



Certificate Number : 601596

## 2023 年报读及注册指南 Student's Enrolment Guideline (Year 2023)

### 1. 录取标准 Qualification criteria (有学位即可申请 Applicable only when there is availability)

#### 新生 (小六毕业生) New students (Primary school graduates)

- a. 通过本校入学试  
Passed the Entrance Test..... **或 or**
- b. 学校考试成绩达标  
With satisfactory school academic results **或 or**

#### 插班生 Transferred students

- 须进行面试**  
**Must attend an interview session.....** **及 and**
- a. 通过本校插班生分班甄别考试  
Passed the Placement Test..... **或 or**
- b. 学校考试成绩达标  
With satisfactory school academic results

### 2. 注册时须携带的文件 Documents required for the registration

学生资料 (原件及复印件) Student's particular (Original and photocopy)	报读注册 Registration (Enrolment)			入宿注册 Registration (Hostel)
	本地生 Local Students		国际生 International Students	
	新生 New	插班生 Transferred		
学生身份证 NRIC (本地生 Local student) / 学生护照 Passport (*国际生 International student) <i>*拥有至少一年有效期限 With minimum 1 year validity</i>	✓	✓	✓	✓
出生证明 Birth Certificate	✓	✓	✓	
小学全年成绩单 Primary school's academic result	✓			
学校考试成绩单 School's academic result		✓	✓	
离校证书 School Leaving Certificate		✓		
近照 (护照型-4 张) Recent photo (Passport size - 4 pcs)			✓	✓
学生医药卡-复印本 (若有) Student's Medical Card - photocopy (If any)				✓
<b>父母/监护人资料 (复印本)</b> Parents/ Guardian's particular (photocopy)				
父亲身份证 (本地生) / 护照 (国际生) Father's NRIC (Local) / Passport (International)	✓	✓	✓	✓
母亲身份证 (本地生) / 护照 (国际生) Mother's NRIC (Local) / Passport (International)	✓	✓	✓	✓
监护人身份证 (本地生) / 护照 (国际生) *如有 If applicable Guardian's NRIC (Local) / Passport (International)	✓	✓	✓	✓
父母结婚证书/离婚证书 *只限中国生 Only applicable for China students Parent's Marriage certificate / Divorce Certificate			✓	

### 3. 缴费方式 Mode of Payment

<b>现金 / 信用卡 / 转账卡</b> Cash / Credit card / Debit card	办公时间可前往出纳处缴费 Payment to be made at Treasury Department during office hours
<b>支票</b> Cheque payment	<b>支票抬头 Payable to POI LAM SECONDARY SCHOOL (P) IPOH</b> 支票过账后方为缴费成功 Payment will only be considered successful once cheque has been cleared
<b>银行汇款</b> Direct bank-in	<b>大众银行 Public Bank Berhad - 398 6629 729</b> <b>POI LAM SECONDARY SCHOOL (P) IPOH</b> 家长须通知校方及提供相关银行存款收据 (可通过传真/电邮/ WhatsApp: 012-381 2003 出纳部) Parents/guardian is required to inform and present the bank-in slip (via fax / email / WhatsApp: 012-381 2003 Treasury Department)
<b>JOMPAY</b> 账单代码 Biller Code: 45880	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>Ref-1: 学生学号 Student No.</b>  <b>Ref-2: 学生姓名 Student Name &amp; 附件费用 Payment Details</b> </div> <div style="border: 1px dashed black; padding: 5px; display: inline-block; margin-left: 20px;"> <b>Example:</b>  <b>Ref-1: 20004</b>  <b>Ref-2: Napatsorn - 01/2023 School Fee</b> </div>

如需进一步的详情请咨询教务处(011-2155-3363)。  
 Please contact the Academic Department for further information (011-2155-3363)