

Date: 04th November 2016

FROM THE PRINCIPAL'S DESK:-

Dear Parent / Guardian,

This week marks the final lap of Semester II and this message comes as my closing remarks for the year 2016. Please also observe the following notices and information which are relevant for the coming year, i.e. 2017.

- **Examinations:**

- The CIE Examinations, i.e. **GCE O Level/IGCSE AND the A Level Examinations** for the Oct/Nov 2016 are currently in session and shall end by Nov 16, 2016. We wish all our students/candidates the best of luck in their examinations. I am sure with good focus coupled with hard work they will be able to achieve good grades.
- The results of the following **CIE Examinations** shall be released as follows:
Checkpoint (Year 9): Before the end of November 2016
A Level: 10th January 2017
GCE O Level/IGCSE: 17th January 2017

- **Semester II Report Card Day:**

- The next Report card day falls on **Sat, 19th November 2016** and parents are encouraged to come early to meet both class teachers and subject teachers from 9.00am till 1.00pm on this day. Please note that attendance will be taken for our records and feedback.
- It is a great opportunity for parents to discuss with teachers in regards to their child's/children's welfare whilst they are in school and also their participation in the various school activities. Hence your presence is very much appreciated.

- **SJIS On-Line EMS:**

- Please be informed that with the commencement of our EMS in 2016 all tracking of student's academic progress and communication on this matter are currently on this platform. All students have been trained and parents should be able to monitor their child's/children's homework, assignments and also projects with specified time-line for completion and submission.
- Parent's username will be exactly their child's student account with the **extra inclusion of the letter 'P'** at the end of your child's student account. (For example: if the child's account username is 'SJIS0123'; the respective parent's username will be '**SJIS0123P**').
- Parent's initial login password shall be similar to their username mentioned above. (eg. username: SJIS0123P, the initial/first time login password would be '**SJIS0123P**'). Parents should then have their passwords changed with a **8 digit (alpha-numericals accepted)** after their initial/first login is successful.
- With this access, parents will have additional functions to check on student's leave application(which can be sent directly to teachers by the EMS); student's withdrawal request; fee payment monitoring and posting official feedback to the school including being aware of their disciplinary records.

- **Student Lockers:**

- As per my notice dated 17th October 2016 with regards to the above matter, parents can still submit their rental of locker forms enclosed with the necessary payments before or on 19th November 2016. The refundable deposit is RM100.00 whilst the yearly rental is RM180.00.
- This facility provided by the school will ensure students are able to store their belongings neatly and safely in their respective lockers.

- **Gentle Reminder on Sibling Registration 2018 Intake:**

Please ensure your child/children are registered with us for the January 2018 Intake as places are limited. I urge parents to register them early to avoid any disappointments. All registration of students are **based on 'first come first serve' basis**. For further enquiries, please do not hesitate to contact our marketing team in regards to fee payments, sibling discounts & etc.

- **Career Fair & Student Placement:**

- On 08th September 2016, we had a career fair and educational talks especially for our upper secondary students who would be completing their IGCSE Examinations this year and would be prospecting to join an institute of higher learning to pursue their further studies. Parents who wish to obtain more information on local and/or overseas university placements can contact Mr. Meby Ignatius, our Head of Marketing & International Student officer for further details.

- **2017 Fees Payment:**

- Please be informed that all fees for the coming Semester I, 2017 are to be settled and paid **before or on Thursday, 15th December 2016**. Kindly ensure that school fees are paid on time to avoid any imposition of late payment charges. The payment invoice has already been given to your child/children for your kind attention. All books and materials can be collected upon payment of all fees from 15th December onwards.

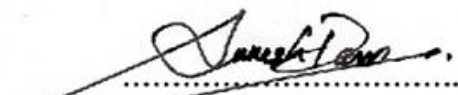
- **School Attire/Uniform:**

I request all of you to ensure that our students are attired properly. School ties and respective 'house T-shirts' can be purchased from the office during the school holidays.

I wish to thank all of you/sponsors who have humbly come forth as sponsors for our various cause and events this year. We hope you would give your continual support again for 2017 as all your help and assistance had made a great impact in all our activities.

Thank you and my best wishes for the coming festivals and the New Year – 2017!

Yours sincerely,



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Suresh Dass
Principal