



SKIS Saturday Korean Language School

New Student Registration Instruction

Singapore Korean International School

Dear parents,

Please carefully review the new student registration instructions below before submitting your application.

1. Application Period: Monday, 16 DEC ~ Monday, 23 DEC 2024 by 10AM

- Invoice and payment details will be sent to the successful applicants once the registration is confirmed.
- Required Documents: Application Form(all blanks must be filled), copy of Passport (student & guardians'), copy of IC(Visa)card, front and back (student & guardians')
- ※ If the student is Citizen or PR: please submit Birth Certificate or Re-entry Permit for IC (visa) card.

2. Important Notice for Application

- Kindly send us the application with all required documents during the application period.
- Submit the application **by e-mail only.** (saturday@skis.kr)
- It will be excluded from application if there are incomplete or missing documents or falsified information in the submitted documents.
- If the number of applicants exceeds the available vacancies, a balloting will be conducted. (Balloting schedule to be confirmed at a later date - 10AM & 2PM on 27 DEC 2024, tentatively).

3. School Fee Payment Period : Friday, 3 Jan ~ Tuesday, 7 Jan 2025 by 3PM

- If the payment is not confirmed **within the payment period after receiving the payment notice**, there may be disadvantages such as cancellation of registration.
- You can make payment by bank transfer or check only.

4. School Commuting

Please find the information of the commute of the student in order to keep students' safety.

- When coming to school: the student can take the school shuttle bus (Kindergarten & Elementary grade 1-3: with a guardian. Elementary grade 4-6 & Middle: Student alone/with a guardian) or come by car
- During school dismissal: By school shuttle bus (Kindergarten & Elementary grade 1-3: a guardian must accompany a student.) or by car.
- Cap or Grab: cannot park at the school.