



**COMMONWEALTH SECONDARY SCHOOL**  
Nurturing Champions of Today and Leaders of Tomorrow

28 March 2017

Ref: CWSS/2017/01-admin/s3 NT

Dear Parents/Guardians of Sec 3-1 & Sec 3-10

**PAYMENT FOR LEARNING RESOURCES AND ENRICHMENT PROGRAMMES (SEC 3)**

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

2. The school conducts 2 collection cycles (in April and September) for these non-MOE standard fees. For Semester 1, we will be collecting the expenses for:

No	Item	Description	Amount	Mode of Payment
i	Reading Programme	Subscription cost of ACE magazine to expose students to the benefits of extensive reading and to broaden their general knowledge	\$25.00	Singapore citizen students may use their edusave to pay for this amount
ii	Outward Bound Programme	This is an outdoor experiential 5 days 4 nights Multi-School Youth Navigators' programme which will take place from 30 Oct to 3 Nov 2017. It aims to develop deeper social-emotional competencies through shared experiences. More details will be disseminated nearer the date.	\$50.00	Singapore citizen students may use their edusave to pay for this amount
iii	Level camp T-shirt	To instill camaraderie and identification within the level	\$3.00	Cash/Cheque
<b>Total for Singapore Citizen student</b>			<b>Edusave: \$75.00</b>	<b>Cash/Cheque: \$3.00</b>
<b>Total for Singapore Permanent Resident student and Non-citizen students</b>			<b>Cash/Cheque: \$78.00</b>	

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 1 collection 2017

4. Please advise your child to hand the cash/ cheque together with **Annex A** to the **General Office** on **Thursday 6 April 2017, between 11 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 Learning Resources and Enrichment Programmes 2017**  
**(Ref: CWSS/2017/01-admin/s3NT)**  
**Sec 3 NT**

**Amount payable for Learning Resources and Enrichment Programmes 2017: \$78.00**

Pupil's Name : \_\_\_\_\_ Level/Class: \_\_\_\_\_

Identification 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 **\$75.00** from my above-named child's/ward's Edusave account for payment of the above-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.

AND

**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 **\*\*\$3 / \$78** for the abovementioned programmes in **\*\*cash/cheque**

\*\* - please delete accordingly

\_\_\_\_\_  
Signature of Father/Mother/Guardian

\_\_\_\_\_  
Date