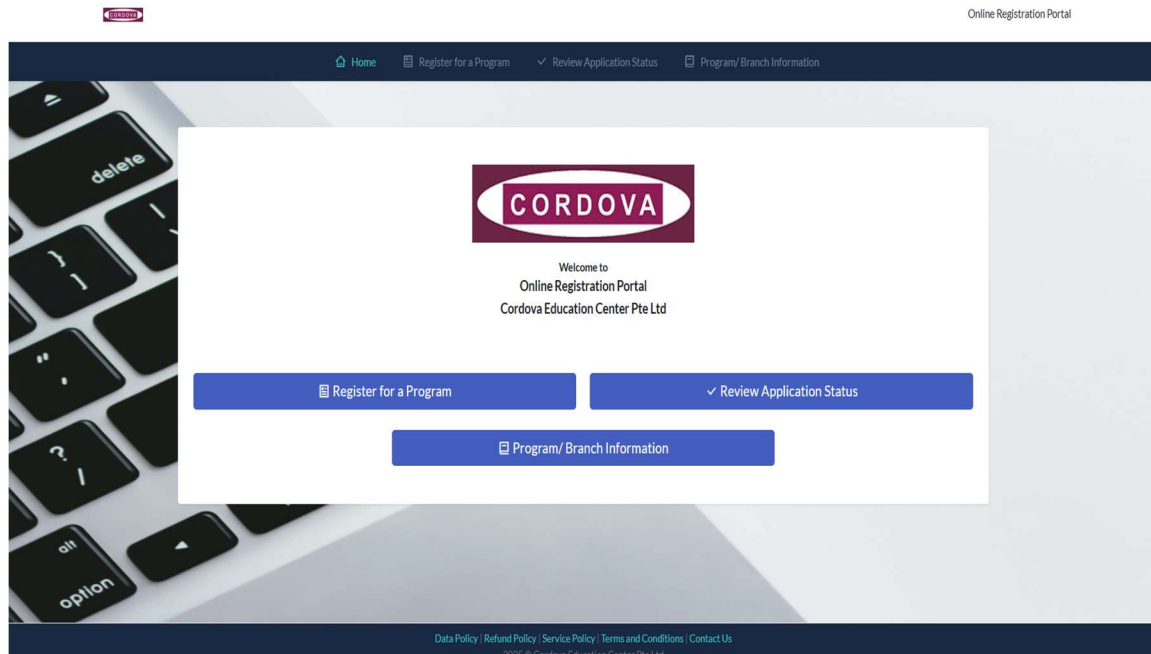


Cordova Online Registration System Step-By-Step Guide

- 1) Visit: <https://registration-stg.cordova.com.sg>. For new registrations, click “*Register for a Program*”.



2) Kindly go through “Requirements” and “Note” and click “Next”.

CORDOVA

Online Registration Portal

HomeRegister for a ProgramReview Application StatusProgram/ Branch Information

Important:

Do not refresh the page, press back or forward buttons on the browser and backspace on the keyboard to avoid any errors during the registration process

Please make sure your browser pop-up blocker is disabled before proceeding with the registration.

CORDOVA

New Registration

RequirementsProgram DetailsStudent DetailsPayment

Do take note of the requirements for the online registration website shown below to ensure a smooth registration experience.

Requirements:

- For registrations being made through mobile devices, use the stock browsers that came with the mobile device.
- Ensure that the pop-up blocker is disabled or selectively disable them for the bank that is being used.

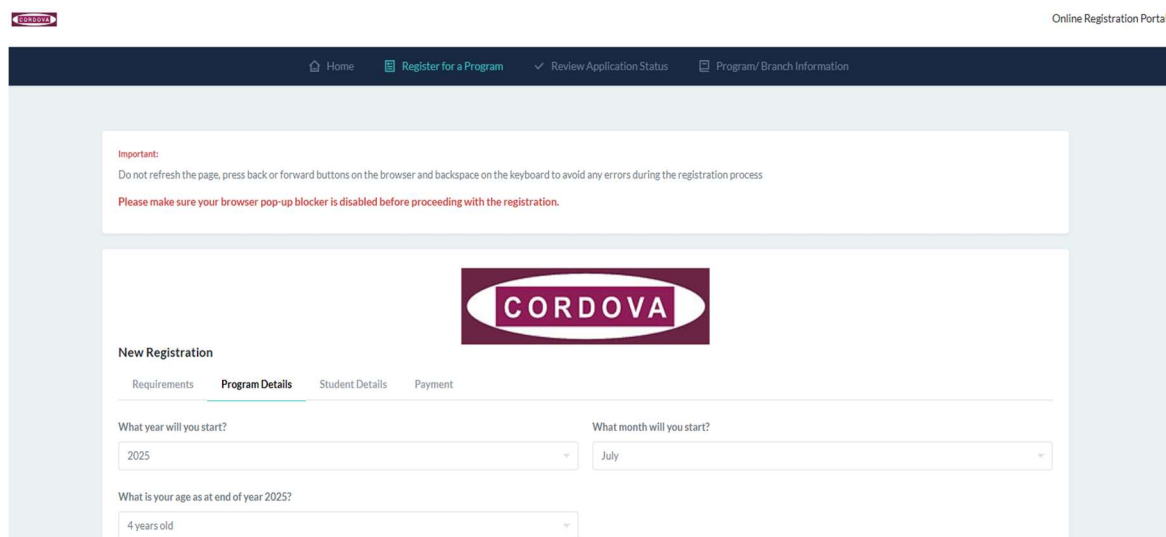
Note:

- You may download the step-by-step tutorial of the Online Registration Process [here](#).
- Do not leave the browser unattended for a period of time before completing the registration and payment as the time-out period is 15 minutes.
- Do not refresh the page, press the "back" or "forward" buttons on the browser or the backspace on the keyboard to avoid any errors during the registration process.
- You may refer to the general guide on Enets payment here, <https://www.nets.com.sg/faqs/faq-enets-personal/>.
- Please prepare supporting documents such as NRIC and other required documents (where applicable)
- Please read on the policies and terms and conditions in relation to the registration and of Cordova online registration portal. By proceeding with the online registration, you agree to the policies and terms and conditions as stipulated.

Back


Next

3) Click drop down box to select year, month and age as at when to start program.



The screenshot displays the 'Online Registration Portal' for Cordova. The top navigation bar includes links for Home, Register for a Program, Review Application Status, and Program/Branch Information. A prominent 'Important' notice advises users not to refresh the page and to disable their browser's pop-up blocker. The main content area features the Cordova logo and a 'New Registration' section with four tabs: Requirements, Program Details (selected), Student Details, and Payment. The 'Program Details' tab contains three dropdown menus: 'What year will you start?' (set to 2025), 'What month will you start?' (set to July), and 'What is your age as at end of year 2025?' (set to 4 years old).







***Do take note that the classes that will be shown in the next page is based on the students' age as at when the program begins. For any exceptions, do contact the centres accordingly for advice.**

- 4) The recommended programs will be displayed.
- Click on the  to read the “Requirements” and “Terms and Conditions” of the program of your choice.
 - Click on the “Choose” function highlighted in red to display available classes at various centres for the program you are interested in.

[Home](#) [Register for a Program](#) [Review Application Status](#) [Program/ Branch Information](#)

The recommended programs displayed below are as such to accommodate students based on their current education background
Please choose at least one program from any category before proceeding

Program I'm interested to register for

Program	Terms and Conditions	Branch and Class
Core Program		
<input type="checkbox"/> Kelas Bimbingan Kanak-kanak 1		<div>Choose</div>
<input type="checkbox"/> Kelas Bimbingan Kanak-kanak 2		Choose
<input type="checkbox"/> Islam in English Primary 1		Choose
<input type="checkbox"/> Islam in English Primary 2		Choose
<input type="checkbox"/> Islam in English Online Primary 1		Choose
<input type="checkbox"/> Islam in English Online Primary 2		Choose

- 5) Check the checkbox for the following that you are interested in registering for and click “Next”:
- Choose preferred “Core Program”.
 - Choose preferred “Branch and Class”.
 - If interested in Elective Program, select similar as Point 5 “a” & “b”.

Online Registration Portal

Home Register for a Program Review Application Status Program/ Branch Information


The recommended programs displayed below are as such to accommodate students based on their current education background
Please choose at least one program from any category before proceeding

Program I'm interested to register for

Program	Terms and Conditions	Branch and Class
Core Program		
<input checked="" type="checkbox"/> Kelas Bimbingan Nurseri 1		PASIR RIS, KBN 1A SAT 10:30 - 12:30
Elective Program		
<input checked="" type="checkbox"/> Program Iqra' Sepadu 2 Jam		HOUANG, PIS2 M SAT 15:00 - 16:45
<input type="checkbox"/> Program Al-Quran		Choose
<input type="checkbox"/> Program Al-Quran (Online)		Choose
<input type="checkbox"/> Program Iqra' Sepadu Quran (Online)		Choose

Back Next

- 6) Fill in all the mandatory details marked with **asterisk (*)**:
- Ensure that the 'Student Email Address' is correct as the e-receipt and confirmation email will be sent to that email address.
 - Click "Next" to proceed.



New Registration

Requirements Program Details **Student Details** Payment

Student Information

Student Identification No (as Per NRIC)*
T224557A

Date of Birth*
01/01/2012

Student Name (as Per NRIC)*
Muhammad Bin Ali

Nationality*
Singaporean

Place of Residence*
Singapore

Block No*
House/Bldg No 1

Street Name*
Tanjong Pagar

Unit No
10-10

Postal Code*
080001

Home Phone No

Mobile Phone No*
87654321

Student E-mail Address*
muhammad@gmail.com
All confirmations will be emailed to this address

Confirm Student E-mail Address*
muhammad@gmail.com

Does the student have any known medical condition, illness or allergies*
No

Does the student require special learning needs?*

No

Parent/Guardian Information

Parent/Guardian Name*
Ali Bin Osman

Identification No*
S70123452

Occupation*
Supervisor

Contact No*
98765432

Nationality*
Singaporean

Relationship with Student*
Father

Guardian E-mail Address*
ali@gmail.com

Confirm Guardian E-mail Address*
ali@gmail.com

How do you get to know about Cordova?*

☒ Social Media
☐ Website
☐ Recommendation
☐ Newspaper Ads
☐ Others

* Mandatory field

7) Read the “*Terms and Conditions of Application in Cordova Education Centre Pte Ltd*”.

a. Click on “*Data Privacy Policy*” to read its content.


b. Check the checkbox “*I agree and am ready to proceed with registration.*”

Terms & Conditions of Application in Cordova Education Centre Pte Ltd
<p>I hereby confirm that I have read, understood and agree to abide by all the following terms and conditions for the application of program/programs at Cordova Education Centre Pte Ltd:</p> <p>1. Requirements</p> <ul style="list-style-type: none">◦ This application may be rejected if the information provided is incorrect.◦ Registration fee will not be refunded. <p>2. Tuition Fees</p> <ul style="list-style-type: none">◦ Monthly fees must be paid via Giro. <p>3. Withdrawal</p> <ul style="list-style-type: none">◦ Letter of withdrawal should be given 1 month in advance before the end date and all outstanding fees must be paid at the time of withdrawal. <p>4. Personal Data Protection (PDPA)</p> <ul style="list-style-type: none">◦ I understand and acknowledge the governing Data Privacy Policy and give my consent to the usage of my personal data as per the Policy. <p>5. Cordova will use reasonable efforts to ensure that the selected class slot is made available. In the event where the selected slot is unavailable, the Centre will contact the client to propose an alternative centre, day and/or time slot.</p> <p>Cordova does not guarantee class opening until confirmation of the class opening has been given to the client. If the selected class has to be closed because of poor intake, the Centre will contact the client to propose an alternative centre, day and time slot.</p> <p>By checking this box, I agree to all of the statements above and comply with the guidelines and regulations set by Cordova Education Centre Pte Ltd.</p> <p><input type="checkbox"/> I agree and am ready to proceed with registration.</p>

8) Ensure that the fee details are correct.

- a. Please remember the “*Application Reference*” highlighted in green box, for an easy retrieval of your registration.
- b. You may click on “*Program Details*” and “*Student Details*” to double check the details entered. Alternatively, you may click on the “*Program Details*” and “*Student Details*” tabs highlighted in red box.
- c. Check the checkbox to acknowledge and confirm that the information provided is true and correct.

[Home](#) [Register for a Program](#) [Review Application Status](#) [Program/ Branch Information](#)



New Registration

[Requirements](#) [Program Details](#) [Student Details](#) [Payment](#)

Application Category

New Student

Application Reference

RGN2025-PN-0536

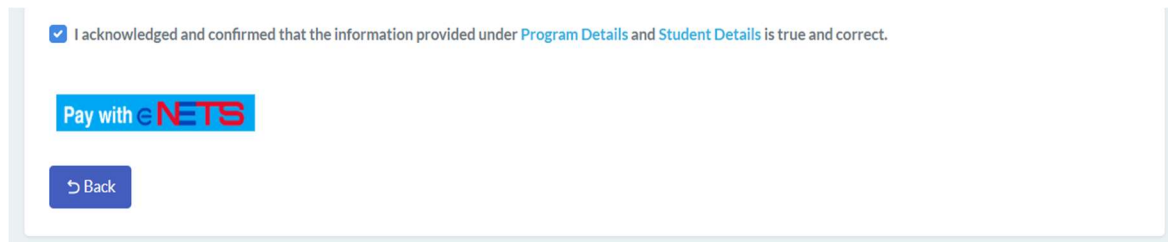
Invoice

No	Description	Amount
1	Registration Fee	\$20.00
2	Kelas Bimbingan Kanak-kanak 1, KBK 1A, July 2025	\$54.00
3	Kelas Bimbingan Kanak-kanak 1, KBK 1A, August 2025	\$54.00
4	Kelas Bimbingan Kanak-kanak 1 - Miscellaneous Fee	\$6.00
Sub Total		\$134.00

☐ I acknowledged and confirmed that the information provided under [Program Details](#) and [Student Details](#) is true and correct.

[Back](#)

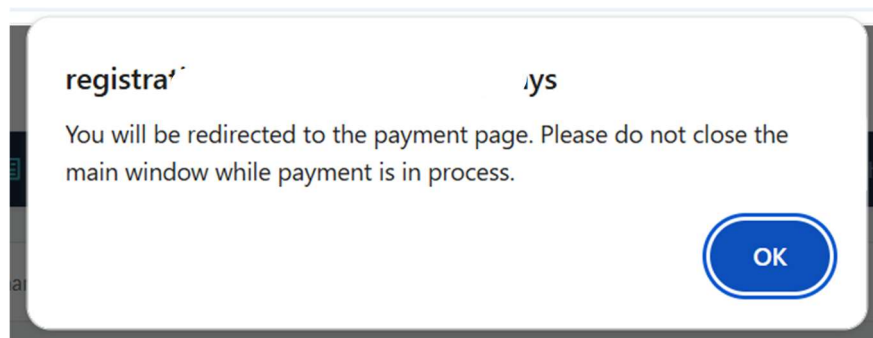
9) Click on “Pay with eNETS” to proceed to the payment page.



A screenshot of a web form for payment confirmation. At the top, there is a checked checkbox followed by the text: "I acknowledged and confirmed that the information provided under [Program Details](#) and [Student Details](#) is true and correct." Below this, there is a blue button with the text "Pay with eNETS". At the bottom left, there is a blue button with a left-pointing arrow and the text "Back".

10) The below pop-up message will appear as a reminder not to close the main window while payment is in process.

Press “OK” to continue to the payment page.



11) You will be redirected to the eNets site:

- a. Choose the preferred payment method.
- b. Click 'Next' to proceed with the payment.

Payment Methods




Next >

- 12) Upon successful payment, the following page will be shown. A confirmation email will be sent to you within 24 hours. It will include your e-receipt and details of the registration.

[Home](#) [Register for a Program](#) [Review Application Status](#) [Program/ Branch Information](#)

Important:
Do not refresh the page, press back or forward buttons on the browser and backspace on the keyboard to avoid any errors during the registration process
Please make sure your browser pop-up blocker is disabled before proceeding with the registration.



New Registration

[Requirements](#) [Program Details](#) [Student Details](#) [Payment](#)

Application Category
Inactive Student

Application Reference
RGN2025-CEPL-0011

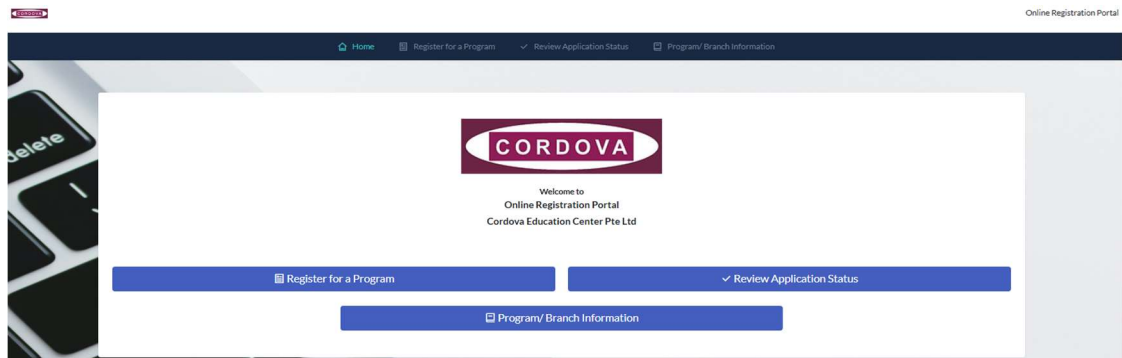
Invoice

No	Description	Amount
1	Registration Fee	\$20.00
2	Kelas Bimbingan Kanak-kanak 6, KBK 6A, July 2025	\$54.00
3	Kelas Bimbingan Kanak-kanak 6, KBK 6A, August 2025	\$54.00
4	Kelas Bimbingan Kanak-kanak 6 - Miscellaneous Fee	\$6.00
5	Program Iqra' Sepadu 2 Jam, PIS2 E, July 2025	\$24.50
6	Program Iqra' Sepadu 2 Jam, PIS2 E, August 2025	\$24.50
7	Program Iqra' Sepadu 2 Jam - Miscellaneous Fee	\$6.00
Sub Total		\$189.00

Payment Method
eNets (Direct Debit)

Payment Status
Success

- 13) If you are not redirected back to the registration site upon completion of payment, proceed to “Review Application Status” to check the status of your registration.




- 14) Insert your application number and Student Identification No (As Per NRIC).

The screenshot shows the "Review Application Status" page of the Cordova Online Registration Portal. The header includes a navigation bar with links: Home, Register for a Program, Review Application Status, and Program/ Branch Information. The main content area features the Cordova logo and a section titled "Review Application Status". Below the logo, there are four tabs: "Application Reference", "Program Details", "Student Detail", and "Payment". The "Application Reference" tab is active, showing two input fields: "Application Reference" and "Student Identification No (As Per NRIC)". Below the input fields are two buttons: "Back" and "Next".

- 15) Upon receipt e-mail confirmation, kindly duly fill attached giro form and obtain bank certification of account holder signature/thumbprint. Return the form physically to the **registered branch** that the student will be attending.

Example: HOUGANG branch is at Blk 452 Hougang Ave 10 #B1-498 Singapore 530452.

	CORDOVA EDUCATION CENTRE PTE LTD PUSAT PENDIDIKAN CORDOVA APPLICATION FORM FOR INTERBANK GIRO Please Tick: <input type="checkbox"/> New Application <input type="checkbox"/> Change of bank account	BATCH NO <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
PART 1: FOR APPLICANT'S COMPLETION		
Date: _____ To: _____ My/Our Account Name(s) (Accountholder): _____ My/Our Account No: -- _____ My/Our Company Stamp/Signature(s)/Thumbprint(s) * (as in bank's record): _____ <small>For thumbprint, please bring your NRIC/Passport to the Branch for verification.</small>	Name of Billing Organisation ("BO"): CORDOVA EDUCATION CENTRE PTE LTD Name of Student: _____ Student ID: _____ Centre: HOUGANG Address: _____ Singapore: _____ Tel (H): _____ (O): _____ (M): _____	
(a) I/We hereby instruct you to process the BO's instructions to debit my/our account. (b) You are entitled to reject the BO's debit instruction if my/our account does not have sufficient funds and charge me/us a fee for this. You may also at your discretion allow the debit even if this results in an overdraft on the account and impose charges accordingly. (c) This authorization will remain in force until terminated by your written notice sent to my/our address last known to you or upon receipt of my/our written revocation through the BO. (d) By completing this form, the information given may be kept and managed by other agencies or our officers, officially appointed by this organization for administration, management of education and matters pertaining. Basically, the Personal Data Protection Act should be properly adhered to by all persons responsible. If you need for details to the above, please contact our officers.		
PART 2: FOR BILLING ORGANISATION'S COMPLETION		
Swift Code <div style="border: 1px solid black; padding: 2px;">C I B B S G S G</div>	Billing Organisation's Account No. <div style="border: 1px solid black; padding: 2px;">2 0 0 0 5 3 2 6 6 6</div>	Billing Organisation's Customer's Ref No. <div style="border: 1px solid black; padding: 2px;">.</div>
Swift Code <div style="border: 1px solid black; padding: 2px;">.</div>	Account No. to be debited <div style="border: 1px solid black; padding: 2px;">.</div>	Class (For our reference) <div style="border: 1px solid black; padding: 2px;">.</div>
PART 3: FOR BILLING ORGANISATION'S COMPLETION		
To: CORDOVA EDUCATION CENTRE PTE LTD BLK 474 PASIR RIS DRIVE 6 #B1-568 SINGAPORE 510474 This application is hereby REJECTED (please tick) for the following reason(s): <div style="display: flex; flex-direction: column; gap: 5px;"> <div><input type="checkbox"/> Signature/Thumbprint# differs from Financial Institution's records</div> <div><input type="checkbox"/> Signature/Thumbprint# incomplete/unclear#</div> <div><input type="checkbox"/> Account operated by signature/thumbprint#</div> <div><input type="checkbox"/> Wrong account number</div> <div><input type="checkbox"/> Amendments not countersigned by customer</div> <div><input type="checkbox"/> Others _____</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 30%; text-align: center;"> _____ Name of Approving Officer </div> <div style="width: 30%; text-align: center;"> _____ Authorised Signature </div> <div style="width: 30%; text-align: center;"> _____ Date </div> </div> <p style="font-size: small; margin-top: 10px;">#Please delete where applicable</p>		