

# Online CCA Registration

## USER GUIDE for STUDENTS

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## LOGIN

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

**Gongshang Primary School**

Home | Contact

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 \***

6 + 6 =

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

Log in

### Announcement

Submitted by Administrator on 19 January 2017 - 10:11 pm

This is the CCA Registration Portal for Primary 3 students to register their CCA choices. You may refer to the User Guide under the attachment (Below) on how to register your choices.

**Registration Period: 23 Jan (Mon), 1200hr to 15 Feb (Wed) 2359hr.**

**Criteria**

- Each student is given 3 choices.
- At least one of the CCA choice must be from Sports and Games.

Sports & Games	Music & Dance	Clubs & Services	Uniformed Group
Badminton	Chinese Dance	Art Club	Scouts
Basketball	Guzheng#	Green/Environmental Club	
Rugby	Handbell Ensemble#	Science Club	
Track & Field*	Malay Dance	School On Air Rediffusion# (SOAR)	
Wushu	String Ensemble#	SCOOPI #(Journalism)	
Modular Sports (Sportstacking, Mind Games, Table Tennis)		InfoComm Club	

*\*Niche CCA #Audition may be necessary*

**Please note that pupils are to remain in their chosen CCA till they graduate at Primary 6.**

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.

The PE Department will inform you of your Username and Password.  
For further Assistance, contact us.

### 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 eSchool.

**Read the Announcements**

Gongshang Primary School

Home Contact

Pupil Menu

- CCA Registration

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**CCA Registration**

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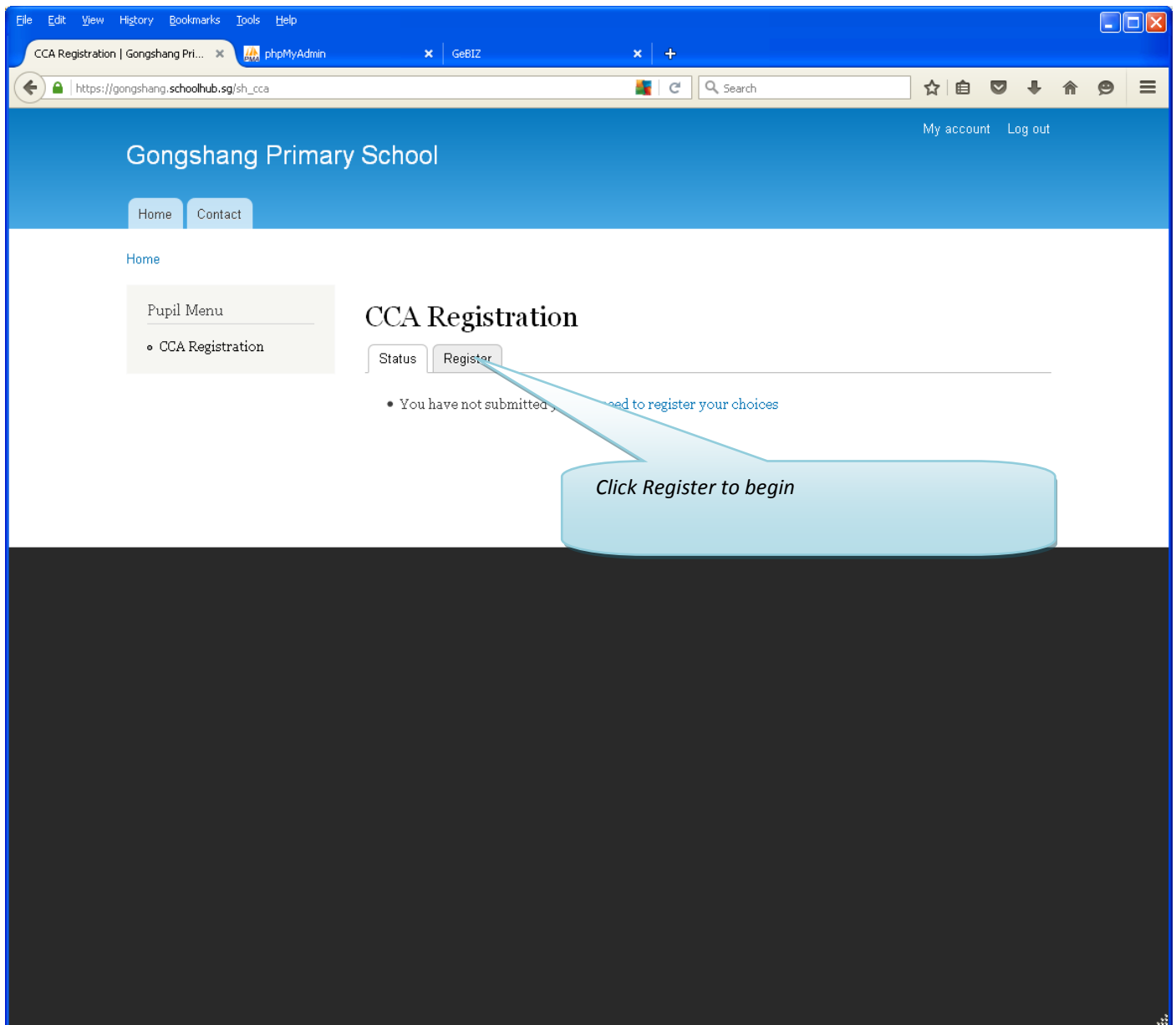
The PE Department will inform you of your Username and Password.  
For further Assistance, [contact us.](#)

**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

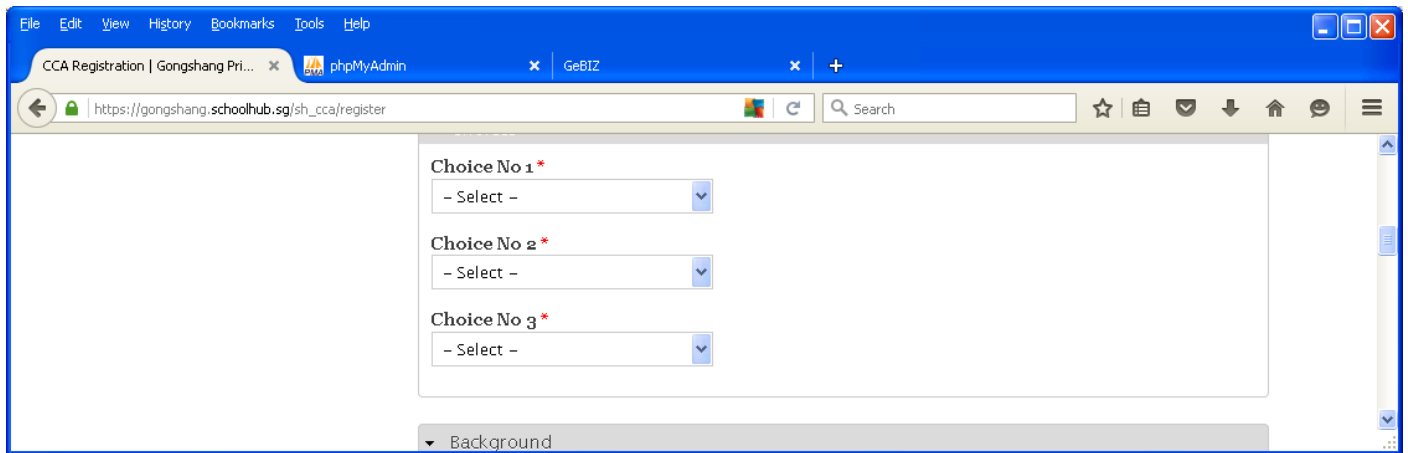
There are 3 sets of information required:

- \*Choices (Your preference in ranking order)
  - You must enter all the choices
  - Each choice must be different
- Background (Primary School Background)
  - Previous School, if applicable
  - Previous School CCA
  - Participation Level
  - Special Talent
  - Any Other Remarks
- NAPFA and Medical (optional)
  - Height
  - Weight
  - Award (Gold, Silver, Bronze, MC or NIL)
  - Blood Type
  - Medical Problem, if any
  - Drug Allergy, if any

*Fields with \* are compulsory.*

## Choices

You shall indicate your choices 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:

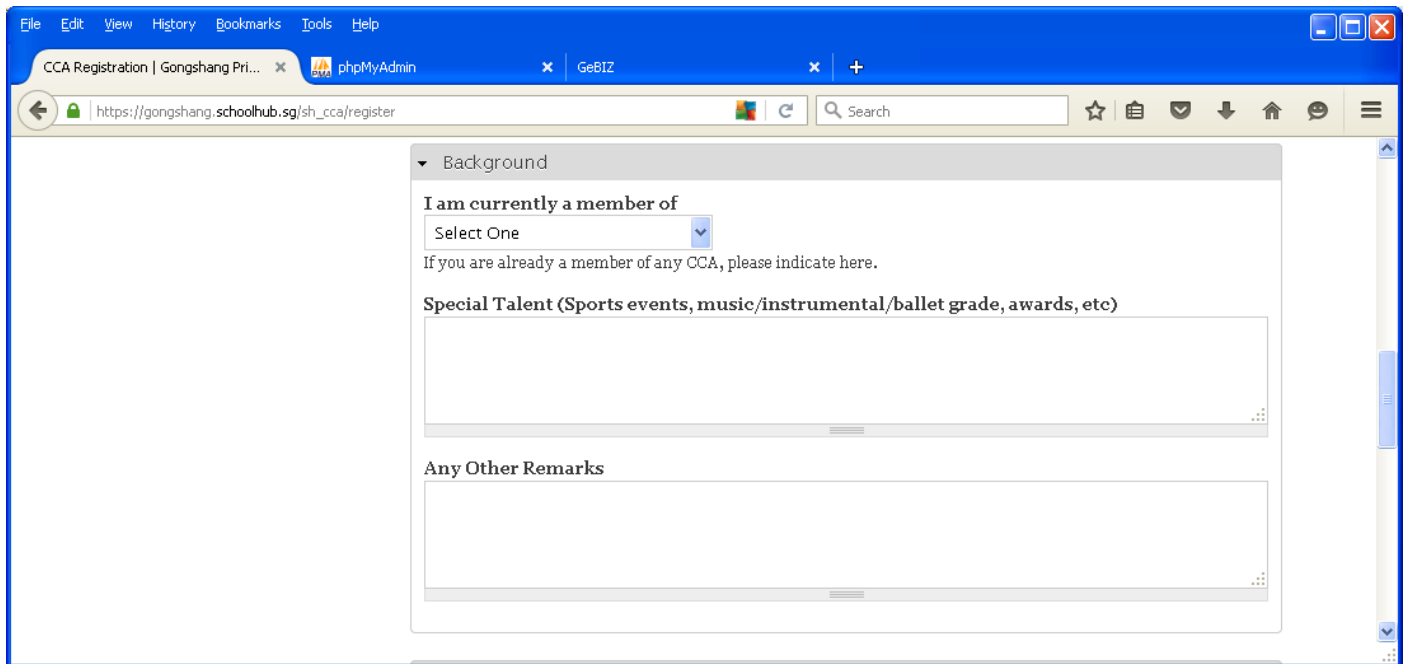
- Browser tabs: CCA Registration | Gongshang Pri..., phpMyAdmin, GeBIZ
- Address bar: [https://gongshang.schoolhub.sg/sh\\_cca/register](https://gongshang.schoolhub.sg/sh_cca/register)
- Form fields:
  - Choice No 1 \*  
- Select -
  - Choice No 2 \*  
- Select -
  - Choice No 3 \*  
- Select -
- Background dropdown menu is visible at the bottom.

## Steps

- Fill in all your choices

## Background

These are your Primary School Background.



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

- Browser tabs: CCA Registration | Gongshang Pri..., phpMyAdmin, GeBIZ
- Address bar: [https://gongshang.schoolhub.sg/sh\\_cca/register](https://gongshang.schoolhub.sg/sh_cca/register)
- Form section: **Background**
- Text: **I am currently a member of**
- Dropdown menu: Select One
- Text: If you are already a member of any CCA, please indicate here.
- Text: **Special Talent (Sports events, music/instrumental/ballet grade, awards, etc)**
- Text area: A large empty text area for special talents.
- Text: **Any Other Remarks**
- Text area: A large empty text area for other remarks.

### Steps

- Fill in all the information, if available

## NAPFA & Medical

These are your NAPFA Results (Gold Silver, Bronze or NIL) and Medical Information.  
(Please skip this part)

The screenshot shows a web browser window with the URL [https://gongshang.schoolhub.sg/sh\\_cca/register](https://gongshang.schoolhub.sg/sh_cca/register). The browser tabs include 'CCA Registration | Gongshang Pri...', 'phpMyAdmin', and 'GeBIZ'. The main content area displays a form titled 'NAPFA & Medical'. The form has the following fields:

- Height (m):
- Weight (kg):
- Napfa Award:
- Blood Type:
- Medical Problem:
- Drug Allergy:

A red rectangular box highlights the entire form area. A blue callout bubble with a white border points to the bottom of the form, containing the text "Please skip this part". Below the form is a 'Submit' button.

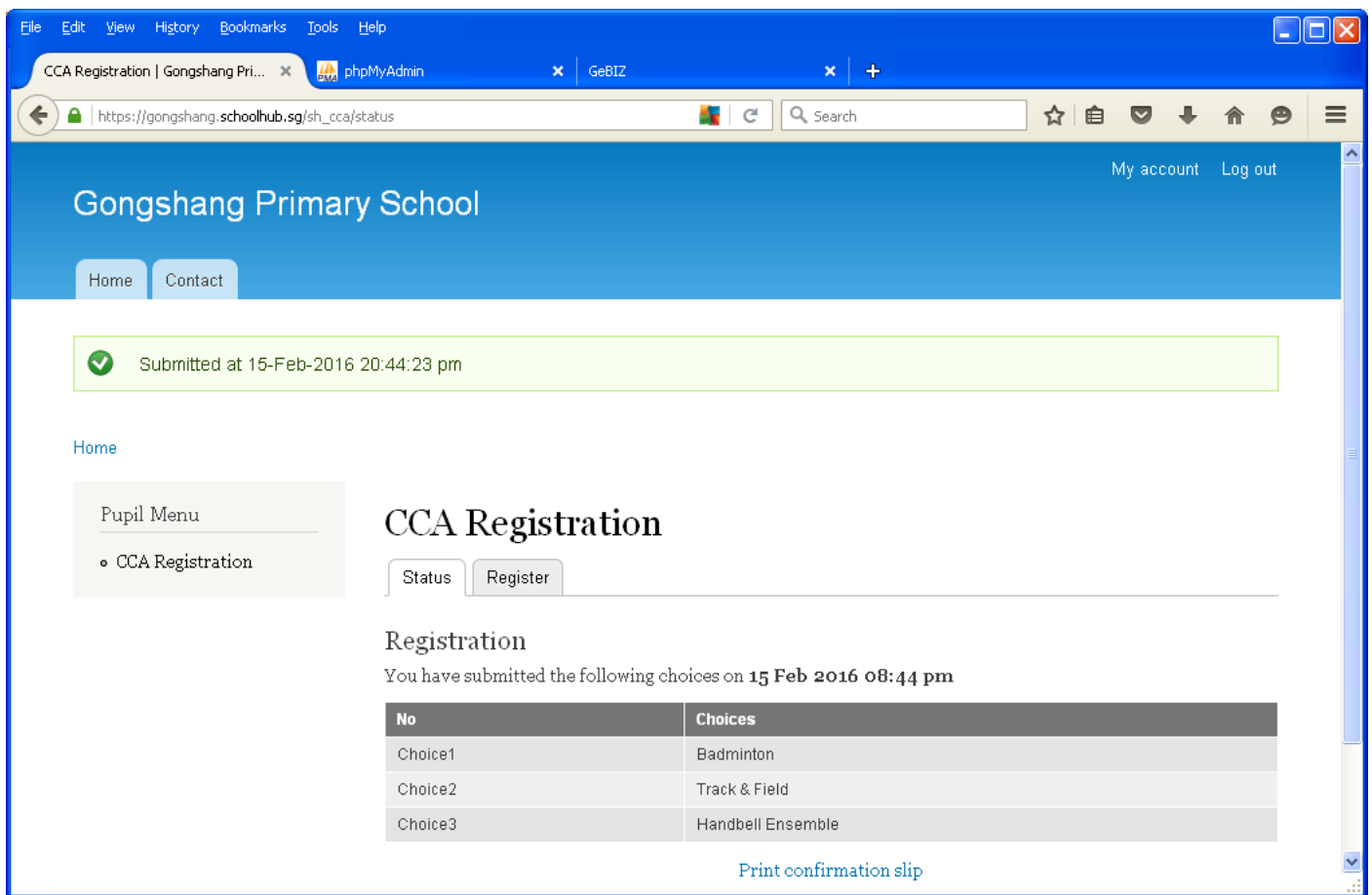
### Steps

- 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

Printed On : 15-Feb-2016 20:43 pm

# Gongshang Primary School

### CCA REGISTRATION

The PE Department acknowledged your online CCA registration on 15 Feb 2016 20:44 pm.

#### PARTICULARS

Name: \_\_\_\_\_ Nric No: \_\_\_\_\_ Class: 31 Reg No: 1

#### PREVIOUS SCHOOL & CCA BACKGROUND

Previous School: Select One

Previous CCA:

Participation Level:

Special Talent:

Remarks:

#### NAPFA & MEDICAL

NAPFA Award: Select One Height: m Weight: kg Blood Type:

Medical Problem :

Drug Allergy :

#### CCA CHOICES

Choice #1 : Badminton

Choice #2 : Track & Field

Choice #3 : Handbell Ensemble

*Please ignore this part*

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

\_\_\_\_\_  
Contact Number