

MOE KINDERGARTEN CHILD DATA FORM (MKCDF)

1. The estimated time to complete the online MKCDF is about **20 minutes** with relevant information at hand. We recommend that you use either a laptop or desktop for this submission. (Use of mobile phones or tablets are not recommended) The weblink for your MK Child Data Form is <https://go.gov.sg/pemkcdf>
2. You will need your **SingPass** account for this submission as the Respondent¹. Please note that you have to complete the MKCDF in **one session** as the data you have entered will not be saved until you have clicked "**Submit**" at the end of the online form. Moreover, for a successful submission, you are required to submit the completed form **within an hour**.
3. Please submit the MKCDF by 9 November 2022 (Wednesday).
4. Before you begin, please ensure you have the following information ready:
 - a. Personal particulars (e.g., name, address, and identity number) of
 - i. BOTH parents
 - ii. Legal Guardian (if applicable)
 - iii. Caregiver (if applicable)
 - iv. Domestic Worker (if applicable).
 - b. Soft-copy passport-sized photographs (for Authorisation Pass) (.png, .jpeg or .jpg extensions; each file below 1 MB.) of
 - i. Respondent
 - ii. Spouse of Respondent (if applicable)
 - iii. Legal Guardian² (if applicable)
 - iv. Caregiver³ (if applicable)
 - v. Domestic Worker (if applicable).
 - c. Your child's vaccination records for
 - i. 1 dose of Measles
 - ii. 3 doses of diphtheria
5. By completing **Section J** of the MK Child Data Form, you consent to the Ministry of Education sharing the information in the form with the MOE-appointed operator of the relevant Kindergarten Care centre for the purpose of enrolling your Child/Ward in the said Kindergarten Care centre.

¹ Either Father or Mother's SingPass account; or Legal Guardian, if applicable.

² "Legal Guardian" refers to a non-parent who is (a). appointed by the Court, or (b). appointed through a deed or will executed by a deceased parent to exercise authority over a child in the same way that the deceased parent would have, had he or she been alive.

³ "Caregivers" are persons authorised by parents or a legal guardian to make certain decisions in relation to the child on behalf of the parent or legal guardian through an authorisation request via the school.