



METTA SCHOOL

GUIDELINES FOR REFERRAL TO VOCATIONAL PROGRAMME

1. ADMISSION CRITERIA

- 1.1 Metta School provides vocational training for students with Mild Intellectual Disability (MID) in the following three areas: Baking, Food Preparation, and Housekeeping Skills.
- 1.2 Admission is open to Singapore Citizen and Permanent Resident of Singapore. Non-Singapore Citizen or Non-Permanent Resident of Singapore may apply for admission to vocational training subject to the terms and conditions of the Ministry of Education.
- 1.3 The applicant is between 16 to 18 years of age (as at 1st January) upon admission.
- 1.4 The applicant's cognitive functioning is within the range of Mild Intellectual Disability (IQ: 50 – 70). The applicant does not have another significant disability, such as visual or hearing impairment, so that he/she will be able to access the school programmes.
- 1.5 The applicant has achieved a Level 2 in WPL-Reading, a Level 2 in WPL-Listening, and a Level 1 in WP-Numeracy prior to his/her application.
- 1.6 The applicant is required to attend vocational trainability assessment sessions to ascertain placement suitability.

2. REQUIRED DOCUMENTS FOR APPLICATION

- 2.1 To apply for admission to Metta School, please complete the **Special Education (SPED) School Application Form** which, together with its accompanying **user guide**, can be downloaded at the Ministry of Education's website: www.moe.gov.sg/education/special-education/appform.
- 2.2 Please ensure that the following documents are attached -
 - Photocopy of Applicant's Identification:
 - For Singapore Citizens: Birth Certificate and NRIC
 - For Singapore Permanent Residents: Birth Certificate and Singapore Permanent Residents Re-entry Document
 - For International Applicants: Student Pass (Dependant Pass)
 - Deed Poll (if the applicant has changed his/her name)
 - Photocopy of Parents'/Guardians' Identification:
 - For Singapore Citizens and PRs: NRIC/Passport
 - For International Applicants: Passport **AND** Employment Pass (if applicable)
 - Psychological Report by a qualified psychologist registered with the Singapore Psychological Society or any of its recognised professional bodies
 - Current and/or previous School Report(s)
 - Workplace Literacy & Numeracy (WPLN) Statements of Attainment
 - Autism Diagnostic Report or Statement (if the applicant is on the Autism Spectrum)

3. DEADLINE FOR APPLICATION

3.1 All application documents are to be submitted **6 months** before the commencement of vocational training in January each year. Cut-off date for application submission: **30th June**.

4. WAITING LIST FOR ADMISSION

4.1 Successful applicant will be placed on the Waiting List for Admission if there is no vacancy available at the time of application.

5. SUBMISSION OF APPLICATION DOCUMENTS

Please send all the required documents to:

Psychologist
Metta School
30 Simei Street 1
Singapore 529949