



UPDATING OF PUPIL'S OFFICIAL ADDRESS AND CONTACT NUMBERS

Please submit this completed form to General Office for our system updating.
Thank you.

(A) To be filled by Parent / Guardian

This form is used to update the school of your child's official address and/or contact numbers. This form is used when the changes are not during the half-yearly updating exercise.

Particulars of Pupils Studying in Jiemin Primary School

Name of Child 1:			
Birth Cert of Child 1:		Class of Child 1:	

Name of Child 2 (if any):			
Birth Cert of Child 2 (if any):		Class of Child 2 (if any):	

Name of Child 3 (if any):			
Birth Cert of Child 3 (if any):		Class of Child 3 (if any):	

Is there any change to the official address?	No / Yes ** (If yes, please fill in the attached form behind)
----------------------------------------------	------------------------------------------------------------------

	Name	Please fill in the updated handphone numbers (if any)
Father		
Mother		
Guardian		
Home		

Name of Parent: _____ Signature / Date: _____

Please pass this completed form to the school General Office for our updating. We look forward to forging a stronger partnership with you with regard to your child's education. Thank you.

Jiemin Primary School

REQUEST FORM FOR UPDATING OF STUDENT'S OFFICIAL ADDRESS

Name of School : JIEMIN PRIMARY SCHOOL (School Code : 1207)

PART I TO BE COMPLETED BY PARENT/GUARDIAN

Name of Student :

Ident-No : _____ Level : _____ Class : _____

Student's Official Address : _____
_____ SINGAPORE _____

Reason for the change: Moved
(please tick one box) 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: Father
(please tick) 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: _____