

## **FAQ for Secondary One (2023) Registration**

This FAQ covers the following areas:

1. Part 1: Sec 1 Registration
2. Part 2: Purchase of Books and Uniform
3. Part 3: FAS
4. Part 4: First Week Program
5. Part 5: Higher MTL and Third Language
6. Part 6: Subject Based Banding (SBB)
7. Part 7: Appeal

### **Part 1: Sec 1 Registration**

1. How to register for Secondary One?
  - All students are to **register online** starting **from 9am on 22 December 2022 until 23 December 2022, 5pm.**
  - Log into the school website: <https://westspringsec.moe.edu.sg/> and click on the announcement "Sec 1 2023 E-Registration" and follow the instructions to register.
  - The link is may also be accessed here: <https://wsss.edmension.com/>
  - Please ensure that you enter all the necessary details in the form.
  - All students do not need to physically report to their posted secondary schools after receiving their Sec 1 Posting Results.

### **Part 2: Purchase of Books and Uniform**

1. How to purchase books and uniforms?
  - For the purchase of books and uniforms, please click on to the link: <https://asencio.com.sg/> in the school website.
  - Parents are required to register an account before proceeding with the online purchase.
  - Parents are encouraged to order the books & uniform online and choose the option home delivery (S\$10.70) or self-collection in school by appointment.
  - If you do not want to purchase the books from the school's vendor, you can generate the book list from the registration portal or collect a hardcopy of the booklist from the schools' General Office.
  - **For FAS students, the books and uniform can only be purchased in school.**

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2. What are the opening date(s) and time(s) in school for the sales of books and uniform?
  - Online purchases (with delivery) from 22 December till 24 December 2359 hours.
  - Walk in purchases: please refer to the table below

**Walk in Purchase:**

Dates of Sales in School	Operating Hours
22 to 23 December 2022	0900-1400
27 to 30 December 2022	0900- 1400 (FAS) 1400-1600
<p>To ensure your safety and well-being, only one parent is allowed to accompany your child for self-collection or walk-in purchase at the school bookshop. We seek your understanding and cooperation. Thank you!</p>	

- You are encouraged to make the purchase for books and uniform online **by Saturday, 24 December 2022 to receive the items before school starts in 2023.**
- Students opting for Higher Mother Tongue are encouraged **not** to make purchases of books while awaiting approval and confirmation from the school.

**Part 3: FAS**

1. How do I apply for FAS?
  - Please collect the hard copy Application forms through the General Office.
  - Submit the form to the school through the General Office by 7 January 2023.
  - You can refer to the FAS Pamphlet for the income criteria on the MOE website.

**Part 4: Important Details and First Week Program**

1. How do I know my child's class?
  - You may check your child's allocated class through Parent's Gateway.

2. What is the programme for the first week of school?

Date	3 – 5 Jan 2023, Tuesday to Thursday	6 Jan 2023, Friday
Reporting & Dismissal Time	7.15a.m. – 2.10 p.m.  Except Thursday- dismissal estimated 6 p.m.	7.15a.m. – 5.30p.m.  *12p.m. – 2.00p.m. (Lunch Break)  2.00p.m. to 4.00p.m. (CCA Fair)  4.00p.m. – 4.30p.m.  (FT Address)  4.30p.m. – 5.30p.m. (Principal’s Address)
Reporting Venue	Students to report at the first level of the Indoor Sports Hall (ISH) according to their classes  Note: Your Child/ward can check his/her class at the foyer on the first day of school	

The students’ time table (Applicable from 9 Jan 2023 onwards as Orientation is held from 3 to 6 Jan 2023) will be posted on the school website should you wish to take a look.

3. What is the attire for the first week?

- All Sec One students are to report in PE Attire.
- For students who are unable to purchase the school PE Attire in time, they can report in their Primary School PE Attire.

4. Form Teachers’ Address and Principals’ Dialogue on Friday 6 Jan 2023.

- The session will be held face to face from 4 to 5.30p.m.
- Venues will be in the classrooms and Hall respectively.

## **Part 5: Higher MTL (HMTL) and Third Language**

### **(A) Higher Mother Tongue Language (HMTL)**

#### **1. What is the criteria to be eligible for HMTL?**

- An overall PSLE Score of 8 or better or
- An overall PSLE Score of 9 to 14 (inclusive); and attain
  - ❖ AL 1 / AL 2 in MTL or
  - ❖ Distinction / Merit in HMTL

#### **2. What should I do if I am eligible and want to accept the offer for HMTL?**

Log in to the Sec 1 registration Portal and accept the offer.

#### **3. What should I do if I want to appeal to take HMTL?**

Please fill up the form for HMTL Appeal Form in the Sec 1 Registration Portal. Outcome will be announced on the first day of school. Please do not buy the books before the outcome is announced.

#### **4. Where will the HMTL lessons be held?**

- Higher Chinese – West Spring Secondary School
- Higher Malay – Bukit Panjang Government High School

***Day and time is not confirmed yet.***

Sec 1 & 2 HML students will still attend ML lessons during curriculum time besides attending HML lesson at BPGH on every Monday afternoon.

- Higher Tamil – Jurong West Secondary School

***Day and time is not confirmed yet.***

HTL students will have free period during MTL lessons.

Students are strongly encouraged not to choose CCA which has the same training day as their HML or HTL lesson so as to avoid clashes.

#### **5. What are the benefits for taking HMTL?**

- A student who obtains a grade of A1 to C6 for both English and HMTL at the GCE O Level Exam and qualifies for admission to a JC/MI will be given a concession of two points in his/her application to the JC/MI of his/her choice.

- When HMT students are in Sec 3, they will have to take GCE O Level MT Exam in Sec 3 year end. If students did not score distinction for GCE O Level MT Exam in Sec 3, they may consider to drop HMT and retake MT in Sec 4. In Sec 4, HMT students will take GCE O Level HMT Exam.
- Students cannot take both MT & HMT exam on the same year in Sec 4.

## **(B) Tamil Language (TL)**

### **6. Does West Spring offer Tamil Language?**

§ Students who are taking Tamil Language (TL) are to attend their lessons at Teck Whye Secondary School (TWSS) on either Monday or Thursday in the afternoon. (subject to changes)

§ Students who take TL are to register at TWSS when school reopens (more details will be provided when school reopens)

## **(C) Non-Tamil Indian Language (NTIL)**

### **7. Do I need to re-apply for NTIL if I had obtained approval in P6?**

- P6 students with approval from MOE to offer NTIL (i.e. Bengali, Gujarati, Hindi, Punjabi and Urdu) **are not required to re-apply in Secondary one.**
- It is **compulsory** for NTIL students to register at one of the approved NTIL community groups [CG: Bangla Language and Literary Society, Bangladesh Language and Cultural Foundation, Singapore Gujarati School Limited, DAV Hindi School, The Hindi Society (Singapore), Singapore Sikh Education Foundation, Urdu Development Society (Singapore)] and attend NTIL lessons with these CGs.

## **(D) MT 'B' Syllabus (CLB/MLB/TLB)**

### **8. Can I opt to take MTB?**

- Students may offer MTL 'B' if they meet the following criteria:
  - Students in Express or Normal (Academic) course with:
    - AL 7 or 8 in Standard MTL or
    - AL B or C in Foundation MTL
- Sec 1 students who would like to apply for MTB are to register to their respective MTL teacher by end of week 1 term 1.

## 9. When and where is MTB lessons held?

- Lessons are conducted at the following school: (location and timing are subjected to changes)
  - CLB – Assumption English School, Day – Friday (2.30pm to 5.30pm)
  - CLB – Dunearn SS, Day – Tue (Upper S) or Thu (Lower S) (2.40pm to 5.30pm)
  - MLB – MOE Language Centre (Bishan)
  - TLB – Umar Pulavar Tamil Language Centre (UPTLC)
- Students are strongly encouraged not to choose CCA which has the same training day as their MTB lesson so as to avoid clashes

## (E) In lieu of MTL

### Foreign Languages (French/German/Japanese) &

### Asian Languages (Arabic/Burmese/Thai)

## 10. Do I need to re-apply for subjects in lieu of MTL?

- P6 Students with approval from MOE to offer the above-mentioned in lieu of MTL **are not required to re-apply**. Applications for a change of language from AsL/FL to Chinese/ Malay/ Tamil/ NTIL will not be accepted from the secondary level.
- Students are required to learn the AsL/FL **privately** at the secondary and pre-university levels. Students are required to provide documentation (e.g. marked assignment, result slip, payment receipt) to the school to show that they are learning AsL/FL regularly.

## 11. Can I apply to attend AsL/FL lessons at Ministry of Education Language Centre (MOELC)?

- Vacancies of AsL/FL lessons at MOELC are limited and priority will be given to Singaporeans
- If students would like to be on the waiting list to be considered for admission to the MOELC, they may submit an application form which can be obtained from the school general office. Should vacancies arise at MOELC, students will be informed through their school to sit for a readiness test. Admission to MOELC is subject to students passing the test. Students who have not been notified to sit for the readiness test or did not pass the test are required to continue with their private study arrangements.

## (F) Third Languages (Asian Languages – MSP/CSP/BI/Arabic)

## 12. How can I appeal for Third languages (Asian Languages)?

You may obtain the appeal form from the school general office and submit to the office when school reopens.

## 13. Where are the lessons conducted?

Lessons are conducted in the afternoon once a week at the following schools:

- Malay Special Programme (MSP) – Bukit Batok Sec School
- Chinese Special Programme (CSP) – Clementi Town Sec School
- Bahasa Indonesia (BI) / Arabic– MOE Language Centre (Bishan)

## 14. What are the benefits of Third Language?

- A student who obtains a grade of A1 to C6 for MSP/CSP/BI at the GCE O Level Exam and qualifies for admission to a JC/MI will be given a concession of two points in his/her application to the JC/MI of his/her choice.
- A student who offers CSP/MSP/BI in the GCE O Level Exam will be allowed to use the respective CSP/MSP/BI grade in lieu of a Humanities subject grade for admission to the JC/MI.

Note: Other third languages are French/German/Japanese/Spanish. These third languages are for pupils who are ranked among the top 10% of the PSLE cohort and who have a special ability in languages.

## (G) Total Exemption from MTL

### 15. Do I need to re-apply for exemption from MTL?

P6 students with approval from MOE for TOTAL EXEMPTION from MTL ie not offering any language in lieu of MTL **are not required to re-submit a new application** in Secondary one.

### 16. Can I apply for Total Exemption from MTL?

- For students who have been away from our education system for some years or join our education system mid-stream may apply for exemption of MTL. MTL exemption may also be granted under exceptional circumstances such as when a student suffers from severe learning disability such as dyslexia.

- The application for Exemption from MTL form can be collected from the school General office. Parents/Students are to fill in the application form and submit to General Office by end of week 1 term 1.

## **Part 6: Subject Based Banding (SBB)**

1. How do I know if my child qualifies for SBB?
  - Refer to Student Hub portal on 22 Dec 2022. If your child qualifies for SBB for any subject, you will see a section titled “Subject-Based Banding Acceptance Form”.
  - Subjects offered to your child at a more demanding level will be listed in this section.
  - Only students who qualified for SBB will see this section on Student Hub.
2. How do I accept or reject the offer for SBB?
  - In the Subject-Based Banding Acceptance Form, you will see the option to Accept or Reject the subjects offered at a more demanding level.
  - Indicate your choice from the drop-down list for each offered subject (if more than one).
3. Can I find out more about SBB?
  - There will be an online SBB Briefing Session held via Zoom Meeting on 22 Dec 2022.
  - Students and parents may attend the session scheduled at **3pm on 22 Dec 2022**.
  - The Zoom ID and Passcode provided below can also be found on the Subject-Based Banding Acceptance Form.

WSSS 2023 Sec 1 SBB Briefing

<https://moe-singapore.zoom.us/j/88534732615>

Meeting ID: 885 3473 2615

Passcode: 250950

## **Part 7: Appeal**

**(Non-medical cases)**

**Transfer Out**

1. Do I need to register with the school if I want to appeal for another school?
  - Yes, you still need to register the student with our school. Thereafter, you may proceed to contact the new school that you want to appeal to.



## **Transfer In**

2. How to appeal for my child to transfer to West Spring Secondary School?
  - Firstly, you will need to register your child with the school you are posted to.
  - Thereafter, call our school (68920369) and complete the School Transfer Appeal Form (via Form SG) by **27 December 2022, 12pm**.
  - **The link of the transfer form is as follows: <https://go.gov.sg/2023sec1appeal>**
  - Your child's PSLE score must meet the school's cut-off point (COP) of that posting year.

## **(Medical Cases)**

3. How to appeal for my child to transfer to West Spring Secondary School?
  - Parents must bring all the supporting medical documents to support the appeal and complete the appeal form physically in the POSTED SCHOOL. All appeals through the posted secondary school must be completed on **23 December 2022, from 9am to 12pm**.

## **(Appeal by DSA Students)**

DSA students successfully allocated to their DSA schools **will not be allowed to transfer to another school**. They are expected to honour their commitment to the allocated DSA school for the entire duration of the programme.