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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) |  |
| Organizationin 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** |