



**CAMBRIDGE ASSESSMENT – IGCSE /AS /A LEVEL EXAMINATIONS  
(JUNE 2024)**

**REGISTRATION FORM  
PRIVATE CANDIDATES**

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**Standard Registration Period** : 4<sup>th</sup> December 2023 (Monday) to 16<sup>th</sup> February 2024 (Friday), 1700 Hrs (Singapore Time)

**Late Registration Period** : 17<sup>th</sup> February 2024 (Saturday) to 11<sup>th</sup> April 2024 (Thursday), 1700 Hrs (Singapore Time)  
*An additional late fee of S\$190 per subject will be imposed for any entries or amendments made during this period.*

**Very Late Registration Period** : 12<sup>th</sup> April 2024 (Friday) to 15<sup>th</sup> April 2024 (Monday), 1200 Hrs (Singapore Time)  
*An additional late fee of S\$290 per subject will be imposed for any entries or amendments made during this period.*

**Registration Process:**

**Step 1:** Download the “List of Subjects and Options – J2024” document and “Registration Form for Pte Candidates – J2024” from SSTC Institute’s website. Complete the form by following the instructions given for each section and field.

**Step 2:** Email the **completed** registration form and all supporting documents to [muhamadibrahim@sstc.edu.sg](mailto:muhamadibrahim@sstc.edu.sg) **AND** [crystal.wong@sstc.edu.sg](mailto:crystal.wong@sstc.edu.sg). Alternatively, you may also drop by SSTC Institute to hand-over the printed copy of the documents to the Front Desk.

**Step 3:** You will receive an acknowledgement email from us within 3 days of receipt of the registration form. We will advise you on the payable amount and modes as well, and any other information we may require.

**Step 4:** Payment must be done by the deadline stated above. Otherwise, a late fee will be imposed for each subject. It is the responsibility of the applicant to ensure that there is enough to time to complete the payment before the deadline.

**Step 5:** Once payment is confirmed, SSTC will proceed to register the candidate for the examination. A provisional Statement of Entry will be provided after successful registration.

**NOTE:** Assuming that the

- Registration Form is completed accurately,
- Supporting document(s) submitted promptly,
- Payment made within 24 hours of receiving the payment details by email,

the entire process will be completed in 7 days.

Enquiries or Application Form submitted 3 days before the deadline may miss the deadline and hence, may incur the late fees.

**REFUND POLICY**

- After successful registration, if a written notice of withdrawal from the exam has been given **before the standard registration deadline, an administrative fee of 35% of the total fees paid will be imposed.**
  - You will **not receive a refund** after the standard registration deadline.
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**SECTION 1: DETAILS OF CANDIDATE**

Full Name (as in NRIC / Passport) : (Write in **BLOCK LETTERS.**)

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Nationality: \_\_\_\_\_ Gender: Male / Female  
(Circle **one** option) Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
DD MM YYYY

Is English the First Language of the Candidate? YES / NO  
(Circle **one** option)

Full Address: \_\_\_\_\_  
\_\_\_\_\_

Candidate Contact: \_\_\_\_\_(Mobile)  
\_\_\_\_\_ (Email)

Local Emergency Contact: Name \_\_\_\_\_  
Relationship to the Candidate \_\_\_\_\_  
Local Contact Number \_\_\_\_\_

**SECTION 2: IF THE CANDIDATE IS BELOW 18 YEARS OLD AT THE TIME OF REGISTRATION**

Tick this box if this section is **NOT** applicable to you.

Guardian's/Parent's Name \_\_\_\_\_

Guardian's/Parent's Contact Number \_\_\_\_\_

Guardian's/Parent's Email \_\_\_\_\_



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**SECTION 3: PREVIOUS ATTEMPTS OF CAMBRIDGE EXAMS (IGCSE / O LEVEL / AS & AL)**

Tick this box if this section is **NOT** applicable to you.

Year of Exam	Examination Series (e.g. June / November)	Centre Number*	Candidate Number

\* Include any attempts in SSTC Institute in the previous series as well.

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**SECTION 4: IF THE CANDIDATE NEEDS ANY ACCESS ARRANGEMENTS**

Tick this box if this section is **NOT** applicable to you.

Elaborate the access arrangements to be requested:

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List the Supporting Documents available as evidence for the access arrangements requested:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Note that the facilitation of certain access arrangement may involve the deployment of additional resources. As such, the costs of the deployment of these additional resources, if any, will be borne by the candidate requesting for it. This fee is non-refundable.

Note that any request for Access Arrangements will be submitted to Cambridge Assessment International Education (CIE) on behalf of the candidate and the final decision will be made by CIE. The candidate will be notified of the outcome.

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**SECTION 5: SUBJECT SELECTION**

Qualification Level:

- Cambridge IGCSE
- Cambridge International AS & A Level

Subjects and Options:

Complete this table by referring to the “List of Subjects and Options” document.  
 Do not write anything in the spaces below “FOR OFFICIAL USE”.

S/No.	Syllabus Code				Option Code		Examination Fee			FOR OFFICIAL USE
01										
02										
03										
04										
05										
06										
07										
08										
09										
10										
<b>TOTAL FEE (SGD) (inclusive of GST)</b>										

**FOR OFFICIAL USE**

Payment Date: \_\_\_\_\_ Payment Mode: \_\_\_\_\_

Payment Receipt Processed by: \_\_\_\_\_

Payment Receipt Number: \_\_\_\_\_



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**SECTION 6: SUPPORTING DOCUMENTS**

Documents must be colour scans of the original, where applicable. Please ensure no part or pages of the document are missing. Unclear/missing documents will lead to a delay in processing your application.

Do not write anything in the spaces below “FOR OFFICIAL USE”.

Supporting Documents	Tick (✓) to confirm you have included this	FOR OFFICIAL USE
NRIC (for Singaporean and Singapore PR Candidates)		
Passport Biodata Page (for Non-Singaporean Candidates – including Singapore PR)		
Medical/Supporting Document(s) for Access Arrangement listed on Page 3		
Supporting Document:		
Supporting Document:		

**SECTION 7: DECLARATION**

- I have read through and understood all the contents of this document.
- I have ensured that all the information provided by me is true and accurate.
- I agree to abide by the refund policy as stated on Page 1 of this document.
- I agree to bear any additional costs incurred by the exam centre for administering my request for access arrangement.
- I agree to not hold the staff of SSTC Institute responsible for the outcome of my registration.

*Note: Ensure to check that all the information you have provided in this form is accurate. An amendment fee will be imposed for any changes/amendments requested after the Standard Registration deadline.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

(Guardian/Parent’s signature, if candidate is less than 18 years old)

(Candidate’s signature, if candidate is 18 years old or more)

**END OF REGISTRATION FORM**