More information on school-based student care will be announced on our school website in October 2016.

Details of the different phases are shown below.

Eligibility	Primary One Registration Phase	Registration Dates
For children who are Singapore Citizens or Singapore Permanent Residents	PHASE 1 For a child who has a sibling studying in the primary school of choice	Thursday, 30 June 2016 Friday, 1 July 2016
	PHASE 2A(1) (a) For a child whose parent is a former student of the primary school and who has joined the alumni association as a member not later than 30 June 2015. (b) For a child whose parent is a member of the School Advisory / Management Committee ANNOUNCEMENT OF RESULTS: By Friday, 8 July 2016	Tuesday, 5 July 2016
	PHASE 2A(2) (a) For a child whose parent or sibling has studied in the primary school of choice (b) For a child whose parent is a staff member of the primary school of choice ANNOUNCEMENT OF RESULTS: By Friday, 15 July 2016	Tuesday, 12 July 2016 Wednesday, 13 July 2016
	PHASE 2B (a) For a child whose parent has joined the primary school as a parent volunteer not later than 1 July 2015 and has given at least 40 hours of voluntary service to the school by 30 June 2016 (b) For a child whose parent is a member endorsed by the church / clan directly connected with the primary school (c) For a child whose parent is endorsed as an active community leader ANNOUNCEMENT OF RESULTS: By Friday, 22 July 2016	Monday, 18 July 2016 Tuesday, 19 July 2016
	PHASE 2C For all children who are eligible for Primary One in the following year and are not yet registered in a primary school ANNOUNCEMENT OF RESULTS: By Wednesday, 3 August 2016	Wednesday, 27 July 2016 Thursday, 28 July 2016 Friday, 29 July 2016

Eligibility	Primary One Registration Phase	Registration Dates
	<p>PHASE 2C SUPPLEMENTARY</p> <p>For a child who is not yet registered in a primary school after Phase 2C</p> <p>ANNOUNCEMENT OF RESULTS:</p> <p>By Wednesday, 17 August 2016</p>	<p>Thursday, 11 August 2016</p> <p>Friday, 12 August 2016</p>
For children who are not Singapore Citizens or Singapore Permanent Residents ¹	<p>PHASE 3</p> <p>For a child who is neither a Singapore Citizen nor a Singapore Permanent Resident</p> <p>ANNOUNCEMENT OF RESULTS:</p> <p>By Wednesday, 30 November 2016</p>	<p>Friday, 26 August 2016</p>

REGISTRATION PROCEDURES

<p>Phase 2A(1)</p> <p>Phase 2A(2)</p> <p>Phase 2B</p> <p>Phase 2C</p> <p>Phase 2C</p> <p>Supplementary</p>	<p>REGISTRATION AT PRIMARY SCHOOL</p> <p>Registration is conducted at the primary school that you wish your child to be admitted into. The hours of registration are from 8.00 am to 11.00 am and from 2.30 pm to 4.30 pm on each scheduled registration day. Parent is to submit the registration form and required documents at the school of choice.</p> <p>Singapore Citizens (SCs) will be given absolute priority over Singapore Permanent Residents (PRs) when balloting is necessary in a specific phase. SCs and PRs will continue to be eligible for the same phases, and all applicants will be admitted if the total number of applications in any phase does not exceed the number of vacancies. However, if the number of applications exceeds the number of vacancies in a specific phase, SCs will be admitted first ahead of PRs, before home-school distance is considered.</p>
<p>Phase 3</p>	<p>REGISTRATION AT PRIMARY SCHOOL</p> <p>Registration is conducted at the primary school with vacancy in this phase. The hours of registration are from 8.00 am to 11.00 am and from 2.30 pm to 4.30 pm on the scheduled registration day. Parent is to submit the registration form and required documents at the school with vacancy.</p> <p>Parents of non-Singapore Citizen (SC) / non-Permanent Resident (PR) children should note that admission is not guaranteed as there are limited vacancies remaining for non-SC / non-PR children after places are allocated to SC / PR children.</p> <p>MOE will publish the list of available primary schools for parents to register their child in this phase. MOE will thereafter centrally process all the applications and the posting outcome will be released to parents by 30 November 2016.</p> <p>School posting will take into consideration factors such as availability of school vacancies and ensuring a good spread of students.</p> <p>In view that Phase 3 vacancies are limited, MOE posting is final. We will therefore not entertain nor reply to appeals on the posting results. Our schools will also not entertain any walk-in applications for admissions or transfer of non-SC / non-PR children.</p> <p>As admission is not guaranteed, parents of non-SC / non-PR children are advised to consider alternative educational options well ahead, even as you may decide to register your child during Phase 3 of the Primary One Registration Exercise.</p>

REQUIRED DOCUMENTS FOR PRIMARY ONE REGISTRATION EXERCISE

The **originals** of each required document must be produced at the school of choice at the time of registration. Parents who registered online through the Primary One Internet System (P1-IS) will need to produce the originals of each required document to the school that the child is successfully registered into, when requested or upon reporting to the school.

Citizenship	Documents Required
Singapore Citizens	<ol style="list-style-type: none">1. The child's Birth Certificate2. The child's Singapore Citizenship Certificate for those who are not Singapore Citizens at the time of birth3. Singapore NRIC of both parents or Entry / Re-entry Permits of parents if they do not possess Singapore NRIC4. The child's Immunisation Records
Singapore Permanent Residents	<ol style="list-style-type: none">1. The child's Birth Certificate2. The child's Entry / Re-entry Permit3. Singapore NRIC of both parents or Entry / Re-entry Permits of parents if they do not possess Singapore NRIC4. The child's Immunisation Records
Non-Singapore Citizens / Non-Singapore Permanent Residents	<ol style="list-style-type: none">1. The child's Birth Certificate2. The child's Passport3. The child's Immigration Exemption Order / Dependant's Pass / Student's Pass / Long-Term Visit Pass (if any)4. Both parents' Passport / Singapore NRIC / Entry or Re-entry Permit5. Both parents' Employment Pass / Work Permit / Long-Term Visit Pass (if any)6. The child's Immunisation Records7. Any other documents as required by the school to support the registration

OTHER REQUIRED DOCUMENTS

Parents are to produce other required documents where applicable.

- [Letter of Authorisation](#)
- [Statutory Declaration](#)
- [Proof of Purchase of Yet-to-be-Completed Property](#)
- [Proof of Overseas Posting](#)
- [Proof of Marital Situation](#)
- Documents to show eligibility for
 - [Phase 2A\(1\)](#)
 - [Phase 2A\(2\)](#)
 - [Phase 2B](#)
- [Immunisation Records](#)

For more information: <https://www.moe.gov.sg/admissions/primary-one-registration/documents-required>