The Council for Private Education, a statutory board that regulates the private education sector in Singapore, requires that we collect a completed and signed Advisory Note for every student enrolling at Saint Clare School for Special Education Pte Ltd.
Your signature on this Advisory Note is required

Regulation 25(5) (b)

FORM 12
PRIVATE EDUCATION ACT
(No. 21 of 2009)

PRIVATE EDUCATION REGULATIONS

ADVISORY NOTE TO STUDENTS

This note is for a prospective student.

You are strongly encouraged to thoroughly research on the private education institution (PEI) conducting the course before signing up for any course. You should consider, for example, the reputation of the PEI, the teacher-student ratio of its classes, the qualifications of the teaching staff, and the course materials provided by the PEI.

By signing and returning the Student Contract (the "Contract"), you agree to the terms and conditions which will bind you and the PEI, if you accept the PEI's offer of a place in a course of study offered or provided by the PEI.

You should ask the PEI to allow you to read a copy of the Contract (with all blanks filled in and options selected) in both English and the official language of your home country, if necessary. For your own protection, you should review all the PEI's policies, and check carefully that you agree to all the terms of the Contract, including the details relating to each of the following sections, before signing the Contract:

a. The duration of the course, including holidays and examination schedules, and contact hours by days and week;

b. The total fees payable, including course fees and other related costs;

c. Dates when respective payments are due;

d. The refund policy in the event of voluntary withdrawal (by you) or enforced dismissal from the course or programme (by PEI);

e. The Fee Protection Scheme you are subscribed to and its coverage;

f. The dispute resolution methods available; and

g. Information about the PEI's policies on academic and disciplinary matters.

h. The degree or diploma or qualification which will be awarded to you upon successful completion of the course.

If you have any doubt about the contents of the Contract, or if the terms are different from what the agent or the PEI have informed you previously, or advertised, you should always seek advice and/or clarifications before signing the Contract.

This portion below is to be completed by the signatory of the Student Contract, i.e. either the student, or if the student is below the age of 18, his parent or guardian.

I, _____, NRIC/Passport number _____, have read and understood this advisory note
(name of ~~student~~/parent/~~guardian~~) (NRIC/Passport no.)

before signing the Student Contract for myself/my ward** (_____(NRIC/Passport) _____) with
(name of ward)

Saint Clare School for Special Education Pte Ltd.
(name of PEI)

_____
(signature of ~~student~~ or parent/~~guardian~~)

Date : _____