



Invictus International School

Singapore – Dempsey Hill

PRE-COURSE COUNSELLING DECK

What is Pre-Course Counselling?

The objective of the pre-course counselling service and process is to provide students (or their parents, if the student is below 18 years of age) with sufficient and correct information so that they can make a properly informed decision before signing the Student Contract. It will also help to match the aspirations of the prospective students with the course learning outcomes





**Cambridge Assessment
International Education**

Cambridge International School



Cert No. : EDU-2-2150
Validity: 11/05/2022 - 10/05/2026
Invictus International School
Registration number: 201541510R
Registration period: 14/06/2021 - 13/06/2025

Vision and Mission

Vision

To be a leading international school where every learner develops holistically and flourishes.

Mission

To provide accessible quality education for a better tomorrow.



INVICTUS
INTERNATIONAL SCHOOL



Core Values



Commitment

In taking ownership of your responsibilities and duties



Aspiration

In achieving your best



Resilience

In persevering through your challenges and setbacks



Empathy

In understanding, respecting and showing concern for others



INVICTUS
INTERNATIONAL SCHOOL

Student Profile

- Classes are well balanced in terms of Nationality and Gender
- Students from over 50 countries worldwide

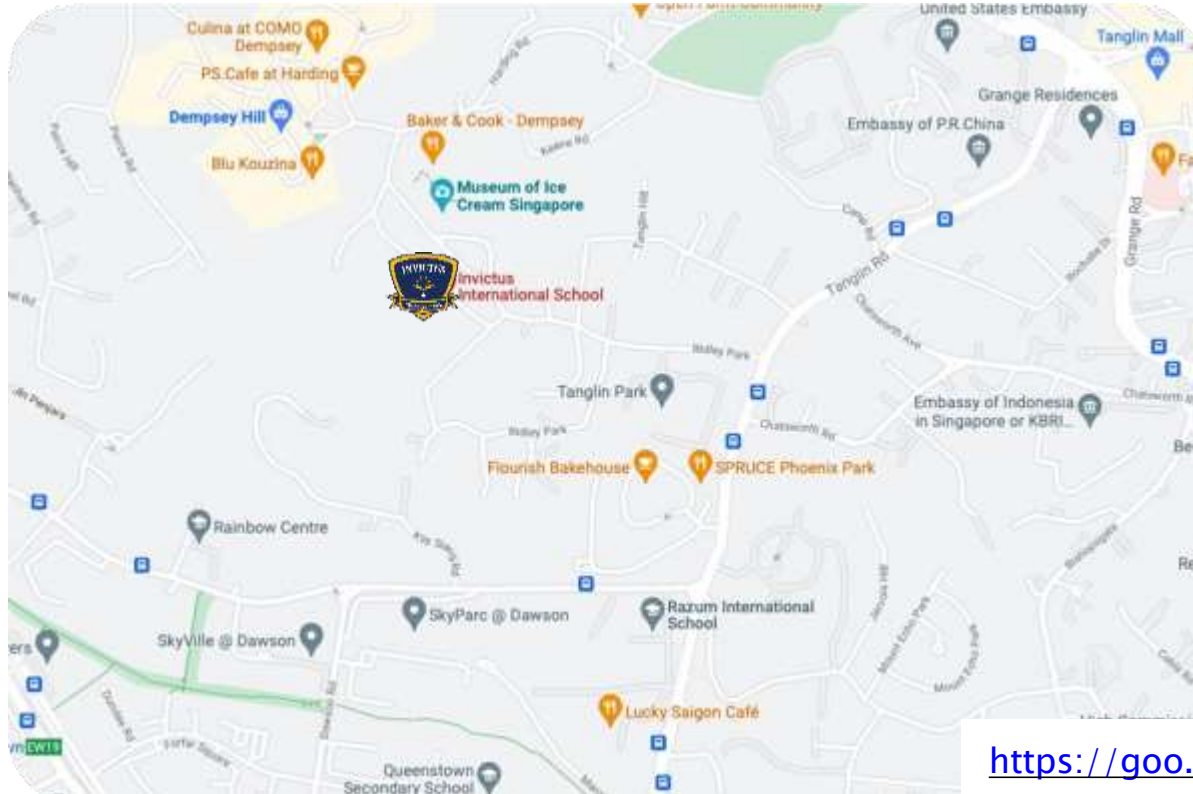


The background image shows the Invictus International School building with a blue sign that reads "INVICTUS INTERNATIONAL SCHOOL". A group of five students in school uniforms are jumping joyfully in front of the school entrance. The scene is set on a paved area with a white picket fence and a small tree in a planter. The overall image has a dark blue overlay.

Invictus International School

Singapore – Dempsey Hill

Dempsey Hill



<https://goo.gl/maps/GQHGRsjFb9hW3pxe6>

Primary (Year 1- Year 6)



Primary Curriculum

A creative and thematic curriculum with a clear process of learning with specific learning goals for every subject.



Mandarin Programme

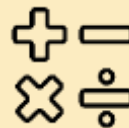
- A focused Mandarin programme developed in-house to provide students with practical Mandarin skills
- Taught by specialist teachers



School Support Services

- ECAs
- Personalised Learning Programme

Cambridge Primary Curriculum



Singapore Mathematics

Develops a deep understanding of mathematics and strong problem solving skills that can be applied in new and different situations.



English National Curriculum Learning Outcomes

- Guided Reading and Phonics
- Class based texts used to link Cambridge themes
- Musical Express

Lower Secondary (Year 7)



Our Leadership Team



Ciaran Cunningham-Watson Principal



Mr. Ciaran Cunningham-Watson BA MA (Hons) PGCE FCCT has over 24 years of educational experience, including headships in schools in the UK, Spain, Mexico and the UAE. Originally from Belfast, Ireland, he is a member, Council of British International Schools (COBIS) and lead PENTA international school inspector, as well as a Fellow of the Chartered College of Teaching. He is married to Zoe, who is an English teacher and they have three children together. Mr. Ciaran's main interests revolve around spending time with his family, but he also likes to cook, read, play golf and listen to a wide variety of music.

Our Leadership Team



Anthony Askew **Assistant Principal Academic**



Mr. Anthony Askew BA MA PGCE has been working in education for over 10 years with experience teaching literacy to early years learners. Mr. Anthony previously held Head of English and Key Stage Leader roles at Invictus Dempsey Hill. Mr Anthony balances teaching against family time and raising his two children, Anya and Dion. Mr. Anthony enjoys cooking, cycling, gardening and playing board games.

Our Leadership Team



Tamsin Lancaster **Assistant Principal Pastoral**



Originally from the UK, Ms Tam sin has a Hons. degree from University College London in Anthropology and a PGCE from the University of Sunderland. She has been a teacher at Invictus Dempsey for the past three years as well as a Head of House. Ms. Tamsin is passionate about creating a school environment where every child feels happy and safe and is able to thrive. She also has two boys at Invictus. Beyond school, she loves spending time with her family, enjoying Singapore's restaurants, exploring Asia, drinking coffee and reading.

Tranquil School Environment

- **Block 73:** 16 Classrooms | School Hall | Wellness Room | Jungle Gym | Field 1 | Swimming Pool
- **Block 75:** 5 Classrooms | Playground space
- **Block 71:** 6 Classrooms | Library and Music room | Playground space



School Facts

- Year 1 to Year 7 hours are 8:30am to 3:00pm daily.
- ECAs from 3:10pm to 4:10pm
- The maximum teacher-to-student class ratio is 1:25
- The academic year runs from August to June.



STUDENT SUPPORT SERVICES

Student Support Services

- a. Medical insurance benefits (caused by accident)
For more information, please click here [Medical Insurance](#) , under the section, 'Student Support Services'
- b. Co-curricular programmes which include Extra-Curricular Activities and other academic support programmes
- c. School-based support programmes as part of an inclusive support structure to support students with different learning needs (Personalised Learning Programme).
- d. Support staff such as shadow teachers for students who require additional access arrangements.
- e. Pastoral counselling support for socio-emotional needs for students

Basic pastoral counselling is provided by respective homeroom teachers to support students' social-emotional wellbeing. Homeroom teachers will seek advice and guidance from Principals should the students require further support. A school counsellor is available on-site weekly to provide sessions and conduct class sessions on student well-being issues.



Student Support Learning

English Language
Support (ELS)
AY25/26

The ELS classes are designed to cater to the unique learning requirements of students with identified learning gaps. These encompass the essential English language & skills necessary for the students to effectively engage with various subjects.

Extra Curricular Activities

At Invictus, learning takes place both in and outside of the classroom. We encourage students to explore, develop and pursue skills and abilities throughout their learning journey at Invictus.

Research shows that Extra Curricular Activities (ECAs) are beneficial to a student's well-being and the benefits include:

- Improved behaviour
- Enhanced communication skills
- Polished leadership skills
- Excellent academic attainment

Through our comprehensive ECA programme, we hope to further student interest and learning through sport, creative arts, academics and music. ECAs are provided by Penn Junior Academy and we work with them to continuously review the offerings based on what is popular, while keeping in mind what our students are passionate about.





Transportation – Rushowl

- Provides door-to-door transport island-wide
- Pricing and ride time based on distance from school
- Contact Rushowl
- www.rushowl.app | +65 6871 8817



Food – Victus Catering

- Children will be required to bring a healthy snack and / or lunch for their break times
- Alternatively, a hot lunch can be arranged to be delivered to school with Victus Catering (www.victuscatering.asia)
- Do note that Invictus is a **NUT-FREE** school

ADMISSIONS

Admission Requirement



Who can apply?

The minimum age for students is 5. We will assess the student's English and Mathematics skills to ensure they meet our requirement for each specific grade.

All Students are required to:

- Attend an internal assessment tests and/or providing most recent and prior year academic report card that demonstrates adequate performance.
- Submit all required documentation.

Year	Requirement
Year 1	<ul style="list-style-type: none">• English Language Proficiency: appropriate to the Common European Framework of Reference for Languages (CEFR)/Global Scale English (GSE) for Year 1 academic level• Min. age requirement of five (05) years old at the start of the new Academic Year• Academic: Equivalent to Reception Year or Kindergarten 1 academic level based on academic reports and/or pass internal school placement tests
Year 2	<ul style="list-style-type: none">• English Language Proficiency: appropriate to the Common European Framework of Reference for Languages (CEFR)/Global Scale English (GSE) for Year 2 academic level• Min. age requirement of six (06) years old at the start of the new Academic Year• Academic: Equivalent to Year 1 academic level based on academic reports and/or pass internal school placement tests
Year 3	<ul style="list-style-type: none">• English Language Proficiency: appropriate to the Common European Framework of Reference for Languages (CEFR)/Global Scale English (GSE) for Year 3 academic level• Min. age requirement of seven (07) years old at the start of the new Academic Year• Academic: Equivalent to Year 2 academic level based on academic reports and/or pass internal school placement tests
Year 4	<ul style="list-style-type: none">• English Language Proficiency: appropriate to the Common European Framework of Reference for Languages (CEFR)/Global Scale English (GSE) for Year 4 academic level• Min. age requirement of eight (08) years old at the start of the new Academic Year• Academic: Equivalent to Year 3 academic level based on academic reports and/or pass internal school placement tests
Year 5	<ul style="list-style-type: none">• English Language Proficiency: appropriate to the Common European Framework of Reference for Languages (CEFR)/Global Scale English (GSE) for Year 5 academic level• Min. age requirement of nine (09) years old at the start of the new Academic Year• Academic: Equivalent to Year 4 academic level based on academic reports and/or pass internal school placement tests

Admission Requirement



Who can apply?

The minimum age for students is 5. We will assess the student's English and Mathematics skills to ensure they meet our requirement for each specific grade.

All Students are required to:

- Attend an internal assessment tests and/or providing most recent and prior year academic report card that demonstrates adequate performance.
- Submit all required documentation.

Year	Requirement
Year 6	<ul style="list-style-type: none">• English Language Proficiency: appropriate to the Common European Framework of Reference for Languages (CEFR)/Global Scale English (GSE) for Year 6 academic level• Min. age requirement of ten (10) years old at the start of the new Academic Year• Academic: Equivalent to Year 5 academic level based on academic reports and/or pass internal school placement tests
Year 7	<ul style="list-style-type: none">• English Language Proficiency: appropriate to the Common European Framework of Reference for Languages (CEFR)/Global Scale English (GSE) for Year 7 academic level• Min. age requirement of eleven (11) years old at the start of the new Academic Year• Academic: Equivalent to Year 6 academic level based on academic reports and/or pass internal school placement tests

Admission Process

Admission to Invictus

ENROLMENT

- Our primary intake is in August, admissions after August are on a rolling basis
- Apply online at https://bit.ly/Invictus_apply

ASSESSMENT PROCESS

- All students sit for an assessment prior to entrance
- We look at their academic ability compared to the age-appropriate Mathematics and English level
- The assessment could be conducted individually or in a group setting with other children, approximately six months prior to the age-appropriate start of school level
- we are screening to make sure children do not have special learning needs or behavioural needs

ATTENDANCE

- Maintain minimum of **90% attendance** each month
- Should attendance falls below 95%, the parents are expected to meet the academic team to create attendance plan
- Student Pass Holders will have their passes revoked if attendance falls below 90% or accumulate **seven (07) consecutive days** of unauthorised absences

Fee Structure (AY25/26)

inclusive of GST



Application Fee	\$545	One-time non-refundable payment
Assessment Fee	\$218	
Enrolment Fee	\$2,180	

Annual School Fees			Course Material Fee	Technology Fee
Cambridge Primary	Year 1 – Year 6	\$23,805.60	\$381.50	\$218
Cambridge Lower Secondary	Year 7 – Year 9	\$25,190.99		
Cambridge IGCSE	Year 10 - Year 11	\$26,448.85		
Cambridge A Levels	Year 12 - Year 13	\$28,968.93		

Fee Protection Scheme

Fee Protection Scheme

The FPS serves to protect the student's fees in the event that the PEI is unable to continue operations due to insolvency, and/or regulatory closure. In addition, the FPS protects the student if the PEI fails to pay penalties or return fees to the student arising from judgments made against it by the Singapore courts.

Invictus International School has appointed Lonpac Insurance Bhd as its FPS insurance provider. Under the FPS insurance scheme, students' fees are insured by Lonpac Insurance. In the case of events, as stated above, students will be able to claim their paid fees from Lonpac Insurance.

More information on FPS available [here](#).



Advice on Group Personal Accident Insurance

A student pass has been granted to the student for the sole purpose of education.

All students of Invictus are covered by a group personal accident insurance plan. The basic sum assured is \$10,000 with a rider of \$1,000 medical expenses (caused by an accident).

To make a claim, students should approach the receptionist at the respective campus.



3.14 Managing Overdue and Non-Payment of Fees Procedure

3.14.1 Initial Reminder

- The Accounts Receivable (AR) staff sends the first reminder for payment to parents through the School Management System (SMS) on the invoice due date.



3.14.2 Second Reminder and Deadline

- A second reminder is emailed to parents on the start date of the instalment/term by the AR staff.
- Parents must settle the payment before the 5th school day of the new instalment/term.
- The AR staff notifies the Principal of any outstanding cases.

3.14 Managing Overdue and Non-Payment of Fees Procedure

3.14.3 Final Reminder and Consequences

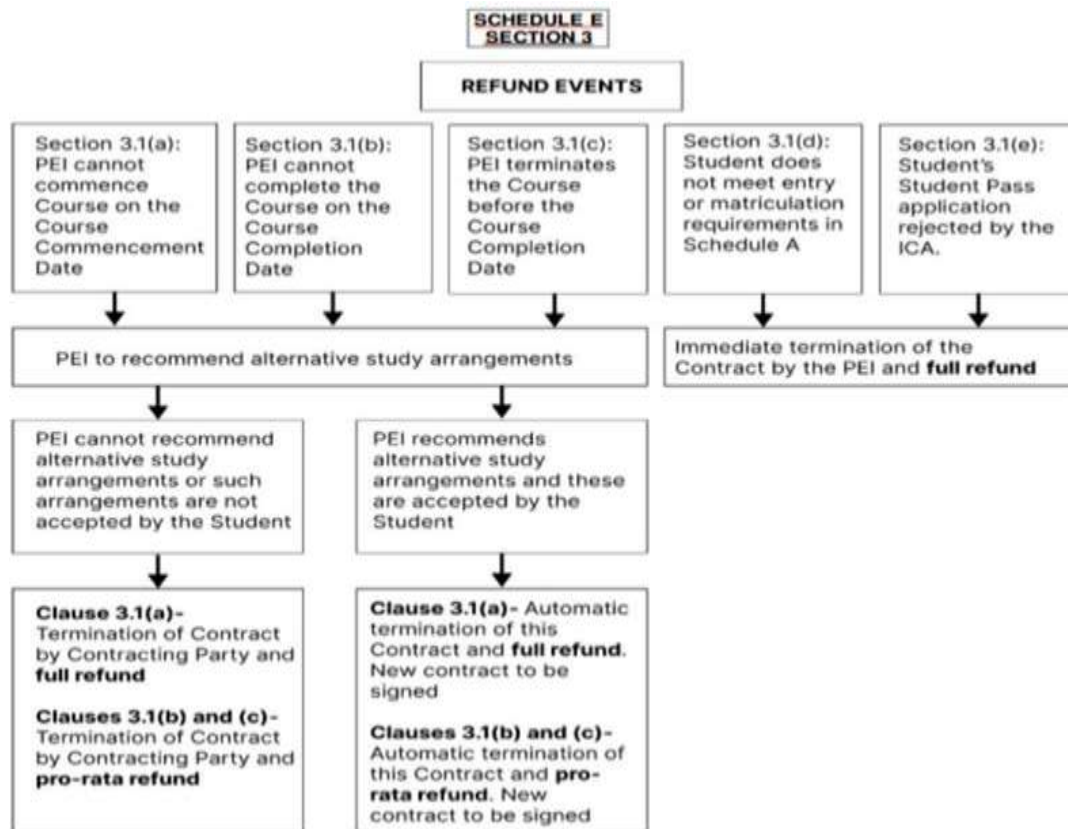
- If payment is still not settled by the 5th school day, the AR staff informs the Principal.
- The Principal's final reminder letter is emailed to parents.
- Parents are given an additional 3 school days to make the payment.
- The letter states that the student will be prohibited from attending school from the 8th school day if payment is not made, and if the student attends, they will be removed from class and parents asked to collect them. The student will remain suspended until full payment is received.
- Following the temporary suspension, if payment is still not received by the 19th school day, the student will be removed from the school roll. This process is managed by the Admissions team.



3.14.4 Appeal Process for Financial Difficulties

- Parents facing financial difficulties must submit a payment appeal form, detailing the total number of payments, payment amount, payment dates, and reasons for the appeal.
- The appeal is subject to approval by the Principal and Head of School.
- Failure to meet the deadlines in the approved appeal will lead to the outlined actions being taken.

Termination and Refund Policy (Flowchart)



Refund Policy



The Refund Table in Schedule D of the Student Contract for the school is as follows:

% of [the amount of Course Fees and Miscellaneous Fees paid under Schedules B and C]	If the Contracting Party's written notice of withdrawal is received:
100%	More than 60 working days before the Course Commencement Date
50%	before, but not more than 60 working days before the Course Commencement Date
0%	On or after the Course Commencement Date

Refund for Withdrawal During the Cooling–Off Period:

Notwithstanding anything herein contained, the Contracting Party shall be entitled to, without any liability whatsoever to the PEI, forthwith terminate the Contract at any time within the Cooling–Off Period by way of a written notice to the PEI. The PEI shall return all Course Fees and Miscellaneous Fees paid to it within seven (7) working days of the receipt of the written notice.

Refund for Withdrawal Outside the Cooling–Off Period:

Without prejudice to Clauses 3.1 to 3.8 in the Student Contract, the Contracting Party may terminate the Contract at any time before the Course Completion Date by providing a written notice to the PEI. Upon receipt of such notice, the PEI shall within seven (7) working days, refund to the Contracting Party such amount (if any) as determined in accordance with Schedule D.

Course Withdrawal



A Course Withdrawal refers to a parent/student deciding to discontinue the course with the school.

Course Withdrawal Procedure

1. Upon a parent/student's decision to withdraw, they must inform the Marketing and Admissions (M&A) Staff.
2. The M&A Staff emails the FRM-022 Withdrawal Form to the parent/student for completion. For students under 18, parent/legal guardian consent is required.
3. The M&A Staff emails the withdrawal outcome to the parent/student, ensuring the process does not exceed 4 weeks from the request to the outcome communication.
4. In case of refund eligibility, the M&A Staff assesses the situation and advises the parent/student accordingly, in line with the school's Refund Policy.
5. Parents/students must clear all outstanding payments and return any school property, like library books, prior to receiving the withdrawal letter signed by the Principal.
6. Students holding a Student Pass must have it cancelled within 7 days. The M&A Staff assists with this cancellation through the ICA.
7. If a student withdraws without a formal written request and is absent for a continuous period of 7 days, the school treats this as a withdrawal.
8. For international students with a Student's Pass, the pass is cancelled with the ICA. The parent/student is notified via email.

Course Deferment



A Course Deferment refers to a student who delays or postpones the course (or subject) for reasons such as military service, long-term medical leave, compassionate grounds, or other valid reasons. It is typically not encouraged and is considered primarily under compassionate circumstances, with approval granted solely at the Principal's discretion. An acceptable, valid reason must be presented, and the course must remain active to ensure the student can complete all remaining subjects upon their return after the deferment period.

Course Deferment



Course Deferment Procedure

1. Upon receiving a written deferment request from the parent or student, the Student Admissions staff sends the FRM-023 Transfer/Deferment Form to the parent for completion. If the student is under 18 years of age, the parent's or legal guardian's written consent is required.
2. The Principal assesses all reasons stated for deferment.
3. Following the approval or rejection of the deferment request, the Marketing and Admissions (M&A) Staff emails the outcome to the parent/student. They ensure the maximum processing time does not exceed 4 weeks from the receipt of the request to informing the parent/student of the decision.
4. If a student decides to return within 12 months, subject to availability and the duration of absence, their application in the school record is reactivated. The student may be required to repeat a year to continue in the same course.
5. Enrolment Fees are waived for deferred students, who do not need to undergo the application process again upon return.
6. The M&A Staff informs the Immigration and Checkpoints Authority (ICA) of any changes to the Student's Pass resulting from deferment.

A course transfer defined as a student's switch from their current course to a different one offered by the school.

Course Transfer Procedure

1. Upon receiving a written transfer request from a parent/student, the Marketing and Admissions (M&A) Staff emails the FRM-023 Transfer/Deferment Form to the parent for completion. Parental/legal guardian consent is obtained for students under 18 years.
2. The Principal solicits feedback from the Campus Senior Leadership Team (SLT) and relevant subject teachers about the student's suitability for the new course. If necessary, the student may be required to take a placement test.
3. If the transfer is approved, the M&A Staff communicates the decision to parents/students and obtains acknowledgment for the new contract or addendum.
4. The M&A Staff update the ICA on any changes to the Student's Pass.
5. The M&A Staff ensures the entire process, from request receipt to final outcome communication, does not exceed 4 weeks.

Invictus International School believes good attendance is essential to ensuring our students make the best progress they are capable of. Any absence affects a child's learning and for them to gain the most out of their education it is essential that they attend regularly. Term dates are published in advance of the academic year so parents can plan holidays or home country visits accordingly.

Attendance Expectations

Students should aim to maintain 90% attendance throughout the 180 days academic year. If attendance falls below 90% the school will review all authorised and unauthorised absences on the child's attendance record. Parents will be expected to meet with the academic team to create an attendance plan for the remainder of the academic year.

For Student Pass holders – Student Pass status is subjected to ICA review if attendance falls below 90% or the student has 7 consecutive days of unauthorised absence.

Failure to meet the 90% attendance expectation may affect progression of the student to the next academic year level.

All requests for Holiday absences should be made in writing to the Principal. Form Teachers should also be informed of such requests. Please note that holiday absences are unauthorised.

COURSE MODULE & OUTLINE

Course Module

Year	Course (All Full Time Courses)	Duration (months)	Modules / Subject	Class Ratio	Assessment
Year 1	Cambridge International Primary (Year 1)	12	<ul style="list-style-type: none"> English Chinese Maths Art and Design Global Perspectives Digital Literacy Music Physical Education Science Personal Social Health and Economic Education 	1:25	End of Year Tests
Year 2	Cambridge International Primary (Year 2)	12			End of Year Tests
Year 3	Cambridge International Primary (Year 3)	12			Cambridge Progression Tests
Year 4	Cambridge International Primary (Year 4)	12			Cambridge Progression Tests
Year 5	Cambridge International Primary (Year 5)	12			Cambridge Progression Tests
Year 6	Cambridge International Primary (Year 6)	12			Checkpoint Exams
Year 7	Cambridge International Lower Secondary (Year 7)	12			

STUDENT CONTRACT

Sample of Student Contract



Please refer to a copy of the Sample Student contract found on our website:
<https://www.invictus.edu.sg/admissions/essential-student-information> under the
'Sample Student Contract' section

SINGAPORE STUDENTS

Singapore Students



All Singapore Citizens born after 1 January 1996 and living in Singapore must attend a [national primary school](#) unless an exemption is granted.

Singapore Citizens seeking to attend a Private Education Institution (PEI) are required to get approval from Ministry of Education (MOE).

More details [here](#).


INVICTUS
 INTERNATIONAL SCHOOL

Educational History (Annex C)

INTERNATIONAL STUDENTS

Student Pass Application

Step 1: Decide Which Campus You Wish to Apply to

Step 2: Submit Your Application

Step 3: Review of Application and Assessment

Our Admissions Officer will review your application. If your child meets the admissions criteria, they will be invited to do an assessment.

Step 4: Assessment Outcome

Step 8: Collection of Pass from ICA

Step 7: If Overseas - Applying for Entry Approval

Step 6: Outcome of ICA Application

Step 5: Application to ICA

The school will submit your application to ICA on your behalf once the following have been received.

- ✓ Signed Pre-Course Counselling Form
- ✓ Paid \$500 Application fee and \$200 Assessment Fee
- ✓ Signed Offer Letter Acknowledgement
- ✓ Paid \$2,000 Enrolment Fee

Student Pass Cancellation / Renewal



Cancellation:

Student Pass will be cancelled

- within 7 days upon receipt of withdrawal confirmation
- 7 days before end of course
- when student is terminated by the school

Renewal:

Student Pass will be renewed not more than 3 months prior to course commencement date.

A student pass has been granted to the student for the sole purpose of education.

Student Pass Holders should take not of the following, but not limited to:

DOs 	DON'Ts 
DO possess a valid driving licence if you wish to operate a motor vehicle.	DO NOT engage in any criminal activity or offences in Singapore.
DO surrender the Student Pass when it has been cancelled or expired, and also when a new card has been issued.	DO NOT be part of any political or politically related activities in Singapore.
	DO NOT contravene any laws or statutory modifications in force in Singapore.
	DO NOT smoke or engage in any consumption or trafficking of any controlled substances
	DO NOT be engaged in any paid or unpaid employment in any business, profession, occupation or activity.
	DO NOT remain in Singapore after the expiry or cancellation of the Student Pass.

Living In Singapore

Singapore is a modern thriving first-world city (you can't quite call it a metropolis with a population of only 5.6 million) with an ambition to be the world's first Smart Nation; integrating full use of technology to live, work and play; to create an improved quality of life for its citizens and futuristic business opportunities for global enterprises. From humming WiFi in every building to the automated Electronic Parking System (EPS) that controls traffic and parking payments in your daily drive about town, there are a multitude of ways in which life in Singapore is made easier thanks to technology, each of which evolve and are integrated as quickly as the need arises.

The drive from [Changi airport](#) to the centre of town is the perfect first 20 minute introduction to Singapore, for that is exactly how long it will take you; Singapore is only 42 km at its widest point. As you drive along the Expressway (you can take the PIE or the AYE, Singapore loves its acronyms, and pronounces them as individual letters not as a whole, it is P, I, E, not PIE as in apple pie), the pretty flower lined roads give way to the glass buildings of the CBD and the iconic skyline of [Marina Bay Sands](#) and the [Singapore Flyer](#).

Once you have set up home, you'll want to venture out. Getting around is easy. [Public transport](#) is cheap, clean and efficient and taxis are plentiful, except on a rainy Monday morning when they are scarce on the ground. The [Mass Rapid Transit](#) system (the MRT, Singapore's subway) and Light Rapid Transit system (LRT) cover the most heavily populated parts of the island. There is also a fantastic network of bus routes. Taxis can be flagged down anywhere, or found at taxi stands and hotels. Taxi companies, [ComfortDelGro](#), [Grab Taxi](#) and [GoJek](#) all operate off apps although you can still dial up a cab from local firm, ComfortDelGro, if you are feeling old school.



Source:
<https://www.goodschoolsguide.co.uk/international/singapore/expat-guide>



Living In Singapore

Living Expenses

The table below illustrates the approximate monthly living expenses of the International Students studying in Singapore.

Below is an estimated monthly living expense list for an international student:

Description	Estimated Cost in SGD
Accommodation	SGD \$1000 to SGD \$2000
Food Expenses	SGD \$300 to SGD \$500
Transportation	SGD \$200 to SGD \$300
Personal Expenses	SGD \$200 to SGD \$500
Estimated Total	SGD \$1,700 and above

Note: The figures may vary depending on the individual's lifestyle/preferences.

Read more about Singapore from the following websites: <https://www.visitsingapore.com/en/>
<https://www.stb.gov.sg/content/stb/en.html>
<https://www.timeout.com/singapore>
<https://www.guidemesingapore.com>



Healthcare in Singapore

Singapore's healthcare system is well developed and of the highest standards. Private clinics are dotted around neighbourhoods. Public and Private hospitals are open to both Singaporeans and expats and the quality of medical care is one of the best in the world.



For more information, please visit SSG website

[SkillsFutureSingapore](https://www.skillsfuture.gov.sg/)



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Validity: 11/05/2022 - 10/05/2026
Invictus International School
Registration number: 201541510R
Registration period: 14/06/2021 - 13/06/2025



INVICTUS
INTERNATIONAL SCHOOL

THANK YOU

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