

Online CCA Registration

USER GUIDE for STUDENTS

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LOGIN

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

The screenshot shows a web browser window displaying the login page for the CCA Registration Portal. The page header includes the school name 'Hougang Secondary School' and its motto 'Passionate Learners. Principled Leaders. Grateful Citizens.' There are navigation tabs for 'Home' and 'Contact'. The main content area is titled 'Announcement' and contains the following text:

Submitted by root on 13 January 2018 - 11:24pm
This is the CCA Registration Portal for Sec One Students to register their CCA Choices.
You may refer to User Guide under the attachment (Below) on how to register your choices.
Registration Period: 19 Jan (Fri), 17:00hr to 23 Jan (Tue) 17:00hr.

Criteria

- Each student is given 5 choices.
- One of the choices **MUST** be from a Uniformed Group.

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.

All successful submission will be listed on your "Status tab".

Sports & Games	Uniformed Group	Performing Arts	Clubs & Societies
Basketball (Boys)	Boys' Brigade	Angklung & Gamelan	Media Resource Club
Football (Boys)	Girls' Brigade	Choir	
Floorball	Girl Guides	Speech & Drama	
Judo	NCC Land (Boys)	Guzheng	
Netball	NPCC	Modern Dance (Girls)	
Wushu	Red Cross	Symphonic Band	
	Scouts		

Login:
Username and password will be assigned to you.
You are required to change user password and enter your eMail upon FIRST login.

On the left side of the page, there is a 'User login' section with input fields for 'Username *' and 'Password *', a 'Request new password' link, a CAPTCHA section with a math question '6 + 7 =', and a 'Log in' button.

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 Pupil Menu.

Hougang Secondary School
Passionate Learners. Principled Leaders. Grateful Citizens.

Home Contact

Pupil Menu
• [CCA Registration](#)

Announcement

Submitted by root on 13 January 2018 - 11:24pm

This is the CCA Registration Portal for Secondary One Students to register their CCA Choices.

Please refer to User Guide under the attachment (Below) on how to register your choices.

CCA Registration (Tue) 17:00hr.

- One of the choices MUST be from a Uniformed Group.

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.

All successful submission will be listed on your "Status tab".

Sports & Games	Uniformed Group	Performing Arts	Clubs & Societies
Basketball (Boys)	Boys' Brigade	Angklung & Gamelan	Media Resource Club
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Login:
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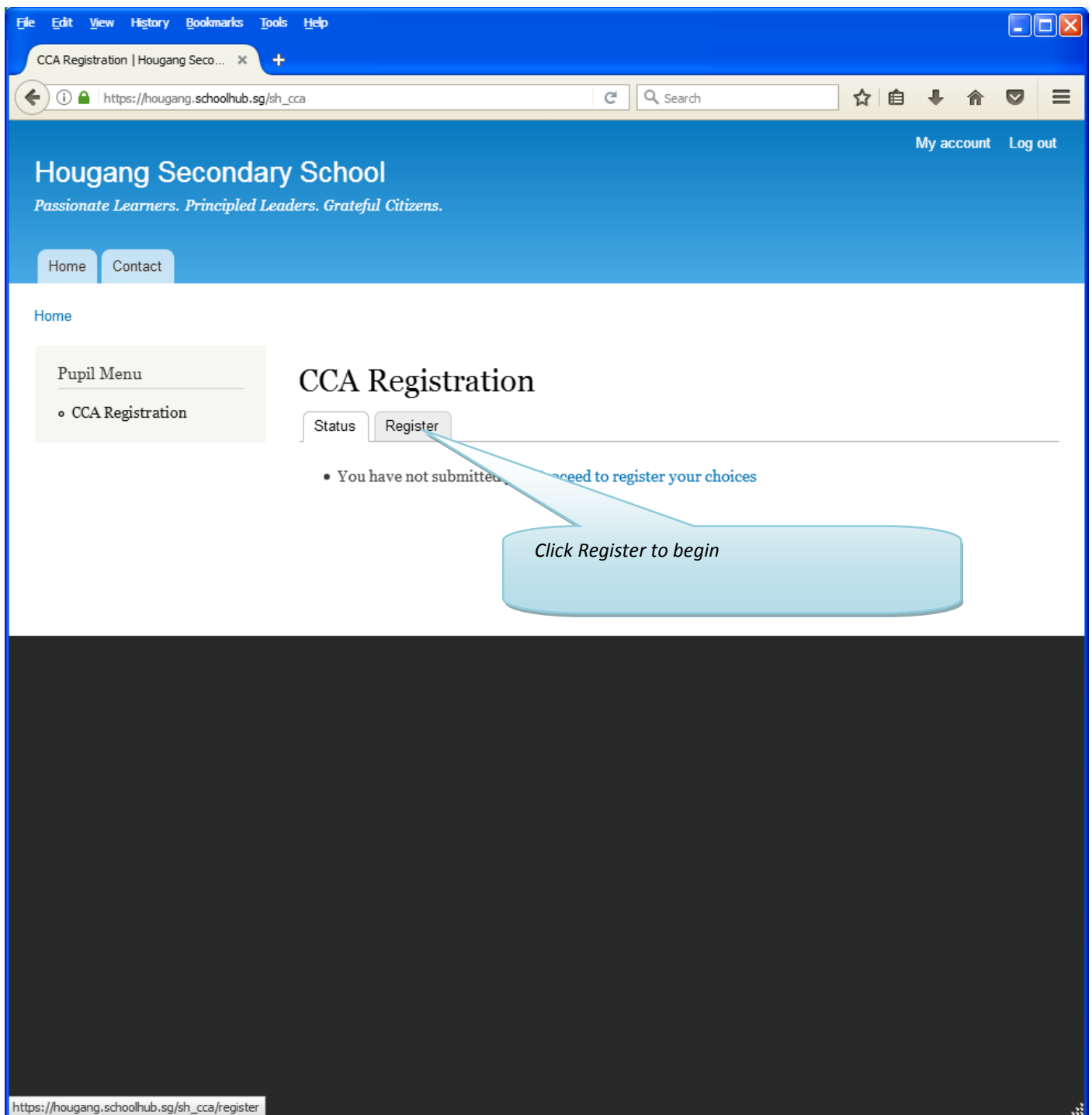
You are required to change user password and enter your eMail upon FIRST login.

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 choice of preference)
 - You must enter all the choices (depend on your school requirement)
 - Each choice must be different
- Background (Primary School Background)
 - Previous School, if applicable
 - Previous School CCA
 - Participation Level
 - Special Talent
 - Any Other Remarks
- NAPFA
 - Height
 - Weight
 - Award (Gold, Silver, Bronze, MC or NIL)

*Fields with * are compulsory.*

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

The screenshot shows a web browser window with the URL https://hougang.schoolhub.sg/sh_cca/register. The page title is "CCA Registration". On the left, there is a "Pupil Menu" with a sub-item "CCA Registration". The main content area has two tabs: "Status" and "Register", with "Register" selected. Below the tabs is a "Particulars" section containing a table with the following data:

Nric No	Name	Class	Reg No
1X1_01_00	Demo Student 01	1X1	1

Below the "Particulars" section is a "Choices" section with five dropdown menus, each labeled "Choice No 1" through "Choice No 5" with a red asterisk. The selected options are:

- Choice No 1: Basketball (Boys)
- Choice No 2: Boys' Brigade
- Choice No 3: Angklung & Gamelan
- Choice No 4: Media Resource Club
- Choice No 5: Wushu

Steps

- Fill in all your choices

Background

These are Optional.

The screenshot shows a web browser window with the URL https://hougang.schoolhub.sg/sh_cca/register. The page title is "CCA Registration | Hougang Seco...". The form is divided into two main sections: "Background" and "NAPFA".

Background Section:

- Previous CCA if any:** A text input field containing "BASKETBALL".
- Special Talent (Sports events, music/instrumental/ballet grade, awards, etc):** A large text area for entering details.
- Remarks:** A large text area for additional comments.

NAPFA Section:

Height (m)	Weight (kg)	Napfa Award
1.76	60	Gold

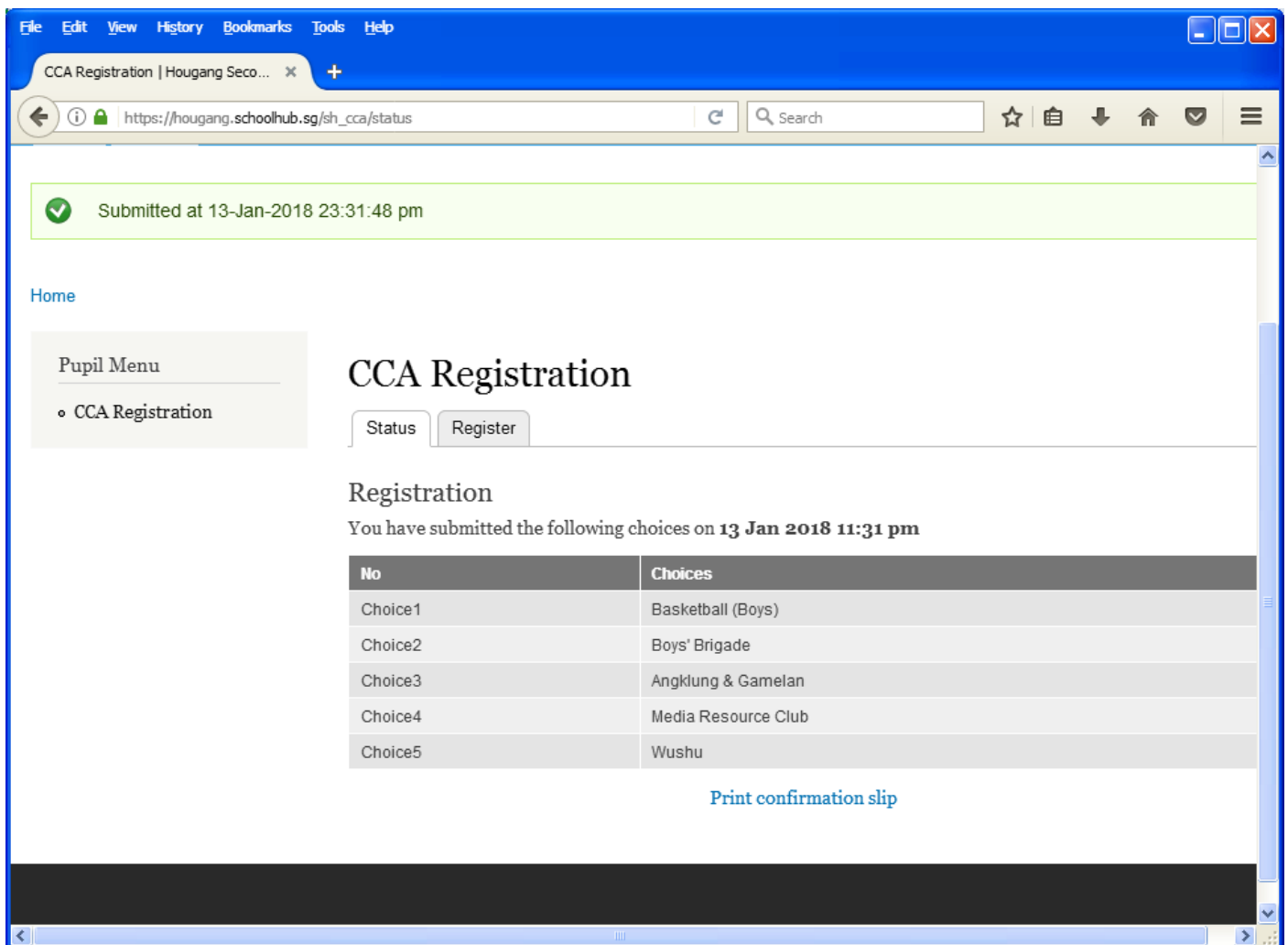
A "Submit" button is located at the bottom of the form.

Steps

- Fill in all the information, if available
- Click Submit button

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

The screenshot shows a PDF document titled "cca_registration_pdf(27).pdf" in Adobe Acrobat Pro. The document is a confirmation slip for CCA registration at Hougang Secondary School. It includes the school name, registration date, student details, previous CCA, remarks, and a list of CCA choices. The document is printed on 13-Jan-2018 at 23:05 pm.

Printed On : 13-Jan-2018 23:05 pm

Hougang Secondary School

CCA REGISTRATION 2018

The PE Department acknowledged your online CCA registration on 13 Jan 2018 23:31 pm.

PARTICULARS

Name: Demo Student 01	Class: 1X1	Reg No: 1
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BACKGROUND

Previous CCA: BASKETBALL

Remarks:

NAPFA Award: Gold Height: 1.76 m Weight: 60 kg

CCA CHOICES

- Choice #1 : Basketball (Boys)
- Choice #2 : Boys' Brigade
- Choice #3 : Angklung & Gamelan
- Choice #4 : Media Resource Club
- Choice #5 : Wushu

Name & Signature of Parent/Guardian Contact Number

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