

# Online CCA Registration

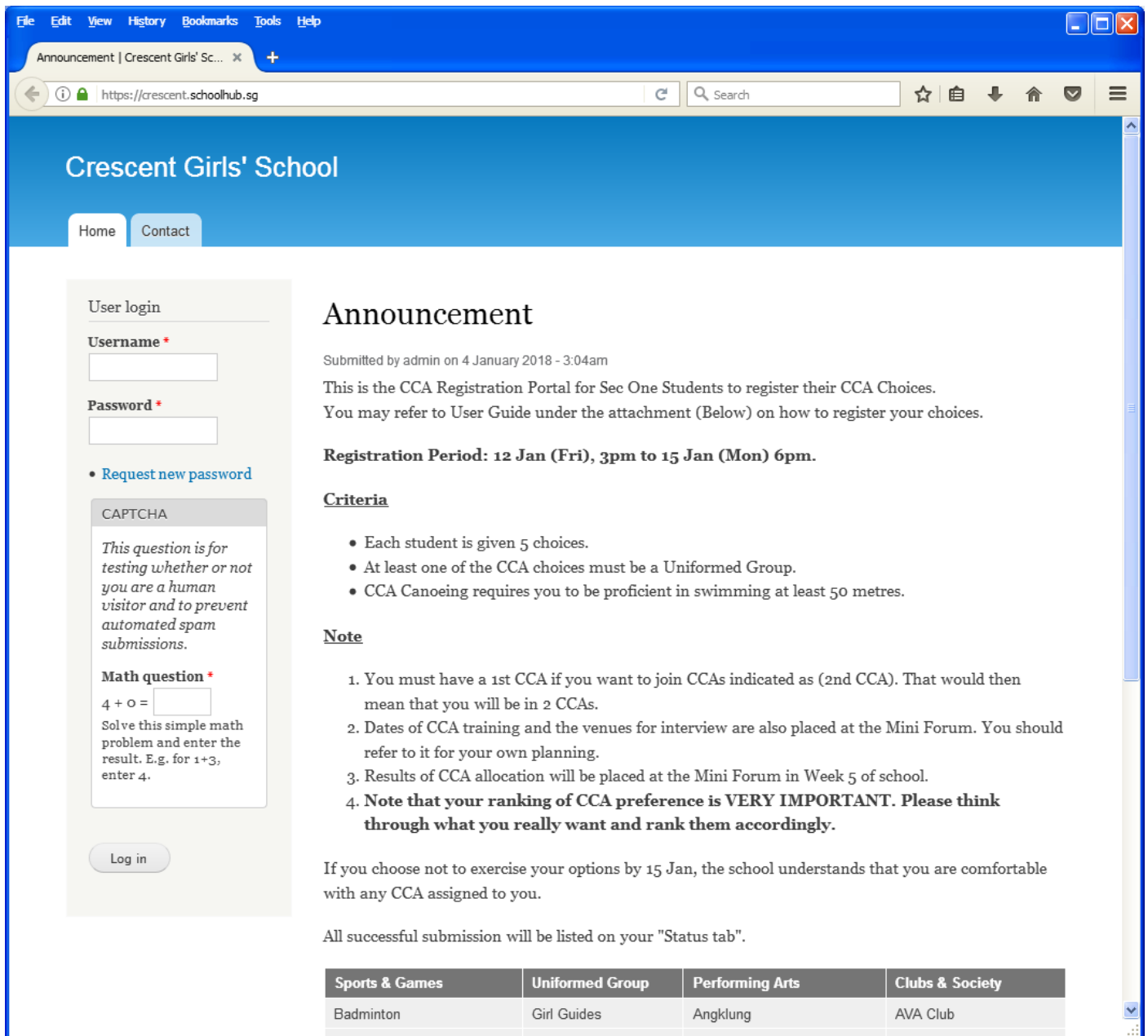
## USER GUIDE for STUDENTS

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## LOGIN

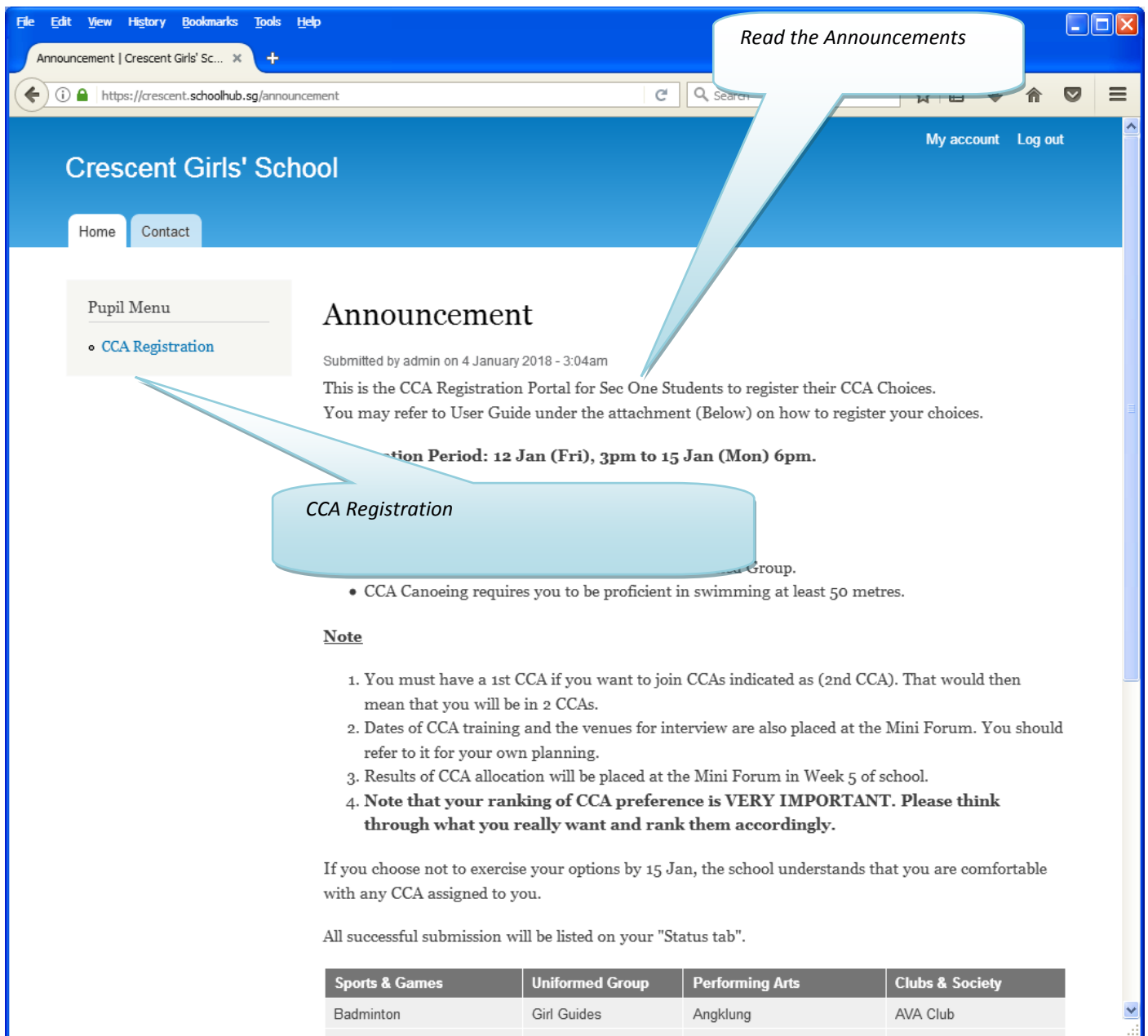
URL: <https://crescent.schoolhub.sg>



### 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”.

### 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
  - Any Other 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

Click Register to begin

CCA Registration | Crescent Girls' ... x

https://crescent.schoolhub.sg/sh\_cca/register

Pupil Menu

- CCA Registration

CCA Registration

Status Register

Particulars

Itric No	Name	Class	Reg No
1X1_01_00	Demo Student 01	1X1	1

Choices

Choice No 1 \*  
Hockey

Choice No 2 \*  
National Cadet Corps

Choice No 3 \*  
Chinese & Modern Dance

Choice No 4 \*  
Computer Club

Choice No 5 \*  
Badminton

## Steps

- Fill in all your choices

## Background

The screenshot shows a web browser window with the URL [https://crescent.schoolhub.sg/sh\\_cca/register](https://crescent.schoolhub.sg/sh_cca/register). The page title is "CCA Registration | Crescent Girls' ...". The form is titled "Background" and contains the following fields:

- Previous CCA if any**: A single-line text input field.
- Special Talent (Sports events, music/instrumental/ballet grade, awards, etc)**: A large multi-line text area.
- Remarks**: A large multi-line text area.
- NAPFA**: A section containing three input fields:
  - Height (m)**: A single-line text input field.
  - Weight (kg)**: A single-line text input field.
  - Napfa Award**: A dropdown menu with "Select One" as the current selection.

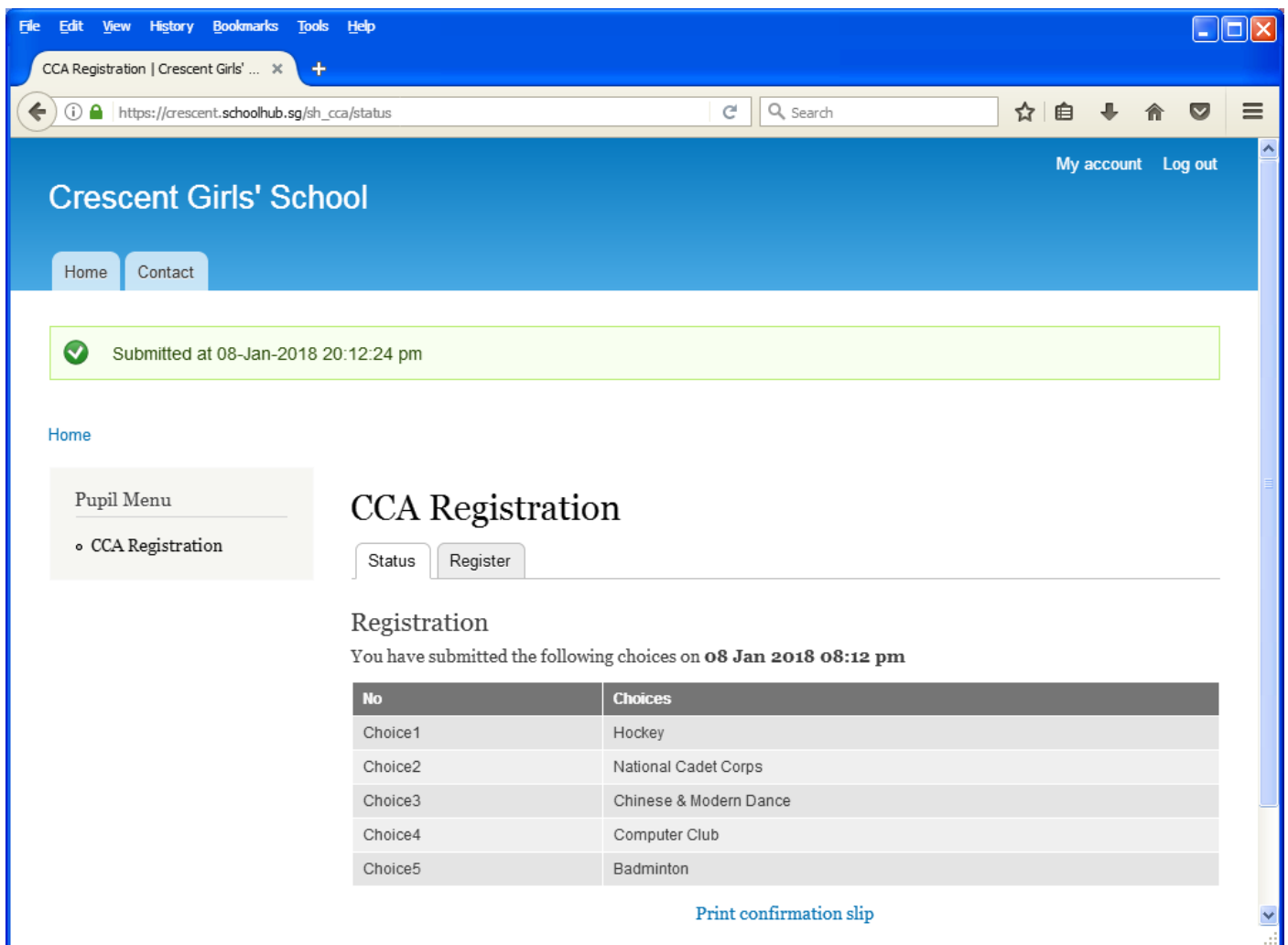
A "Submit" button is located at the bottom of the form.

### Steps

- Fill in all the information, if available
- 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

cca\_registration\_pdf(24).pdf - Adobe Acrobat Pro

File Edit View Document Comments Forms Tools Advanced Window Help

Create Combine Collaborate Secure Sign Forms Multimedia Comment

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Printed On : 8-Jan-2018 20:43 pm

### Crescent Secondary School

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### CCA REGISTRATION 2018

The PE Department acknowledged your online CCA registration on 08 Jan 2018 20:12 pm.

#### PARTICULARS

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Name: Demo Student 01	Class: 1X1	Reg No: 1
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#### BACKGROUND

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Previous CCA:

Remarks:

NAPFA Award: Select One      Height: m      Weight: kg

#### CCA CHOICES

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- Choice #1 : Hockey
- Choice #2 : National Cadet Corps
- Choice #3 : Chinese & Modern Dance
- Choice #4 : Computer Club
- Choice #5 : Badminton

Name & Signature of Parent/Guardian      Contact Number