

Frequently Asked Questions for Phase 2B Recommendation and Registration in Singapore Hokkien Huay Kuan Affiliated Schools*

1. Who is eligible to register under Phase 2B registration?

- a. A child whose parent is a SHHK member and whose application for Phase 2B registration has received a recommendation by SHHK.
- b. A child whose parent had given at least 40 hours of voluntary service to the school, as endorsed by the respective schools.
- c. A child whose parent is endorsed by MOE as being a community leader or having served actively in community work.

2. Does having a recommendation from SHHK in Phase 2B registration stand a better chance of securing a place in the school than the other two categories?

All three categories stand equal chance. Balloting will be necessary if number of applicants exceeds number of vacancies.

3. How do I apply for my child to be registered for Phase 2B during the year that my child is due for registration?

You can obtain an "Application for Primary One Registration Phase 2B" form from our office and submit the duly completed form together with photocopies of the child's parents' NRICs, the child's birth certificate and your SHHK membership approval letter.

4. Does a member's child automatically get to register under Phase 2B?

No. Membership of Huay Kuan and school enrolment are separate matters. Although a member may apply to have his child recommended by SHHK to be placed in Phase 2B registration, applicants who do not meet the in-house guidelines will not obtain SHHK's recommendation to be included in the registration exercise.

5. Why is there a round of selection among members when MOE's website states that as long as you are a member of a clan or church you stand a chance to register under Phase 2B?

MOE's website does not address the house rules set by individual clans and churches and MOE does not regulate the selection process by the clans and churches.

6. What are the criteria to be recommended for Phase 2B registration?

A committee will be formed to review all applications nearer the date of registration. Evaluation will be based on guidelines set by this committee and on a case-by-case basis according to its merit. One of the determining factors is tenure of membership.

7. How long must one be a member to meet the minimum tenure requirement?

This depends on the number of applicants and the number of vacancies for each year - longer the tenure, higher the chance of obtaining a recommendation.

8. Does having a membership and living within 1 km from the school help in obtaining SHHK's recommendation?

No. Distance from the school is only considered during the balloting process and not during SHHK recommendation process.

9. After obtaining SHHK's recommendation, is there any thing else I could do in order to secure a place for my child with the specific school?

No. If there are more applications than vacancies, balloting will be conducted. The balloting process is outside the jurisdiction of SHHK.

10. Does making a donation to the school or SHHK help in securing a place?

It is an offence for the school to accept donation in this respect. SHHK also does not condone such an act.

11. Will I be notified if my application receives a recommendation?

You will be informed by the school if your application is successful. The school will notify you of the necessary documents to bring along for the registration.

12. Can I appeal if my application fails to secure SHHK's recommendation?

SHHK's decision is final. However, you may appeal to the school to be put on waiting list or apply under Phase 2C.

13. Are we allowed to apply for more than one Huay Kuan schools?

No. Your application will be rejected by the system if you submit applications for more than one school.

14. Are we allowed to change our selection of school after making the application?

No. SHHK will not entertain any requests for change once the P1 school registration exercise commences. However, due to extenuating circumstances, applicants may appeal in writing and it shall be at the sole discretion of SHHK's committee whether or not to allow the change.

15. How is the Phase 2B balloting process carried out?

Balloting is carried out according to the following order of priority:

1. Children living within 1 km of the school.
2. Children living between 1-2 km of the school.
3. Children living outside 2 km of the school.

16. Should my child be balloted out, what else can I do if I still want my child to be in the school?

You may appeal to the school to be put on waiting list.

17. Where can I find more information of P1 registration?

For more information on school registration, you may wish to visit MOE's website: www.moe.gov.sg

* All information above is correct at time of publication. The information serves only as references and parents are advised to keep themselves continually updated on the latest MOE policies on school registration.