REQUEST FORM FOR UPDATING OF STUDENT'S ADDRESS

- 1. This form will take you about 5 minutes to complete. You may need the information in your child's/ward's NRIC, Parents' / Legal Guardian's/ Caregiver's NRIC to complete the form.
- 2. For item marked *, you must bring along the <u>original</u> supporting documents such as the NRIC of the Parent/ Legal Guardian/ Caregiver, Letter from Hostel, Children's Home, Identification documents (for non-NRIC holder), etc.
- 3. If you have any enquiries, please contact your child's/ ward's school.

| This section is to be completed by the Parent/ Legal Guardian/ Caregiver | | |
|--|--|--|
| Name of Student: | | |
| Identification No: | Level/Class: | |
| Student's New Address (for local residential address only): | | |
| | Singapore | |
| Type of Home ☑ (<i>tick 1 box</i>): 1 2 3 4 5 - Room HDB Flat ☐ Governm ☐ Private Flat/ Condominium ☐ Detached ☐ Terrace House ☐ Shophous | H | |
| Ownership: | | |
| Owned Rented Others (specify): | | |
| Source of Address*: Student's NRIC | | |
| ☐ Father's NRIC ☐ Mother's NRIC ☐ Legal Guardian's NRIC | | |
| Caregiver's NRIC (<i>Please specify Name, S'pore NRIC No. of Caregiver and Relationship with child below</i>) | | |
| Name of Caregiver: | | |
| S'pore NRIC No. of Car | S'pore NRIC No. of Caregiver: | |
| Relationship with Stude | Relationship with Student: | |
| Others:(Please provide reason house reno, etc) | on why none of the above applies, e.g. hostel address, | |

| I declare that the information provided in this form is true to the best of my knowledge and belief. I acknowledge that the Ministry of Education may share all necessary data (including personal data of both my child/ward and I) with other parties to facilitate the provision of services for my child's/ward's educational advancement or other purposes beneficial to my child/ward, as determined by the Government, unless such sharing is prohibited by law. | | | |
|---|---------------------------|--------------------|--|
| Parent's/ Legal Guardian's / Caregiver's Name** | Signature and | Signature and Date | |
| (**delete as appropriate) | | | |
| This section is to be completed by School | | | |
| The change to the student address as declared by the parent/ legal guardian/ caregiver was updated in School Cockpit Plus on (date). | | | |
| Name of School Staff | Signature of School Staff | Date | |

Reqform-Off-Add (Ver 4.0)