



ADMISSIONS GUIDE

Academic Year 2023–2024



Welcome Letter from the Admissions Department

Dear Parents,

Thank you for your interest in XAA!

We understand the importance of choosing the perfect school for your child, and it is a big decision not to be taken lightly. Whether you are already living on the sunny island of Singapore or considering relocating to this beautiful city, our Admissions Team will be a valuable resource in helping you find the right school for your child.

XAA is an inclusive international school with over 20 nationalities in our cohort. We strive to inspire the next generation of pioneers who dream big and aim to improve the world. We recognize that every child is a unique individual with their own talents, challenges, hopes, and dreams, and that is why we offer a breadth and balance of opportunities.

At XAA, we practice the rolling admissions process and welcome applications throughout the academic year. We aim to make the admissions process an easy, seamless, and hassle-free experience for all families. Our experienced and friendly Admissions Team is fully committed to helping your family have a great start in school.

Most of our communications with our families will occur via phone calls, emails, or virtual meetings, but nothing beats an actual school visit! If you are in Singapore and have yet to visit our campus, we strongly encourage you to contact our Admissions Team and schedule a school visit. We will gladly meet your family and bring you around our beautiful campus!

We have created this booklet to guide you through our admissions process, and answer frequently asked questions. Please do not hesitate to call us at **+65 6230 4222** or email admissions@xaa.edu.sg.

We look forward to welcoming you and your family to XAA soon!

Warmest regards,

Admissions Team



Application Process 5 Easy Steps

1. Application

Submit an online application via the **XAA Application Portal** and upload all required documents according to the checklist.

2. Pay the Application Fee

To initiate the application process, you are required to pay the Application Fee of \$888* (upfront, non-refundable). Please send a screenshot of the payment to the Admissions Team when the fee is paid.

3. Application Review

The Admissions Department will review all completed applications. Some applicants may be invited to sit for an English Language proficiency test, assessment, or a meeting with the Academic Team. Our Admissions team will guide you through every step of the process.

4. Offer

Successful applicants will receive an official Offer Letter from the school's Admissions Department. As part of the application process, you will be required to pay an upfront, non-refundable Enrollment Fee of \$2,480* upon receiving the offer letter. After that, you will receive a Student Contract for your acceptance and an invoice for the tuition fees.

5. Enrollment

Once all documentation is submitted, and tuition fees are paid, your family will be all set to embark on an exhilarating learning journey at XAA. In addition, the school will send you a Welcome Information Pack before the first day of school.

We look forward to our close partnership in your child's development at XAA!

* The fees stated are in Singapore Dollars and include 8% Goods and Services Tax (GST). Please be advised that effective 1st January 2024, the Application Fee will be revised to \$896, and the Enrollment Fee will be revised to \$2,503 to account for the increase in GST rate from 8% to 9%.

Application Checklist

The following items are required at the time of application and are **mandatory for your application to be reviewed**:

- ☐ Completed online application form submitted via the XAA Application Portal
- ☐ Proof of the Application fee payment (upfront, non-refundable fee of \$888* per child)
- ☐ Copy of applicant's most current and past one year's school reports (wherever applicable)
- ☐ Copy of applicant's passport
- ☐ Student Questionnaire
- ☐ Student Medical Form
- ☐ Applicants in Grades 6-8 are required to complete the Student Information Request Form

The below documents are **mandatory and required to be uploaded via the XAA Application Portal before the course commencement date**:

- ☐ Applicant's birth certificate
- ☐ Applicant's and both parents' passport-sized photograph
- ☐ Applicant's immunization record (for foreign-born children aged 12 and below who are first-time applicants for long-term immigration passes in Singapore, a certificate from Singapore Health Promotion Board is also required)
- ☐ Uploaded copies of both parents' passports
- ☐ Applicant and both parents' front and back copies of the valid Singapore ID Card (Employment Pass, Dependent Pass, Permanent Resident Card, Re-entry permit, IEO for Diplomats)

Important Note:

1. All supporting documents must be in English. If any supporting document is not written in English, an official certified English translation is required.
2. Parents must ensure that all documents listed under the Application Checklist are uploaded via the XAA Application Portal before their child's commencement date in school.

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School Fees

Application Fee	Enrollment Fee
\$888	\$2,480

Note:

- The fees stated are in Singapore Dollars and include 8% Goods and Services Tax (GST). Please be advised that effective 1st January 2024, the Application Fee will be revised to \$896, and the Enrollment Fee will be revised to \$2,503 to account for the increase in GST rate from 8% to 9%

Tuition Fees

Grade	Semester 1	Semester 2	Total Annual Fees
Nursery	\$10,356.48	\$10,356.48	\$20,712.96
Pre-K	\$10,842.59	\$10,842.59	\$21,685.18
KG1	\$11,085.65	\$11,085.65	\$22,171.30
KG2	\$12,453.70	\$12,453.70	\$24,907.40
Grade 1	\$12,453.70	\$12,453.70	\$24,907.40
Grade 2	\$12,453.70	\$12,453.70	\$24,907.40
Grade 3	\$12,916.67	\$12,916.67	\$25,833.34
Grade 4	\$12,916.67	\$12,916.67	\$25,833.34
Grade 5	\$12,916.67	\$12,916.67	\$25,833.34
Grade 6	\$13,842.59	\$13,842.59	\$27,685.18
Grade 7	\$13,842.59	\$13,842.59	\$27,685.18
Grade 8	\$14,305.56	\$14,305.56	\$28,611.12

Note:

- The fees stated are in Singapore Dollars and exclude 8% Goods and Services Tax (GST). Please be advised that effective 1st January 2024, the GST rate will increase from 8% to 9%, and there will be corresponding adjustments to the tuition fees.
- Tuition fees can be paid on a per semester basis (twice-yearly), or on a quarterly basis. Please note that the total amount payable for the quarterly payment option will be subject to an 8% surcharge.
- For new families, Tuition Fees will be prorated by month if the students begin their course after the academic semester has commenced. Note that the students will be billed for the month they start school, irrespective of the start date.

Miscellaneous Fees

Fees	Semester 1	Semester 2
English as an Additional Language (Grades 1-8)	\$2,754	\$2,754
Learning Support	\$1,890	\$1,890
Technology (Grades 5-8)	\$262.50	\$262.50

Note:

- The fees stated are in Singapore Dollars and include 8% Goods and Services Tax (GST). Please be advised that effective 1st January 2024, the GST rate will increase from 8% to 9%, and there will be corresponding adjustments to the miscellaneous fees.
- For new families, only EAL and Learning Support fees will be prorated by month if the students begin their course after the academic semester has commenced. Note that the students will be billed for the month they start school, irrespective of the start date.

What is Included in the Tuition Fees?

- Academic progress testing
- Essential academic resources, textbooks, learning materials, and resources
- For all school-related activities and excursions, with the exception of any overnight trips, the school will provide bus transportation for our students.

What is Not Included in the Tuition Fees?

Goods and Services Tax (GST)

School Uniform

\$100– \$160 (excluding GST) for a complete uniform (standard uniform and PE attire).

Overnight/Overseas Learning Trips/ Excursions

\$500 – \$3,150 (excluding GST) per year, depending on the activity/activities.

Extra-Curricular Activities (ECAs)

\$100 (excluding GST) per ECA per quarter (for activities conducted by the XAA staff).

\$200 – \$500 (excluding GST) per quarter for activities provided through external vendors.
ECAs are not compulsory but highly encouraged.

Transportation Services

Subject to distance, paid directly to external bus vendor.

Lunch/Snacks

\$28 to \$50 per week, depending on the number of meals ordered. Students are welcome to bring a packed lunch/snack to school.

Technology Fees

A Technology Fee has been introduced for students in Grades 5–8 and covers technology support and the installation of school-provided learning applications and software on students' devices. In cases where students do not have their own devices, the school will provide them with one. Please refer to the Miscellaneous Fees table for more information about the Technology Fee.

English as an Additional Language (EAL)

EAL Program is offered to students from Grade 1. For more information, please refer to the Miscellaneous Fees table.

Stationery

Costs vary, depending on the grade and subject. The school provides essential stationery resources used within the classroom; however, personal items that students take home daily (such as calculators, exercise books, markers, pens, pencils, etc.) should be acquired from external vendors.

External Examinations Fee (if required)

Based on the actual costs charged to the school by the external vendor.

Learning Support

While we strive to create a positive, nurturing, and inclusive learning environment for our students, currently, XAA has limited internal learning support resources available within the school.

To address this, the school has partnered with certified and experienced external agencies to offer additional learning support to our students. These services are accessible to students who require additional support in addition to the existing limited resources within the school. All applications will be reviewed on a case-by-case basis. For more information, please refer to the Miscellaneous Fees table.

Payment Methods

All charges are expressed in Singapore dollars. Payment may be made by:

- PayNow: UEN 202032207C
- Bank/wire transfer
- Credit card
- Online portal. To process the Application Fee payment, please use the following link: <https://buy.stripe.com/14keYlaXZdOKft26oo>. To process the Enrollment Fee payment, please follow this link <https://buy.stripe.com/14k4jHc235ie5eo9AB>.
- Cheque (drawn in favor of XCL AMERICAN ACADEMY PTE. LTD.)
- For Child Development Account (CDA)* payment-related matters, please contact our Finance Department at finance@xaa.edu.sg.

*Applicable only to Singapore Citizens

For SG dollar remittances:	
Bank account name:	XCL American Academy Pte Ltd
Account number:	601654593001
Bank:	OCBC Bank
Bank code:	7339
Branch code:	601
Swift code/IBAN:	OCBCSGSG (required for TT)
Bank charges:	The remitter shall bear all bank charges from the Telegraphic Transfer.

For US dollar remittances:	
Bank account name:	XCL American Academy Pte Ltd
Account number:	601654593001
Bank:	OCBC Bank
Bank code:	7339
Swift code/IBAN:	601
Intermediate bank Swift code/IBAN:	CHASUS33
Bank charges:	The remitter shall bear all bank charges from the Telegraphic Transfer.



Important Admissions Information

Sibling Discounts, Concessions, and Scholarships

At this point, we do not offer sibling discounts, concessions, or scholarships. This policy will be reviewed annually.

English as an Additional Language (EAL) Program

XAA's English language proficiency requirements vary depending on a student's grade level. The EAL Program will become mandatory for students in Grades 1 – 8 if the school determines that the student requires this support program after conducting the English proficiency assessment. Our EAL Program supports students with limited English language proficiency skills. It develops written and spoken English capabilities to help them make the most of their time here at XAA.

Children entering **Nursery through to KG2** are not formally assessed prior to enrollment. The students will join the English-speaking environment and have language opportunities integrated into all classroom activities.

Students entering **Grade 1 and above** whose first language is not English or who are coming from a school where the language of instruction is not English may be required to sit for an English language proficiency assessment (WIDA). This will allow the school to determine whether the candidate can access the English-based curriculum and if they require additional English language support.

WIDA is a large-scale English language proficiency assessment designed by the World-Class Instructional Design and Assessment Consortium (WIDA) to assess students' English proficiency in listening, speaking, reading, and oral language.

Students who require additional English language support to access the curriculum successfully will be placed in the EAL Program. Participation in this programme is mandatory.

Immunizations

Immunizations are one of the prerequisites for application and subsequent enrollment at XAA. All applicants are required to submit a copy of vaccination records via the online application form as part of the admissions process.

Foreign-born children aged 12 and below

All foreign-born children aged 12 and below are also required to provide documentary proof of vaccination or evidence of immunity for diphtheria and measles to the Health Promotion Board (HPB) for verification before they can proceed with their applications to the Ministry of Manpower (MOM) or Immigration & Checkpoints Authority (ICA) for their long-term stay in Singapore. This requirement applies only to first-time applicants. Immunization against measles and diphtheria is mandatory in Singapore under the Fourth Schedule of the Infectious Diseases Act (Cap 137). For more information, please refer to the HPB website.

Disclosure of Nationality

Parents are required to fully disclose the nationality/citizenship status of all applicants—including dual nationality. Specifically, any applicant who holds Singapore citizenship, either by birth or registration, must declare this information at the time of the application, as approval from the Ministry of Education (MOE) is required before the course commencement. Enrolled families must immediately notify the Registrar Department of any change in their nationality and residency status.

MOE Exemption

The school will provide personalized assistance for your application for exemption status to the MOE, and we will guide you through this process.

Application for an exemption from the MOE

XAA will liaise directly with the MOE on the application's progress and update the family accordingly once an outcome has been reached. The MOE will take approximately up to eight weeks to review the application and inform XAA thereafter.

You are encouraged to provide all the relevant documents in your application, as incomplete applications will delay the processing time. A completed application and the full set of required documents will be passed to the Admissions Committee for review. Once an application has been reviewed, parents will be advised of their child's eligibility to be considered for admission. The school will contact successful applicants.

The Admissions Department will send you a formal Offer Letter and instructions on how to complete the enrollment process.

If your child requires an exemption from the MOE, please contact our Admissions Team ahead of the admission date, and we will guide you through the application process.

Student Pass

XAA intends to apply for EduTrust Certification to enroll students on Student Passes. At this point, the school does not facilitate Student Pass applications.

No Student Pass is required for students holding a Dependant's Pass, Immigration Exemption Order (IEO), or Singapore Permanent Residency (PR).



Grade Placement

As an international school in Singapore, XAA aims to ensure appropriate grade placement for every student based on their age and academic, social, and emotional development. For this reason, new students may be required to complete an appropriate grade-level screener to determine placement. Students applying to the school must be of an appropriate grade age by 1st September for admission consideration. Families are encouraged to refer to the below Grade Placement Guide to ensure that they are applying to the correct grade level, taking into account the differences in the naming of 'grades' around the world.

Grade Placement Guide			Equivalent Grade Placement in National Systems			
XCL American Academy	Age	Date of Birth	North America	England	Australia/NZ	South Africa
Nursery	2	2.09.2020 – 2.09.2021	-	-	-	-
Pre-K	3	2.09.2019 – 2.09.2020	-	FS 1	-	-
KG1	4	2.09.2018 – 2.09.2019	PRE-K	FS 2	KG	-
KG2	5	2.09.2017 – 2.09.2018	KG	Year 1	Prep	Reception
Grade 1	6	2.09.2016 – 2.09.2017	Grade 1	Year 2	Year 1	Year 1
Grade 2	7	2.09.2015 – 2.09.2016	Grade 2	Year 3	Year 2	Year 2
Grade 3	8	2.09.2014 – 2.09.2015	Grade 3	Year 4	Year 3	Year 3
Grade 4	9	2.09.2013 – 2.09.2014	Grade 4	Year 5	Year 4	Year 4
Grade 5	10	2.09.2012 – 2.09.2013	Grade 5	Year 6	Year 5	Year 5
Grade 6	11	2.09.2011 – 2.09.2012	Grade 6	Year 7	Year 6	Year 6
Grade 7	12	2.09.2010 – 2.09.2011	Grade 7	Year 8	Year 7	Year 7
Grade 8	13	2.09.2009 – 2.09.2010	Grade 8	Year 9	Year 8	Year 8



Academic Calendar 2023–2024

AUGUST '23

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1-13 School Holiday
9 National Day (PH)
12 New Student Orientation
14 First Day of School

SEPTEMBER '23

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

8 Teacher Professional Development Day (Non-School Day)

OCTOBER '23

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

5-6 Parent-Teacher Conference
6 End of Term 1
7-15 School Holiday
16 Start of Term 2

NOVEMBER '23

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

12 Deepavali (PH)
13 Deepavali (PH in lieu)
14 Teacher Professional Development Day (Non-School Day)
23 Thanksgiving Day
24 Black Friday

DECEMBER '23

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

15 End of Term 2
16-31 School Holiday
25 Christmas Day (PH)

JANUARY '24

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

1 New Year's Day (PH)
1-7 School Holiday
8 Start of Term 3

FEBRUARY '24

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

9 Teacher Professional Development Day (Non-School Day)
10-11 Chinese New Year (PH)
12 Chinese New Year (PH in lieu)

MARCH '24

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

21-22 Parent-Teacher Conference
22 End of Term 3
23-31 School Holiday
29 Good Friday (PH)

APRIL '24

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

1 Teacher Professional Development Day (Non-School Day)
2 Start of Term 4
10 Hari Raya Puasa (PH)

MAY '24

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1 Labour Day (PH)
22 Vesak Day (PH)

JUNE '24

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

17 Hari Raya Haji (PH)
14 End of Term 4
15-30 School Holiday

JULY '24

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				


1-31 School Holiday

School Holidays
 Teacher Professional Development Day (Non-School Day)

Parent-Teacher Conference/
Student-Led Conference
 Public Holiday (PH)
 Public Holiday (awaiting confirmation)

Start/End of School Term
 Orientation Day

 **2 Yishun Street 42, S768039**

 **(65) 6230 4222**

 **admissions@xaa.edu.sg**

 **www.xaa.edu.sg**

CPE Registration Number: 202032207C. Period of Registration: 14/09/2023 to 13/09/2027

The information provided in the brochure is accurate at the time of printing. XCL American Academy reserves the right to vary any specified information documented in this brochure at any time without prior notice (June 2023).