



Preparatory Course for Singapore-  
Cambridge General Certificate of Education  
(Ordinary Level) Examination  
Course Handbook

## Table of Contents

Course Objective .....	2
Course Outcome .....	2
Course Structure .....	2
Course Modules and Outline .....	3
Graduation Requirements .....	3
Admission Requirements .....	3
Required Documents .....	3
Course Fees .....	4

## Course Objective

The Singapore-Cambridge General Certificate of Education (Ordinary Level) Examination (GCE O-Level) is a national level assessments jointly organised by the Ministry of Education, Singapore and the University of Cambridge International Examinations. This course is designed to give students a better understanding and overview of basic subjects comprising English Language, Chinese Language, Mathematics, Additional Mathematics and Principles of Accounts.

## Course Outcome

The course provides an educational foundation and experience based on the aims assessment objectives of the respective Cambridge GCE O-Level subjects.

Students with the required results can enter into local polytechnics, Junior colleges or pursue their education in other local or foreign colleges and universities.

## Course Structure

- Duration of study:  
24 months (including school breaks)  
5 hours per day, 5 days per week
  
- Modules:
  - 1) English Language
  - 2) Mathematics
  - 3) Additional Mathematics
  - 4) Principles of Accounts
  - 5) Chinese Language
  
- Mode of Teaching:  
Classroom-based learning with added facilitation and discussion to allow holistic learning
  
- Teacher Student Ratio:  
1:20

## Course Modules and Outline

Refer to [www.seab.gov.sg](http://www.seab.gov.sg) for the latest course syllabi for:

- 1) English Language
- 2) Mathematics
- 3) Additional Mathematics
- 4) Principles of Accounts
- 5) Chinese Language

## Graduation Requirements

- 1) Overall Pass for all subjects
- 2) Minimum 90% class attendance for the entire course

## Admission Requirements

Minimum Age:

- 15 years old

Academic Level:

- Minimum Secondary 1 English or regional equivalent
- Minimum Lower Secondary / Lower Middle School Graduate

Language Proficiency:

- Minimum Secondary 1 English or regional equivalent

## Required Documents

1. Application Form
2. Passport Photocopy of Applicant
3. Passport Photocopy of Parents
4. Birth Certificate
5. Certified Copy of Highest Qualification Certificates and Transcripts
6. 2 Passport Size Photograph

## Course Fees

Course Fees	Price (\$SGD)
Tuition Fees	19,000
Books and Material Fee	2300
Fee Protection Scheme	250
Student Pass Application and Processing Fees	300
Medical Insurance	200
School Registration Fees	300
Internal Assessment Fee	1000
<b>Total Course Fees Payable</b>	<b>23,350</b>
<b>Number of Installments</b>	<b>2</b>
<b>Installment Amount</b>	<b>11,675</b>

Local student (Singapore Citizen/Permanent Resident/non-Student's Pass International Student) who is protected by his/her own medical insurance coverage in Singapore can opt out from the medical insurance scheme arranged by the school.

Local students (Singapore Citizen/Permanent Resident/non-Student's Pass International Student) do not have to pay the Student's Pass Fee.

Miscellaneous Fees	Price (SGD)
Student Pass Renewal Processing Fees	200
School Application Fees (Non-refundable)	300
Medical Check-Up	50
GCE 'O' Level Examination*	Refer to SEAB

\*Fees may be subjected to change as determined by the relevant parties (e.g. bank / government) at time of processing

## Course Assessment

For all subjects:

<b>Assessment Modes</b>	<b>Description</b>
Class Participation – 10%	This special grade is used to student's participation in class. It represents "how well" the student has pursued his or her individual learning and contains holistic measures.
Continual Assessment – 40%	These are periodical tests and assignments given to students to ensure that progress is made consistently during the course and is a valuable indicator of progressive academic outcomes.
Mid-Year Assessment – 20%	This is the mid-year assessment that is conducted to ensure students are able to assess their academic performance and put in place good study strategies before the final examination. It is also the time to insert appropriate intervention if necessary.
Final Examination (Year 1) / Preliminary Examination (Year 2) – 30%	This is the final assessment that is conducted for students. For students sitting for external examination (i.e. O Level Examination), this serves as a valuable final preparation.

### Class Participation (Range 0-10%)

0-1% (Demonstrate little or no evidence of participation in class)

2-3% (Demonstrate Some Participation in class)

4-5% (Demonstrate Average Participation in Class)

6-7% (Demonstrate Regular Participation in Class)

8-10% (Demonstrate Active and Regular Participation in Class)

### Written Examination (Continual, Mid-year and Final/Prelim)

Mark Range	Grade	Remarks
0 – 20	F – Very Poor	Fail
20 – 40	E – Poor	Fail
40 – 50	D – Below Average	Fail
50 – 60	C – Average	Pass
60 – 70	C+ – Above Average	Pass
70 - 80	B – Good	Pass
80 – 90	B+ – Very Good	Pass
90 – 100	A – Excellent	Pass

### Overall Assessment of Module (Range 0 – 100)

Mark Range	Grade	Remarks
0 – 20	F – Very Poor	Fail
21 – 40	E – Poor	Fail
41 – 50	D – Below Average	Fail
51 – 60	C – Average	Pass
61 – 70	C+ – Above Average	Pass
71 - 80	B – Good	Pass
81 – 90	B+ – Very Good	Pass
91 – 100	A – Excellent	Pass

## Assessment Schedule

For all subjects:

### Year 1

**Week 7:** Continual Assessment 1

**Week 14:** Continual Assessment 2

**Week 21:** Mid-Year Examination

**Week 28:** Continual Assessment 3

**Week 35:** Continual Assessment 4

**Week 42:** Final Examination

### Year 2

**Week 7:** Continual Assessment 1

**Week 14:** Continual Assessment 2

**Week 21:** Mid-Year Examination

**Week 28:** Continual Assessment 3

**Week 35:** Continual Assessment 4

**Week 40:** Preliminary Examination

### Notes:

- The class participation grade (10%) will be assigned by the teacher at the end of the course.
- Actual dates of the assessments may vary to better fit student's learning progress. Student will be informed by the teacher in class if there are changes.