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| **Certificate Application Form**  ※ Applicants may fill in the bold lined box.  -It takes 3 to 4 days to issue.  -Student Record is written only in Korean. – Please tick and sign for consent of private information.  -It is not possible to send overseas. –We keep the original document for 14 days. | | | | | | | |
| Type of document request | **Title of document requested** | | Korean | English | School Year | |  |
| ◦(e.g) School Transcript | |  | 1 | 2016 | |  |
| ◦(e.g) Student Record (only in Korean) | | 1 |  | 2017 | |  |
| ◦ | |  |  |  | |  |
| ◦ | |  |  |  | |  |
| ◦ | |  |  |  | |  |
| Applicant  (Student information) | **Student Name** | Korean |  | | Name of guardian applying  : | | |
| English |  | |
| Current Grade  \*Final grade if currently  not attending | Current student : | | | Previous student : | | |
| Date of Birth |  | | | Gender |  | |
| Attending Period in SKIS |  | | | | | |
| Contact (Phone/Mobile) |  | | | Reason of request the certificate |  | |
| E-mail address  (If you want to get copy by e-mail) |  | | |
| Organization  in charge | Organization | Singapore Korean International School | | | | | |
| Contact | +65 6741-0778 / 070-4063-3995 | | | | | |
| Fax | +65 6467-1259 | | | | | |
| Certificate No. |  | | | | | |
| **I, the applicant, consent to the use of my personal information for the issuance of the requested certificate. □**  Application date : (dd/mm/yyyy)  Applicant (signature)  **싱가포르한국국제학교장 귀하** | | | | | | | |