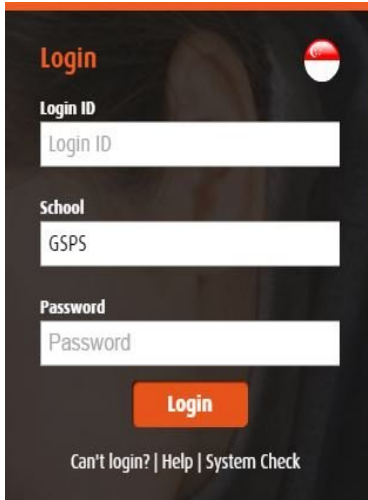


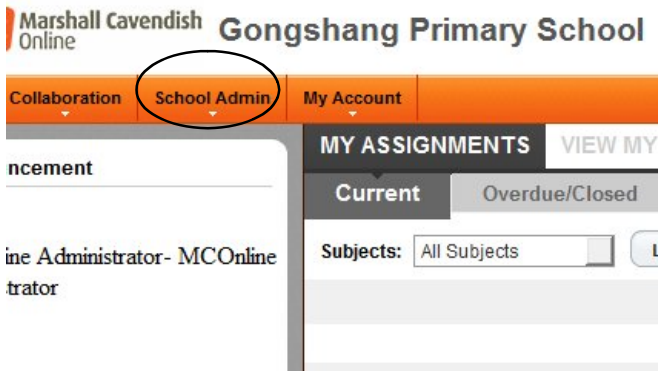
Logging into MC Online account for Parents/Guardians

Please go to www.mconline.sg or www.lead.com.sg

 <p>Login</p> <p>Login ID</p> <input type="text" value="Login ID"/> <p>School</p> <input type="text" value="GSPS"/> <p>Password</p> <input type="text" value="Password"/> <p>Login</p> <p>Can't login? Help System Check</p>	<p>Login ID: P_(your child's BC/FIN no) Example: P_T0123456A</p> <p>School ID: GSPS</p> <p>Password: learning (by default for parent's account)</p> <p>You may change your password after logging in. If you have forgotten your password, please contact the Helpdesk at 6777 5198.</p>
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1) Update of Travel Plans using MCOonline

Step 1: Please click on **School Admin**



Step 2: Please click on **School Matters** and **View My Child's Travel Plans**



Step 3: Click Declare

School Admin > Travel Plan



	Purpose	Start Date

Step 4:

Fill in the necessary information, check the box at the bottom and **Save**. If you are travelling to more than one country, please **Save & Add Another**. If you are NOT travelling overseas, please check the box next to the holiday period accordingly and save.

Travel Declaration

Please Select:

I will NOT be travelling to another country during the following holiday: Mar Jun Sep Dec Others

I will be travelling to another country during the school vacation. Below is my travel plan:

From:

To:

Country:

State:

Purpose of Travel:

Mode of Travel:

Emergency Contact:

For Parents/Guardian Only

Parent/Guardian Name:

Parent/Guardian Contact:

I declare that all the information entered here is correct and accurate as of the time of submission of this declaration.

Cancel Save Save & Add Another

