

# Online CCA Registration

## USER GUIDE for STUDENTS

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## LOGIN

URL: <https://sgss.schoolhub.sg/>

Click on Support button if you have any question pertaining to registration.

### User login

Username

Password \*

[Request new password](#)

**CAPTCHA**

*This question is for testing whether or not you are a human visitor and to prevent automated spam submissions.*

**Math question \***

2 + 1 =

Solve this simple math problem and enter the result. E.g. for 1+3, enter 4.

## Announcement

Submitted by Administrator on 14 September 2015 - 8:29pm

This is the CCA Registration Portal for Sec One Students to register their CCA Choices. You may refer to [User Guide for Students](#) on how to register your choices.

**Criteria**

- Each student is given 4 choices.
- Must include **One UG CCA** & **One Performing Arts CCA** in one of your choices.

If you choose not to exercise this option by the given deadline, the school understands that you are comfortable with any CCA assigned to you.

All successful submission will be listed on your "Status tab".

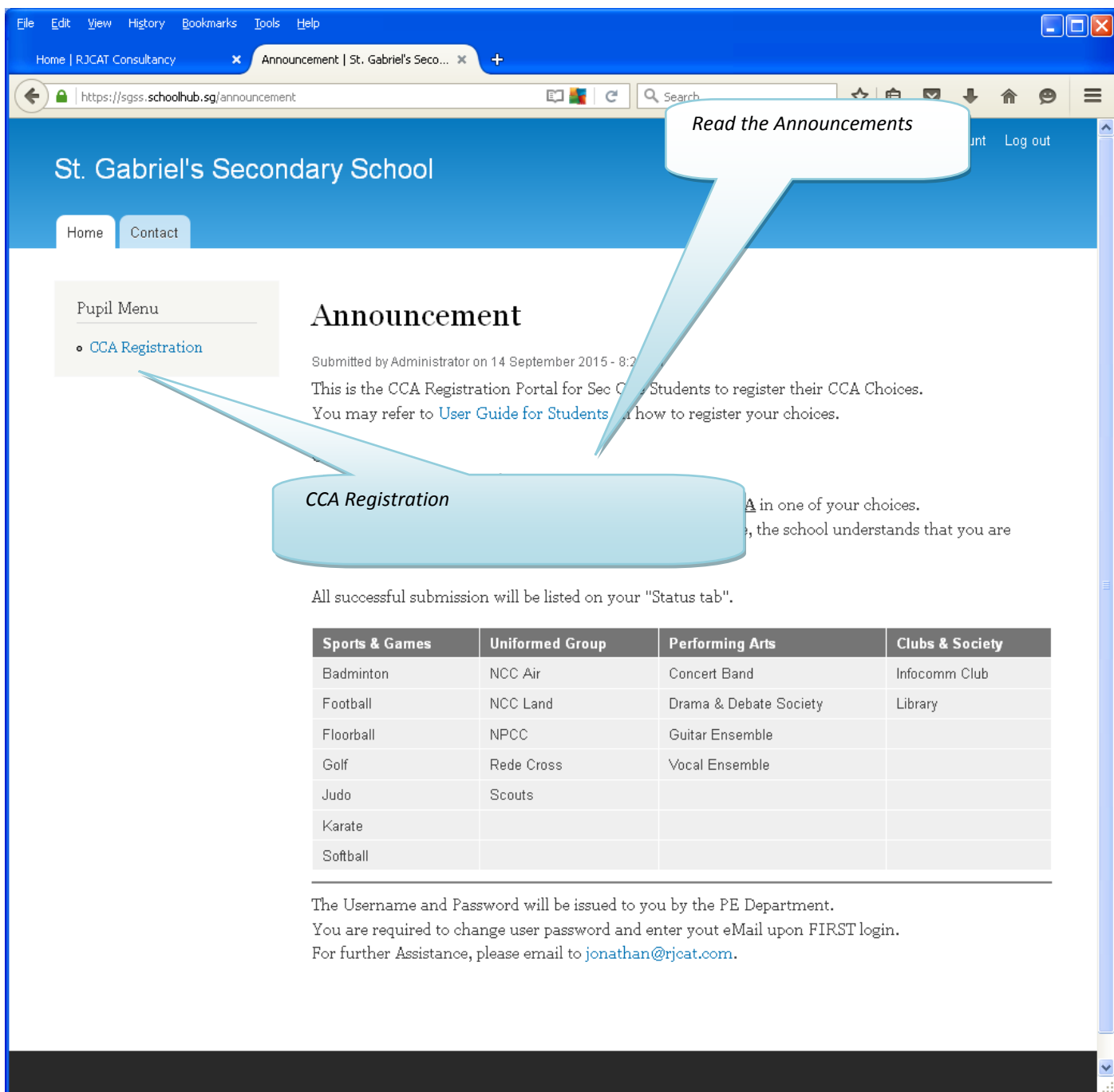
Sports & Games	Uniformed Group	Performing Arts	Clubs & Society
Badminton	NCC Air	Concert Band	Infocomm Club
Football	NCC Land	Drama & Debate Society	Library
Floorball	NPCC	Guitar Ensemble	
Golf	Rede Cross	Vocal Ensemble	
Judo	Scouts		
Karate			
Softball			

The Username and Password will be issued to you by the PE Department. You are required to change user password and enter your eMail upon FIRST login. For further Assistance, please email to [jonathan@rjcat.com](mailto:jonathan@rjcat.com).

### Steps

- Enter Username
- Enter Password
- Enter the CAPTCHA "Math question"
- Click Log in button

Upon successful login, you will be able to see the CCA Registration link under Pupil Menu.

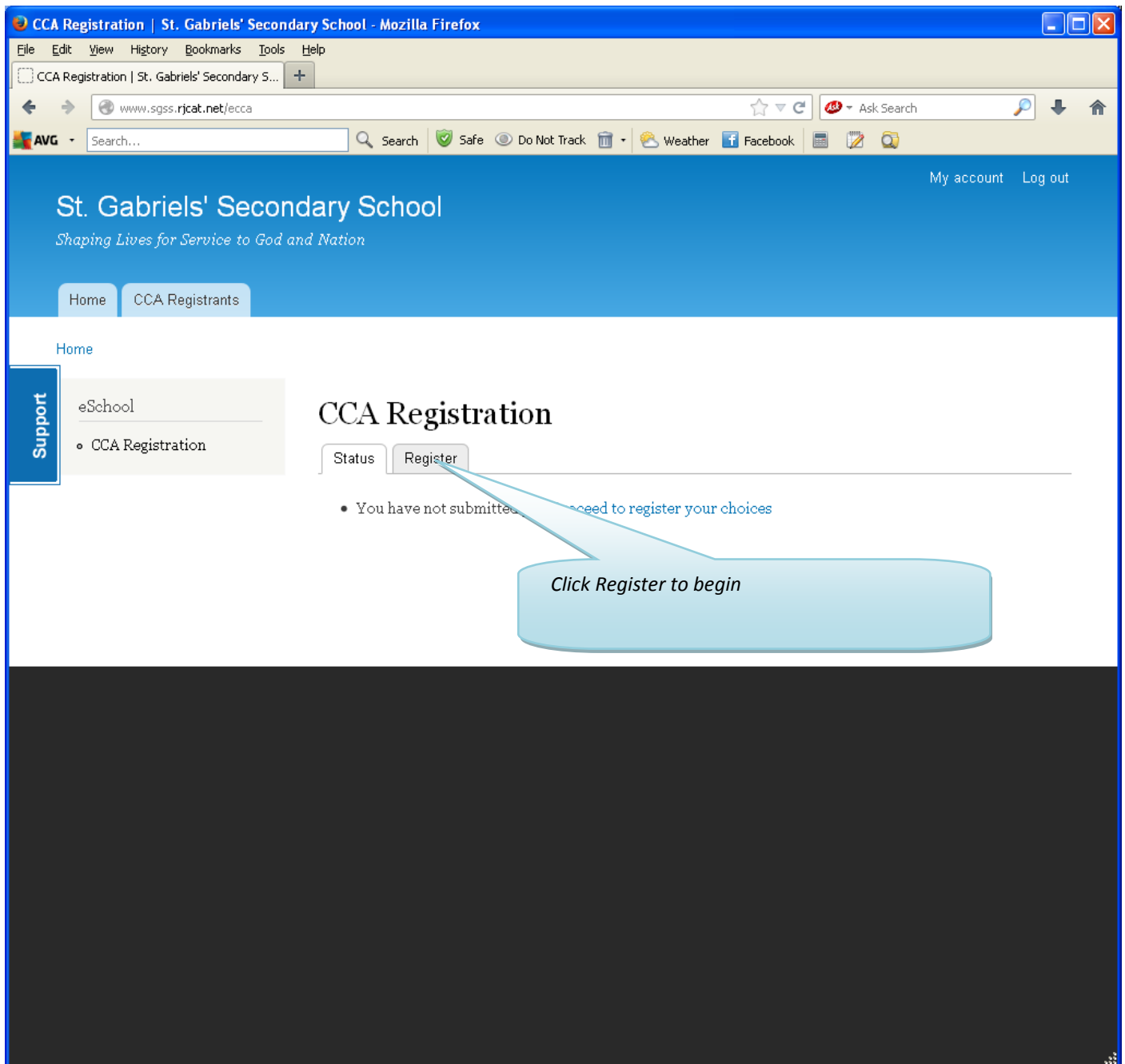


**Steps**

- Click on CCA Registration button to begin

## CCA REGISTRATION

If you have not registered, you will see this message: “You have not submitted yet”.



### Steps

- Click on Register tab to begin

## Information

There are 3 sets of information required:

- \*Choices (Your choice of preference)
  - You must enter all the choices (depend on your school requirement)
  - Each choice must be different
- Background (Primary School Background)
  - Previous School, if applicable
  - Previous School CCA
  - Participation Level
  - Special Talent
  - Remarks
- NAPFA
  - Height
  - Weight
  - Award (Gold, Silver, Bronze, MC or NIL)

*Fields with \* are compulsory.*

## Choices

You shall indicate your choice of preference with Choice No 1 as your most preferred choice, follow by Choice No 2, Choice No 3 etc

The screenshot shows a web browser window with the following details:

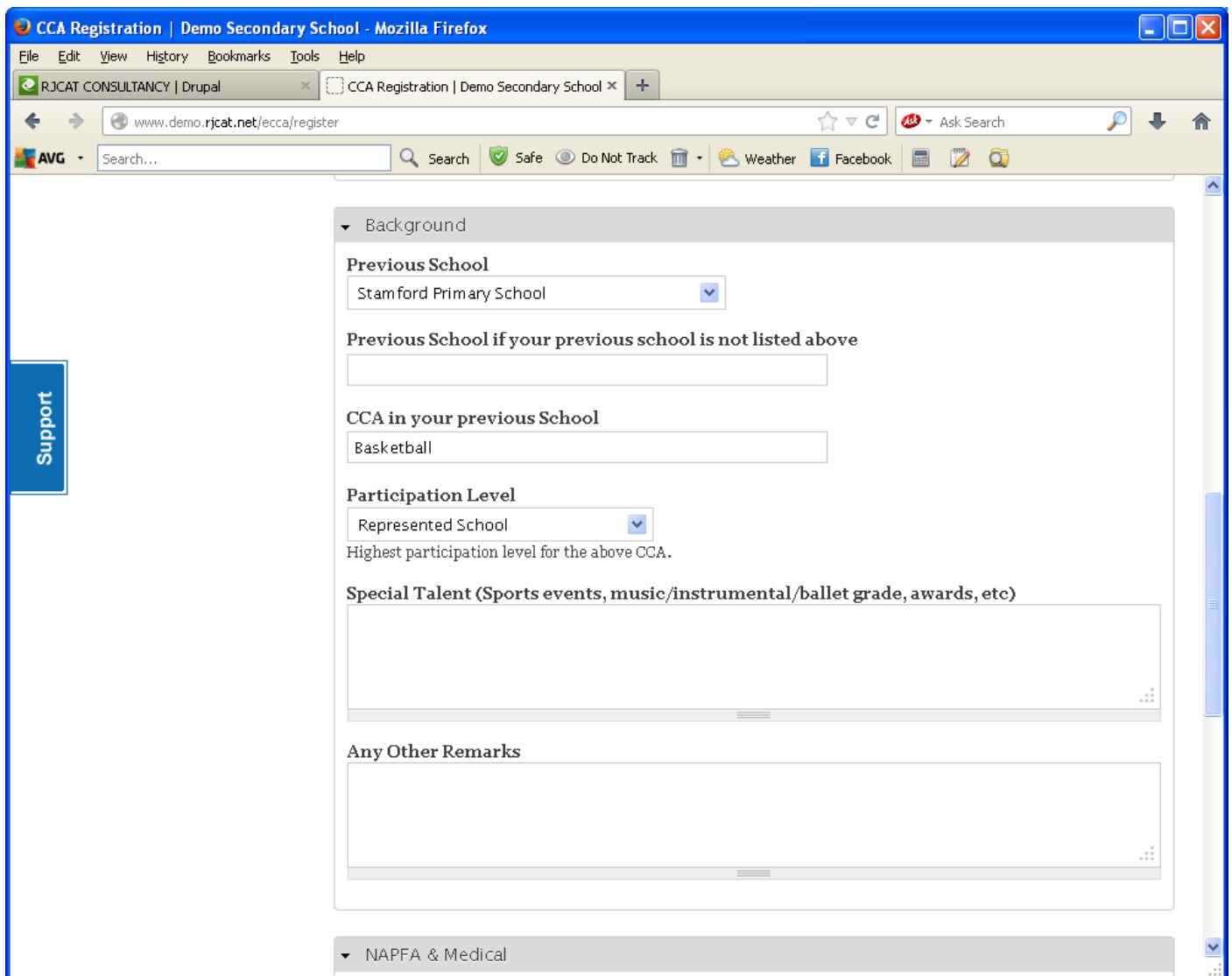
- Browser: Mozilla Firefox
- Page Title: CCA Registration | St. Gabriels' Secondary School
- Address Bar: www.sgss.rjcat.net/ecca/register
- Search Bar: Ask Search
- Navigation: Back, Forward, Home, Refresh
- Security: Safe, Do Not Track
- Widgets: Weather, Facebook, Calendar, Mail, Photos
- Form Section: Choices
- Form Fields:
  - Choice No 1 \* (Dropdown: - Select -)
  - Choice No 2 \* (Dropdown: - Select -)
  - Choice No 3 \* (Dropdown: - Select -)
  - Choice No 4 \* (Dropdown: - Select -)
- Left Sidebar: Support button

## Steps

- Fill in all your choices

## Background

These are your Primary School Background.



The screenshot shows a web browser window titled "CCA Registration | Demo Secondary School - Mozilla Firefox". The address bar shows the URL "www.demo.rjcat.net/ecca/register". The page content is a registration form with a "Support" button on the left. The form is divided into sections: "Background", "NAPFA & Medical", and "Any Other Remarks". The "Background" section includes fields for "Previous School" (Stamford Primary School), "Previous School if your previous school is not listed above", "CCA in your previous School" (Basketball), "Participation Level" (Represented School), and "Special Talent (Sports events, music/instrumental/ballet grade, awards, etc)".

CCA Registration | Demo Secondary School - Mozilla Firefox

File Edit View History Bookmarks Tools Help

RJCAT CONSULTANCY | Drupal CCA Registration | Demo Secondary School

www.demo.rjcat.net/ecca/register

AVG Search... Search Safe Do Not Track Weather Facebook

Support

Background

Previous School

Stamford Primary School

Previous School if your previous school is not listed above

CCA in your previous School

Basketball

Participation Level

Represented School

Highest participation level for the above CCA.

Special Talent (Sports events, music/instrumental/ballet grade, awards, etc)

Any Other Remarks

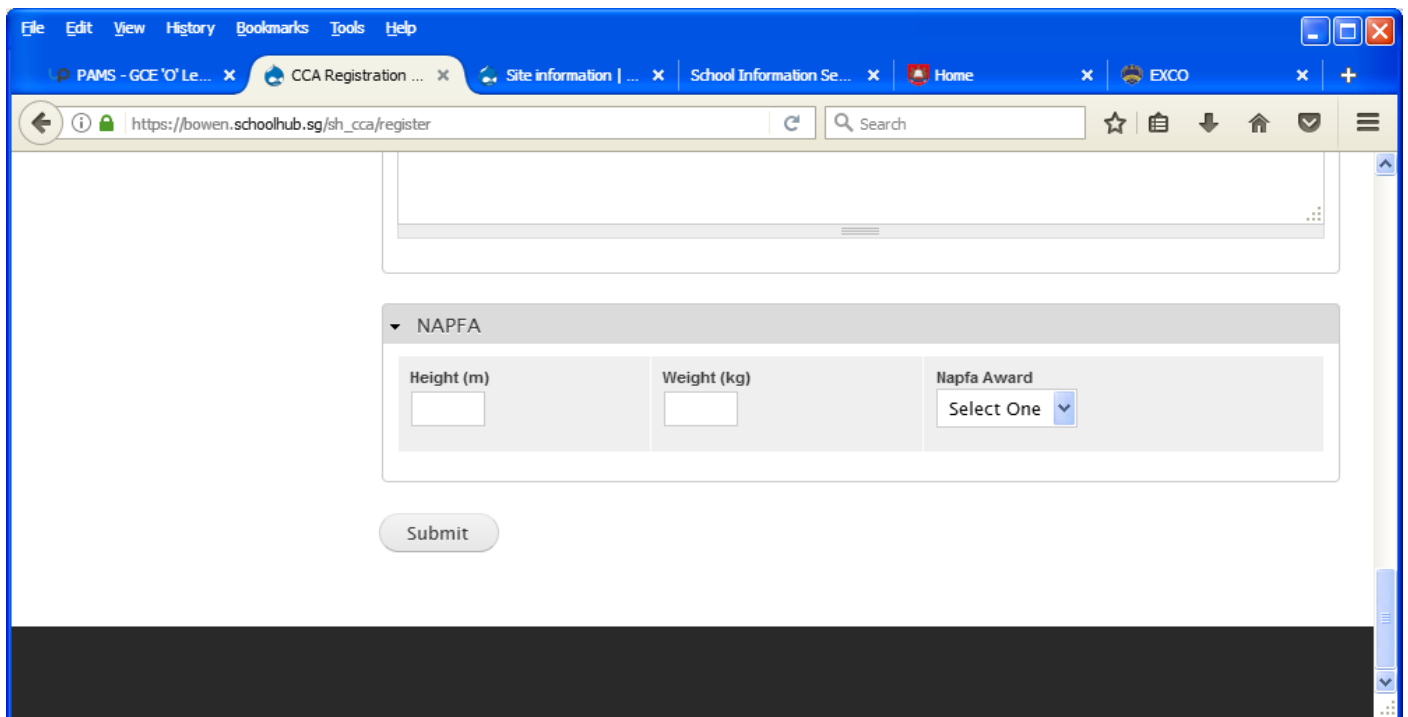
NAPFA & Medical

### Steps

- Fill in all the information, if available

## NAPFA

These are your Height, Weight and NAPFA Results (Gold Silver, Bronze or NIL).



The screenshot shows a web browser window with the URL [https://bowen.schoolhub.sg/sh\\_cca/register](https://bowen.schoolhub.sg/sh_cca/register). The browser's address bar and tabs are visible at the top. The main content area displays a form titled "NAPFA" with a dropdown arrow on the left. The form contains three input fields: "Height (m)", "Weight (kg)", and "Napfa Award". The "Napfa Award" field is a dropdown menu currently showing "Select One". Below the form is a "Submit" button.

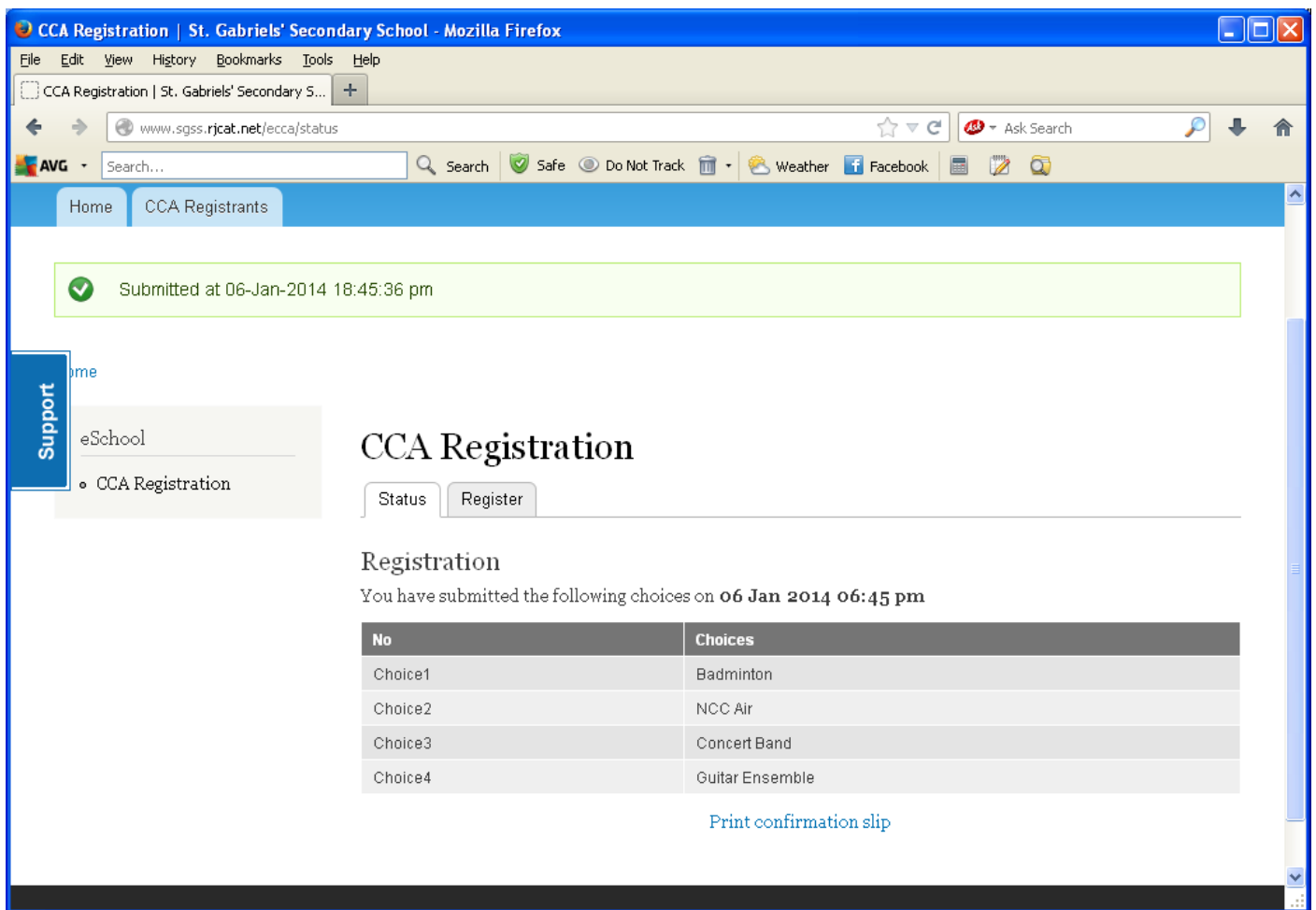
### Steps

- Fill in all the information
- Click Submit button (Scroll down to the bottom of the screen)



## PRINT CONFIRMATION SLIP

Once you have clicked Submit, you will be redirected to the Status Tab where your choices will be displayed.



### Steps

- Click Print Confirmation Slip button (to save a PDF copy of your submission)

## Sample Confirmation Slip

**pdf - Mozilla Firefox**

File Edit View History Bookmarks Tools Help

www.demo.rjcat.net/ecca/register/pdf

AVG Search... Search Safe Do Not Track Weather Facebook

Page: 1 of 1 Automatic Zoom

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**Demo Secondary School**  
1, RJCAT Street 22 Singapore 123456 Office: 61234567 Fax: 62345678

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**CCA REGISTRATION 2013**

The PE Department acknowledged your online CCA registration on 29 Dec 2013 02:36 am.

**PARTICULARS**

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Name: Pupil Name 0000001	Nric No: S0000001Z	Class: 1N	Reg No: 3
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**PREVIOUS SCHOOL & CCA BACKGROUND**

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Previous School: Stamford Primary School  
Previous CCA: Basketball  
Participation Level: Represented School  
Special Talent:  
Remarks:

**NAPFA & MEDICAL**

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NAPFA Award: Silver      Height: 1.62 m      Weight: 55.4 kg      Blood Type: O+  
Medical Problem :  
Drug Allergy :

**CCA CHOICES**

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Choice #1 : Badminton  
Choice #2 : Basketball  
Choice #3 : National Cadet Corps  
Choice #4 : Environmental Club  
Choice #5 : Chinese Cultural Society

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Name & Signature of Parent/Guardian \_\_\_\_\_      Contact Number \_\_\_\_\_

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