



光華學校

KONG HWA SCHOOL

350 Guillemard Road, Singapore 399772

T +65 6342 1195 F +65 6342 1120

E konghwa\_sch@moe.edu.sg

www.konghwa.moe.edu.sg



3 January 2018

Dear Parent / Guardian of Primary 1 and Primary 6 students,

## PHOTO-TAKING FOR STUDENTS FOR THE SCHOOL SMART CARDS (2018)

### School Smart Card (SSC)

1. The Ministry of Education (MOE) will be conducting the yearly photo-taking exercise for all students in Primary One (P1) and Primary Six (P6) for the issue of the School Smart Card (SSC).
2. While P1 students will get their SSCs by end Mar 2018, the photo-images captured for the P6 students will be used for the printing of Secondary SSCs when they are promoted to Secondary One in 2019.
3. Transit Link Pte Ltd (TL) will schedule its photo taking team, Kenetics to Kong Hwa School on **12 Jan 2018 (Friday)** for the photo taking sessions.

### **Procedures for Photo Taking Exercise**

4. Students will be arranged by class order for the photo taking session. The assistance of teacher is sought to bring the class for the photo-taking session and ensure that it is smooth going and completed within the stipulated time.

### **Absentees during the Actual Day of the Photo-Taking Sessions**

5. Students who missed the photo taking session will have to submit a recent colour, full face passport size photograph (35mm by 45mm) without border, taken in school uniform against white background to the school. The following information should be written clearly on the reverse side of the photograph and submit to school by **18 Jan 2018**.

- Name of Student :
- Student ID :
- Name of School :
- Class :

Please turn over to next page.

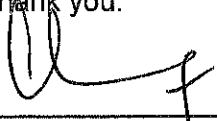


6. For Primary 1 students who missed the deadline for the manual submission of photographs, they will have to proceed to any of the 9 TransitLink Concession Card Replacement Offices (CCROs) to apply for their 1<sup>st</sup> issue Primary SSC upon advice of actual date by TransitLink through MOE. Applicants are to bring along a recent colour, full face passport size photograph (35mm by 45mm), taken in school uniform against white background to the CCRO located at :

Admiralty MRT Station  
Ang Mo Kio Bus Interchange  
Buona Vista MRT Station  
Bukit Panjang MRT Station  
Choa Chu Kang Bus Interchange  
Hougang Central Bus Interchange  
Jurong East Bus Interchange  
Somerset MRT Station  
Tampines Bus Interchange

7. For Primary 6 students who missed the deadline for the manual submission of photographs, TransitLink will inform students (when they are in Secondary 1 in 2019) of the date to proceed to the CCROs to apply for their 1<sup>st</sup> issue of Secondary SSC,.

Thank you.



---

Mrs Cheong Ye Ling  
Principal