

**CHURCH OF ST TERESA**

510 Kampong Bahru Road Singapore 099446

Website: www.stteresa.org.sg

Email enquiries to: stc.catechist@gmail.com

REGISTRATION FOR CATECHETICAL PROGRAMME**IMPORTANT NOTES:**

- 1) A minimum attendance of 80% is required of your child during each year of catechesis.
- 2) Please provide a transfer letter if your child is transferring from another parish.
- 3) Please attach a copy of your child's Baptism certificate and First Holy Communion certificate (if applicable) for our record.
- 4) For registrations received within annual enrolment period (month of November) for the next calendar year, the priority for allocation of spaces will be in the following order:
 - Siblings already in the programme and children of Catechists/Catechetical volunteers
 - Transferring from other STC parish catechetical programmes (i.e. CGS)
 - Living within parish boundaries
 - Registered parishioners
 - Transfers from other parishes
- 5) Parents will be notified of your status of your child's application by end December. All late applicants after the closing date will be put on waitlist and will only be placed in our programme subject to availability, at our discretion.
- 6) To defray the cost of materials for running the catechetical programme, an annual registration fee of S\$15/child will be collected at the start of the year.

LEVEL: (Circle One) Primary / Secondary**1. CHILD'S PARTICULARS (PLEASE COMPLETE IN BLOCK LETTERS)**

Child's Full Name:		
Date of Birth (dd/mm/yyyy):	Male: <input type="checkbox"/> Female: <input type="checkbox"/>	Age (by year of birth):
Home Address:		
Postal Code:	Nationality:	
Current School:	Current Level in School:	
Child's Medical Conditions/ Special Needs/ Other concerns: Please input all known medical conditions/special needs or other concerns that we should know about to assist your child. Please note that parents may be enlisted to support their child in the catechetical setting, in the event that our Parish assessed that it is in the best interest of the child to do so.		

2. SACRAMENTS RECEIVED (PLEASE COMPLETE IN BLOCK LETTERS)

Date of Baptism (dd/mm/yyyy):	Church:	Country :
Date of Reconciliation (dd/mm/yyyy):	Church:	Country:
Date of First Holy Communion (dd/mm/yyyy):	Church:	Country:

3. PARENTS INFORMATION (PLEASE COMPLETE IN BLOCK LETTERS)

Father's Name:	Father's Religion:
Father's Contact Number:	Father's Email Address:
Mother's Name:	Mother's Religion:
Mother's Contact Number:	Mother's Email Address:
<p>Preferred Contact Person for Correspondence</p> <p>We have an e-communication approach (via email or WhatsApp on mobile phone) by the Catechist/Catechetical Coordinator to keep parents informed about matters pertaining to the Catechetical Programme relevant to your child. Please ensure the contact you provide has regular access to their email/WhatsApp.</p> <p>Please indicate (Circle one): Father / Mother / Both Parents</p>	

4. EMERGENCY CONTACT DETAILS (In case parents are unavailable)

Name of Contact Person:	
Contact Number:	Relationship to Child:

- I have ensured that the above information is correct to the best of my knowledge.*
- I will ensure that my child attends catechetical sessions regularly, and inform the catechist if my child is unable to attend in the event of illness/emergency.*

IMPORTANT: Compliance with Guidelines for the Protection of Personal Data

In filling this form, I consent to:

- The collection, storage, retention, adaptation, modification, reading, retrieval, use, transmission, blocking, erasure or destruction ("Processing") of the personal data provided by me in this Form ("Personal Data");
- The Parish processing my Personal Data for the purpose related to my child's application for catechetical sessions in the church, and for providing me updates, communications and information about the Catechetical Programme. This data shall be retained by the Parish or as long as my child is receiving catechesis in the Church.
- The Parish taking photos, videos or audio recordings which may contain my child's/ family members' image/audio and may be used for archival purposes, on Parish's website, publications and for publicity purposes.

Name of Parent:	Signature of Parent:	Date:
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OFFICIAL USE ONLY

Level Assigned:		Starting Date (MM/YYYY):	
Date of Baptism Cert received:		Date of First Holy Communion Cert received:	
Remarks:			