
SECTION A: (TO BE COMPLETED BY STUDENT)

Student Name: _____
Student Contact: _____ Email: _____
Student Pass No: _____ Student FIN: _____
Start Of Course: _____ End Of Course: _____
Current Level of Study: _____
Next Level of Study: _____

Student's Signature

Date

SECTION B: (TO BE COMPLETED BY STUDENT SERVICES EXECUTIVE)

Percentage of Overall Attendance (6 months): _____

PAYMENT DETAILS

Total Course Fees Paid: _____ Amount Outstanding: _____
Student Pass Application Fee: _____

SUPPORTING DOCUMENTS ATTACHED

ICA Documents Checklist

- ~ Passport Size Photo
- ~ Valid Passport Details Page (copy)
- ~ Student Particulars (Update)
- ~ Letter of Offer (If applicable)
- ~ S\$30.00 renewal fees (Cash)
- ~ Valid STP / Visit Pass (copy)

Student Services Executive Name & Signature

Date

SECTION C: (TO BE COMPLETED BY STUDENT WELFARE - IF APPLICABLE)

Student Counseling and Resolution attached

Student Welfare Counsellor Name & Signature

Date