**Online CCA Registration**

**USER GUIDE for**

**STUDENTS**

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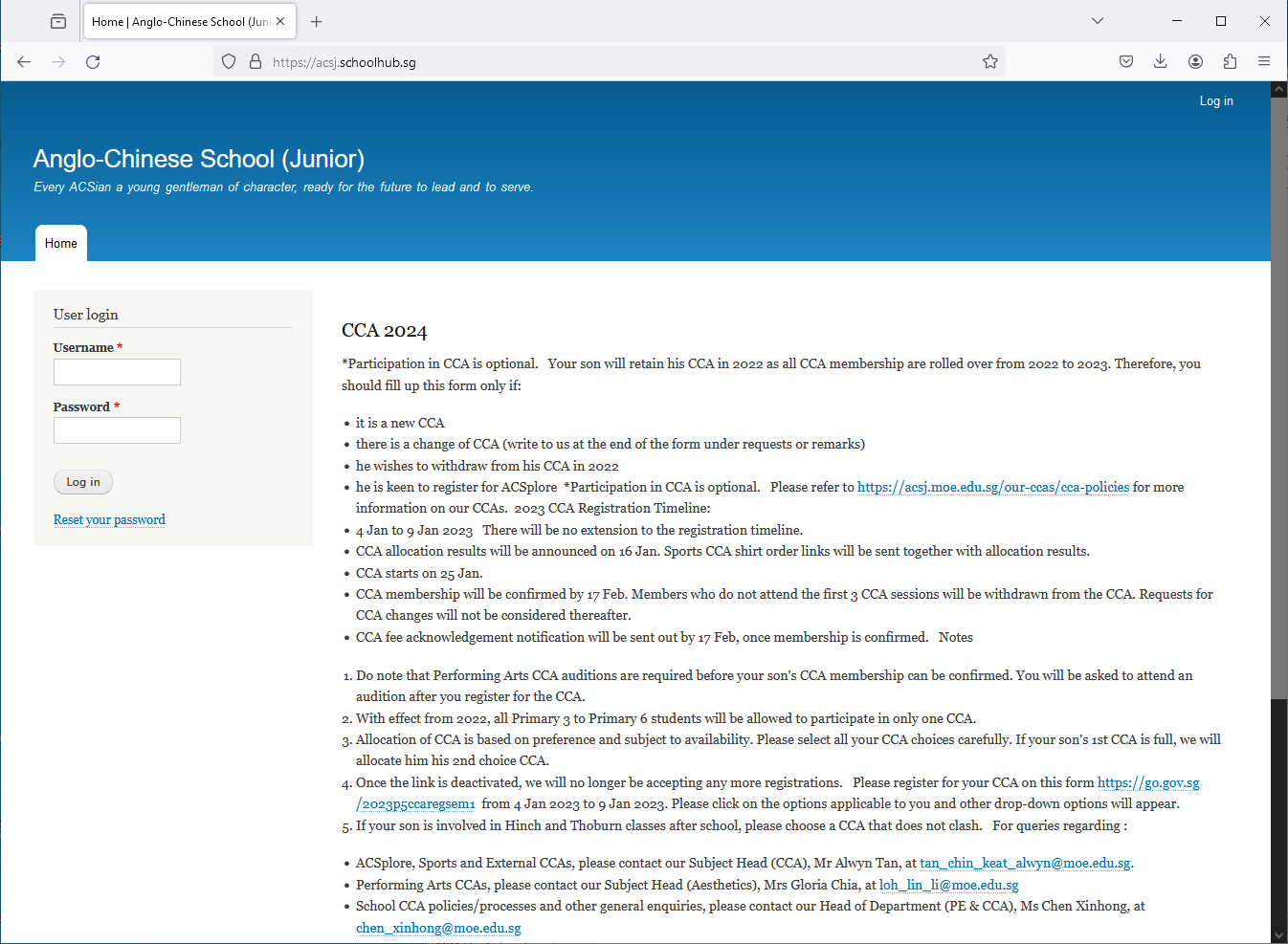
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# Login

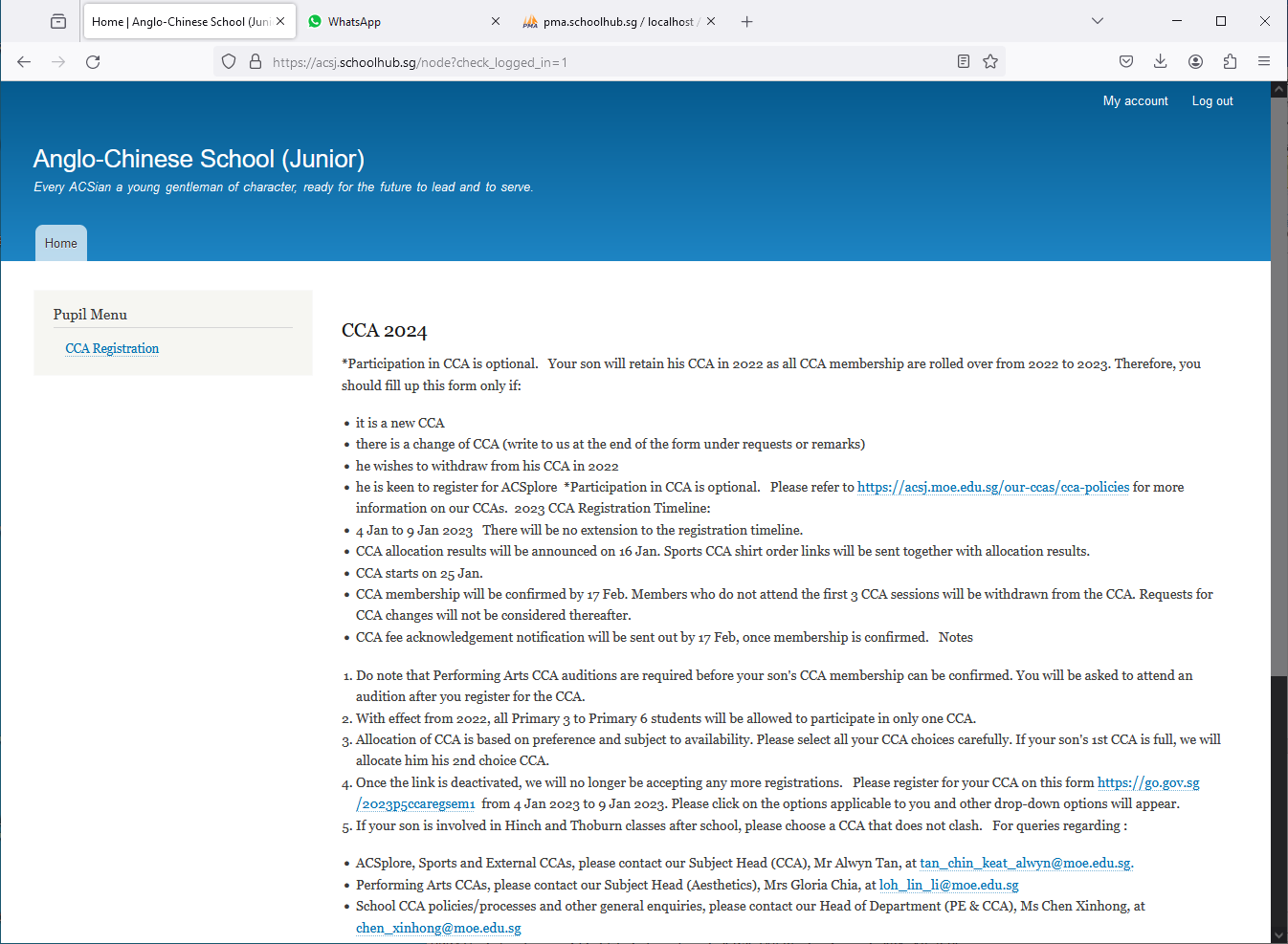
URL: <https://acsj.schoolhub.sg/>



Steps

* Enter Username
* Enter Password
* Click Log in button

Upon successful login, you will be able to see the CCA Registration link under Pupil Menu.



CCA Registration

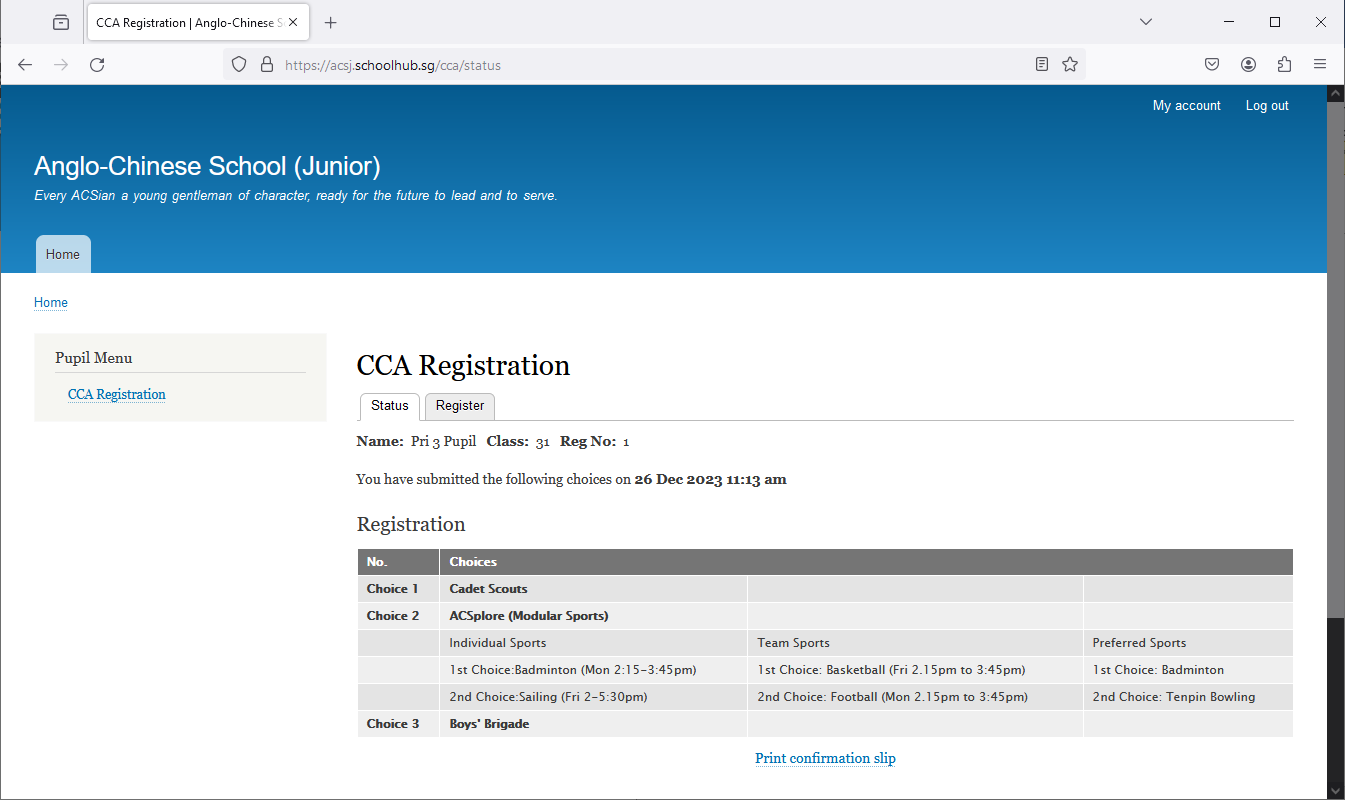
Read the Announcements

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”.



Click Register to begin

Steps

* Click on Register tab to begin

## Information Needed

* Choices (Your choice of preference)
  + 1st choice
  + 2nd choice
  + 3rd choice
* If you choose Uniform Group, Performing Arts or Clubs and Societies
  + No further action needed
* If you choose ACSplore (Modular Sports)
  + Individual Sports
    - Individual Sports 1st Choice
    - Individual Sports 2nd Choice
  + Team Sports
    - Team Sports 1st Choice
    - Team Sports 2nd Choice
  + Training Squad (Optional)
    - 1st Preferred Sport
    - 2nd Preferred Sport
* Request or Remark

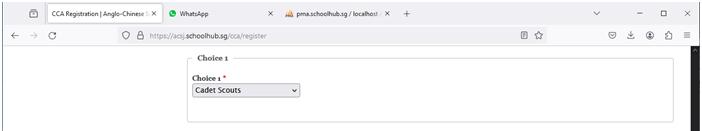
## Choices

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

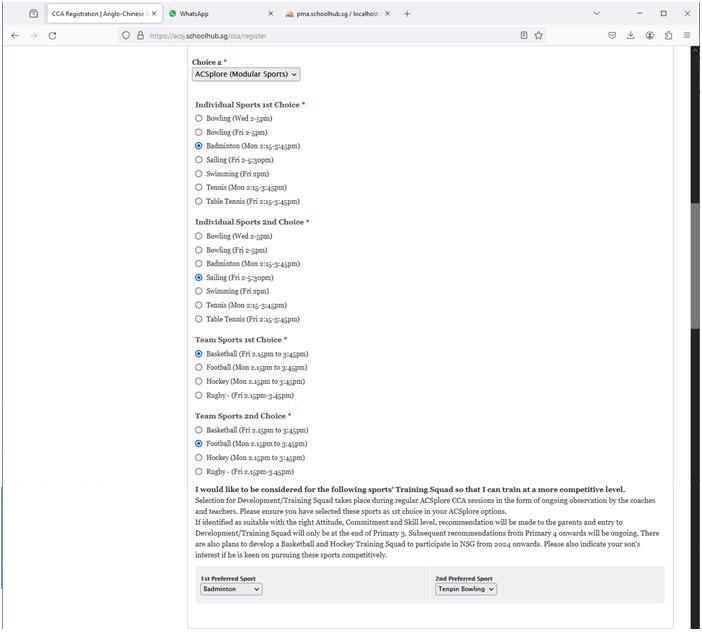
Steps

* Fill in all your choices

**e.g. 1st Choice**



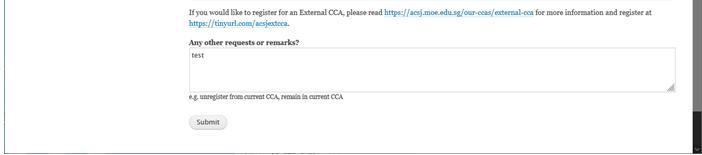
**e.g. 2nd Choice**



**e.g. 3rd Choice**



Remark



Click Submit to complete the registration

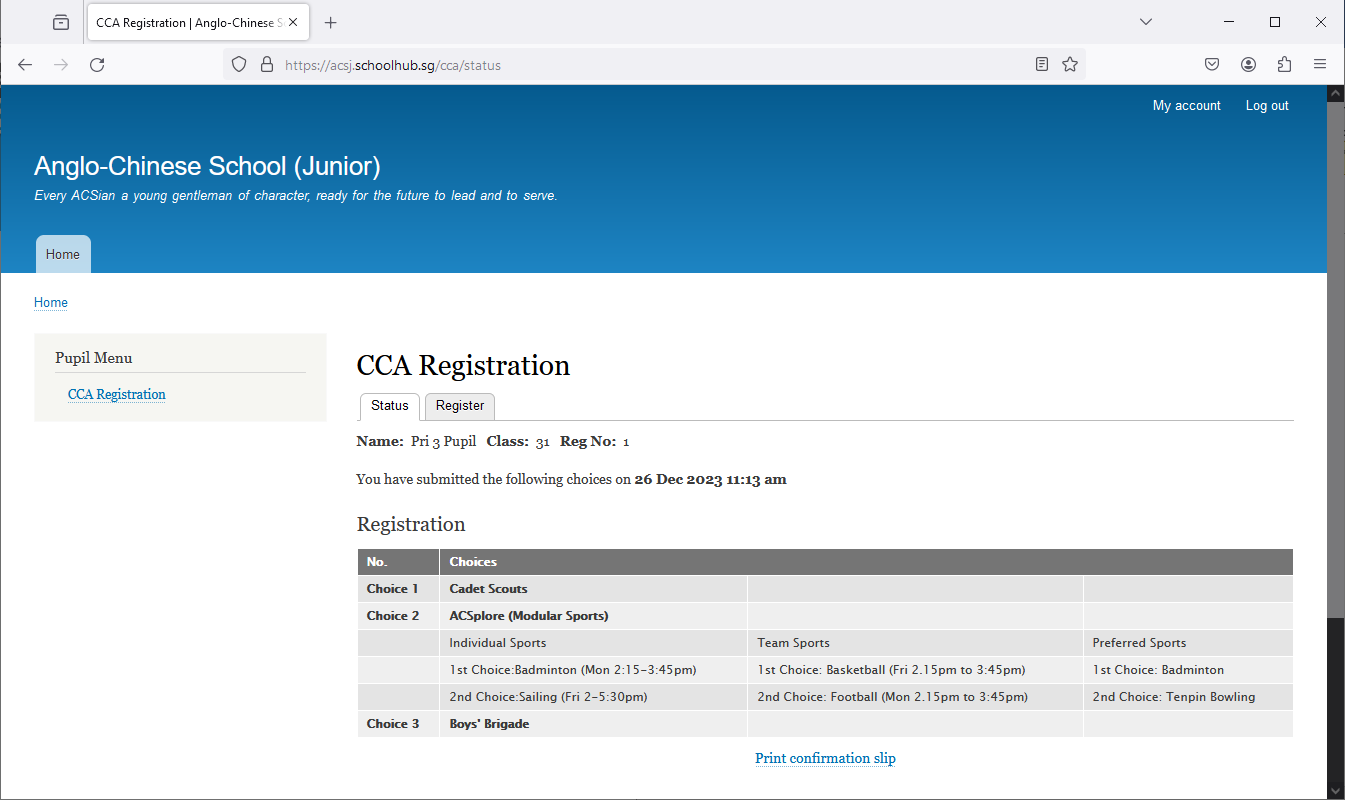
Steps

* Fill up all the information, if available
* Click Submit button

**Note:**

You may Re-Submit if you decide to change your choices (Until the closing Date)

## Print Confirmation Slip



Click Print Confirmation Slip

**Note**

You may print a copy of the Confirmation Slip for your own reference.

## Sample Confirmation Slip

