



Yuhua  
Secondary School  
裕华中学

**A Future-Ready School That Inspires Excellence**

Honour Learning, Strengthen Character,  
Awaken Talents, Inspire Dreams.

25 October 2017

Through: Principal, Ms Ng Sook Kit

Dear Parent / Guardian,

**2018 Secondary 3 Subject Allocation Exercise – Appeal Form**

1. The results of the Subject Allocation Exercise will be released on mcOnline ([https://www.mconline.sg/LEAD/login/lms\\_login.aspx](https://www.mconline.sg/LEAD/login/lms_login.aspx)) on **10 November, Friday at 1400 hrs.** Your child / ward may log in to mcOnline to check their allocated subject combination for Secondary 3.
2. If your child / ward would like to submit an appeal for the subjects allocated, please complete the appeal form (Annex A) and submit it to the school's General Office by **15 November, Wednesday by 1700 hrs.**
3. Appeals should be supported by valid medical reasons / conditions or other special considerations. Request submitted based on failure to meet eligibility criteria is likely to result in an unsuccessful appeal.
4. The results of the appeals made will be released on mcOnline on **22 November, Wednesday at 1400 hrs.** The results is final after release. No further appeals will be accepted.
5. If you require any further assistance or clarification, you may contact the school at 6566 1985 or send an email to Mdm Thian at [thian\\_hui\\_ling@moe.edu.sg](mailto:thian_hui_ling@moe.edu.sg).

Thank you.

Your sincerely,

Mdm Thian Hui Ling

HOD Aesthetics / Craft & Technology

Curriculum Committee



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**2018 Secondary 3 Subject Allocation Exercise – Appeal Form**

<b>Full Name:</b>		
<b>IC Number:</b>		
<b>Class:</b>		
<b>Subject Allocated:</b>	<b>Subject to Appeal For:</b>	<b>Reason for appeal:</b>
<b>Name of Parent / Guardian:</b>		
<b>Signature:</b>		
<b>Contact number:</b>		

**Please submit the completed appeal form to the school's General Office by 15 November, Wednesday 1700 hrs.**