



PRE-COURSE COUNSELLING CHECKLIST

Please follow the links below and read through relevant information about the school, our courses and programs, fees, application requirements, criteria, contract, policies and terms and conditions.

Admissions Process

- [Admission process](#)
- [Entry requirements](#)
- [Full application checklist](#)

School Information

1. Course information, structure, modules and outlines:

- [Nursery](#)
- [Pre-K to KG 2](#)
- [Grade 1 to Grade 5](#)
- [Grade 6 to Grade 10](#)
- [Grade 11 to Grade 12](#)

2. [Assessment](#)

3. All Pre-Kindergarten students (new or existing students who are promoted to Pre-K) must be toilet trained when they enter into Pre-Kindergarten grade level.

4. Attendance policy minimum requirement - 90% attendance for Student Pass holders, 85% for local students.

5. [Promotion and award criteria, including the type of certificate awarded, further education or graduate opportunities.](#)

6. [Student support services that are available](#)

7. [Refund, withdrawal and transfer policies](#)

8. [Opening hours and location](#)

9. [Facilities and infrastructure](#)

Fee-related Information, Student Contract and Insurance

1. [Non-refundable and non-transferable application and registration fee](#)

2. [Course fees, payment schedule and other miscellaneous fees payable](#)

3. [Methods of payment](#) (please note that tuition fee payment can only be made once the Student Contract has been duly signed)

4. [Fee protection, medical insurance, and admissions terms and conditions](#)

5. [Student contract](#)

Singapore Regulation For International and Local Students

1. Student Pass application and procedures
2. Working in Singapore - Student Pass Holders aged 14 years and above can work during vacation without a Work Pass as XCL World Academy is an approved Institution under the Ministry of Manpower. Student Pass Holders are NOT allowed to work during School Term or engage in any form of Employment without a valid Work Pass issued by the Ministry of Manpower (MOM).
3. Ministry of Education (MOE) waiver for Singaporeans 6 yrs old and above
4. The SkillsFuture Singapore (SSG) website

