



COMMONWEALTH SECONDARY SCHOOL
Nurturing Champions of Today and Leaders of Tomorrow

11 August 2017

Ref: CWSS/2017/01-admin/s2Exp

Dear Parents/Guardians of Sec 2/6 & 2/7

PAYMENT FOR ENRICHMENT PROGRAMMES (SEMESTER 2)

As part of the school's effort and commitment to provide an enriching and holistic learning experience for our students, a series of enrichment programmes have been planned. While much of the cost has been heavily subsidised by the school, a co-payment is necessary for the following programmes.

2. For Semester 2, we will be collecting the expenses for:

No	Item	Description	Amount	Mode of Payment
i	Photoshop	This is a 14-hour programme spread over Term 2 (21 March to 7 July 2017). It aims to empower students to be able to edit, design and create artwork using the functions in Photoshop.	\$15.00	Singapore Citizen students may use their edusave to pay for this amount
ii	Computer Aided design	This is an 8-hour programme spread over Term 3, week 3 to Term 4, week 2. Students will learn basic competencies to prototype their solutions using 3D printer.	\$11.00	Singapore citizen students may use their edusave to pay for this amount
Total for Singapore Citizen student			Edusave: \$26.00	
Total for Singapore Permanent Resident student and Non-citizen student			Cash/Cheque: \$26.00	

3. The total amount can be paid either by cash/cheque and edusave. If payment is by cheque, please issue the amount to 'Commonwealth Secondary School'. At the back of the cheque, you should indicate the following:

- Your child's name
- NRIC
- Class
- Semester 2 collection 2017

4. Please advise your child to submit the cash/ cheque together with **Annex A** to the **General Office** on **Tuesday 22 August 2017, between 10 a.m. to 3.30 p.m.**
5. Students who are under the MOE/SAC Financial Assistance Scheme are not required to submit Annex A as the fees will be fully subsidised by the school
6. If you have further queries on the payment, please contact our Management Support Officer, Ms Pushpa at **6560-6866**.

Thank you

Yours sincerely,


Mr Aaron Loh
Principal

The Principal
Commonwealth Secondary School

Payment for Enrichment Programmes 2017 (Semester 2)

Amount payable for Enrichment Programmes 2017: \$26.00

Pupil's Name : _____ Level/Class: _____

NRIC or BC No.: _____

Please indicate a tick in the following box (if applicable):

[APPLICATION FOR WITHDRAWAL OF FUNDS FROM EDUSAVE ACCOUNT

(Applicable only to Singapore Citizen students. Please call the *Edusave hotline 62600777* to check your child's Edusave account balance.)

I wish to withdraw **\$26.00** from my above-named child's/ward's Edusave account for payment of the mentioned programmes.

I undertake to make the payment in cash/cheque if there are insufficient funds in my child's/ward's Edusave account to meet the payment.

OR

PAYMENT BY CASH/CHEQUE (payable to "Commonwealth Secondary School")

(Please write your child's/ward's name and class on the reverse side of cheque)

I wish to pay

\$26.00 (For Non-Citizens) for the following programmes in **** cash/cheque**

Programme	Amount
Photoshop	\$15.00
Computer-Aided design	\$ 11.00

** - please delete accordingly

Signature of Father/Mother/Guardian

Date

