



# SYARIAH COURT SINGAPORE

## USER GUIDE FOR SYC PORTAL MARRIAGE COUNSELLING PROGRAMME

### **Syariah Court Detailed User Guide for Public Users**

Marriage Counselling Programme



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### Marriage Counselling Programme

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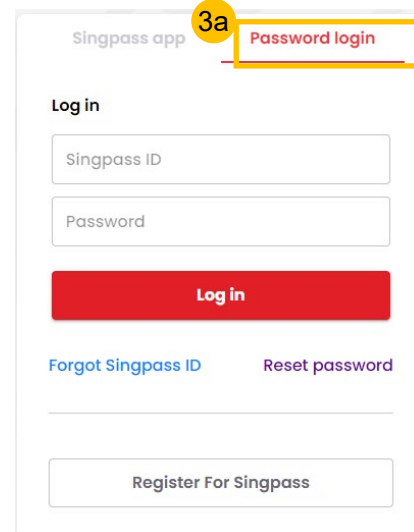
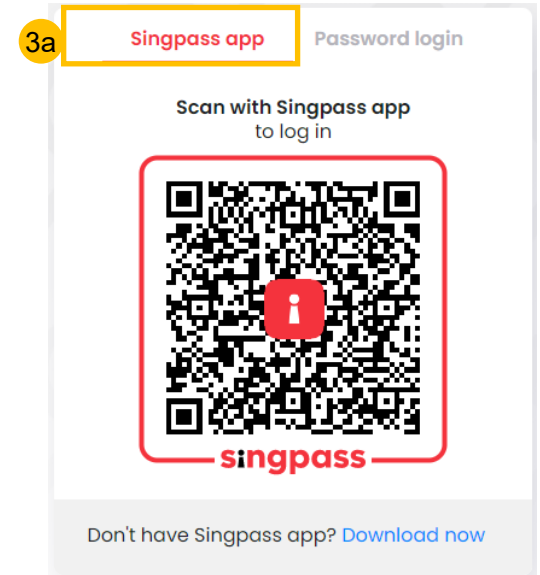
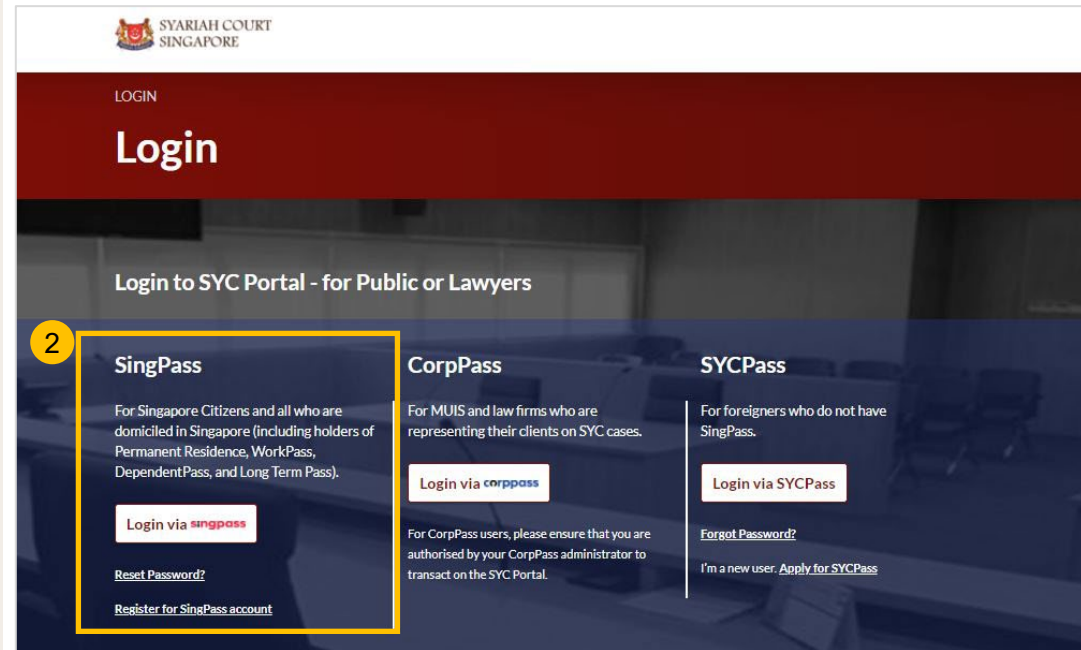
#### Marriage Counselling Programme

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# Login to SYC Portal e-Services Using SingPass

# Login to SYC Portal for e-Services using SingPass

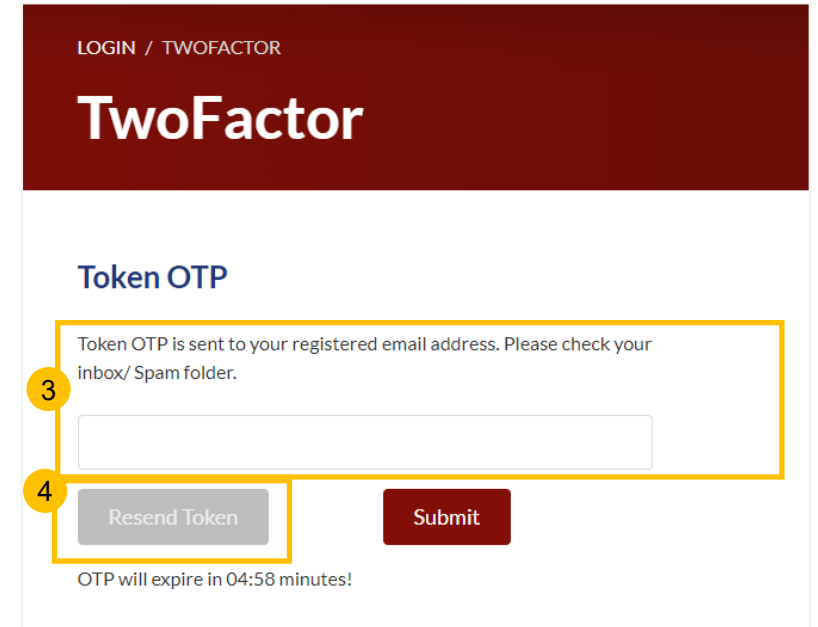
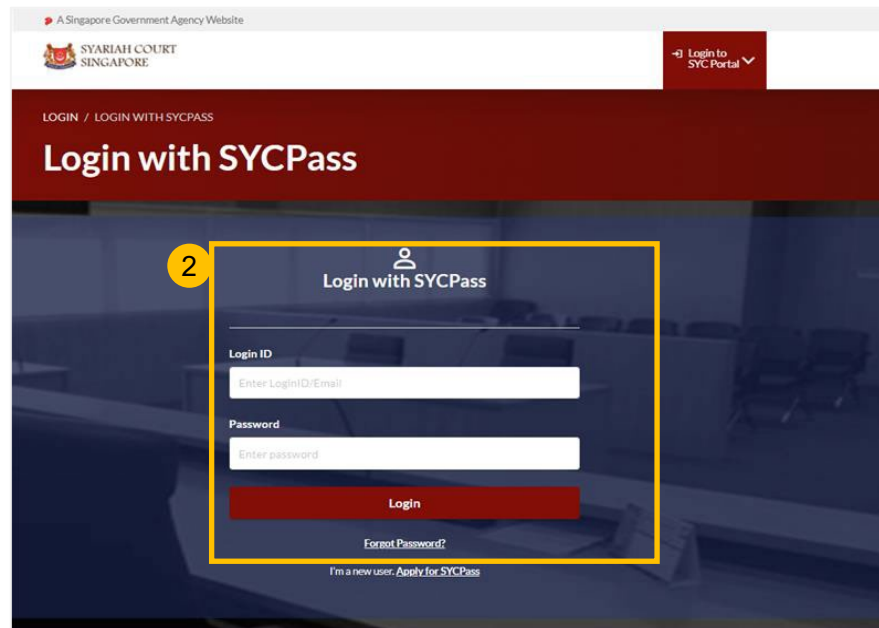
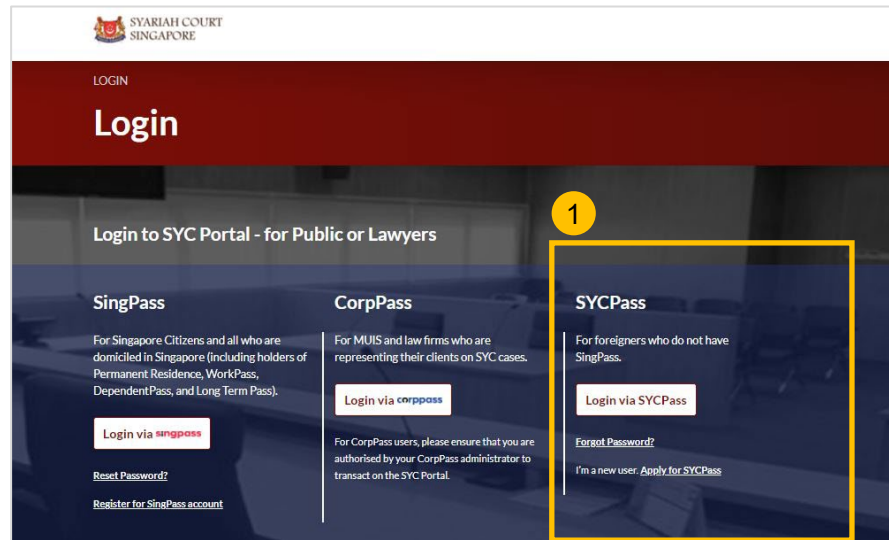
- 1 Singaporeans, Permanent Residents and other individuals with SingPass, please use your individual **SingPass**. Foreigners without SingPass, please apply for and use **SYCPass**.
- 2 Click **Login via SingPass**. You will be redirected to the SingPass login page.
- 3 On the SingPass login page, select either Password Login or SingPass app, whichever is applicable.
  - For Password login, enter your SingPass credentials and OTP for validation.
  - For SingPass app, a QR code will appear. Use the QR code to login with your SingPass app. On desktop devices, launch the SingPass application on a mobile device and scan the code. On mobile devices, tap the QR code to launch the SingPass application.
- 4 After successful login, you will be brought to your Dashboard for SYC e-Services.



# Login to SYC Portal e-Services Using SYCPass

# Login to SYC Portal for e-Services using SYCPass

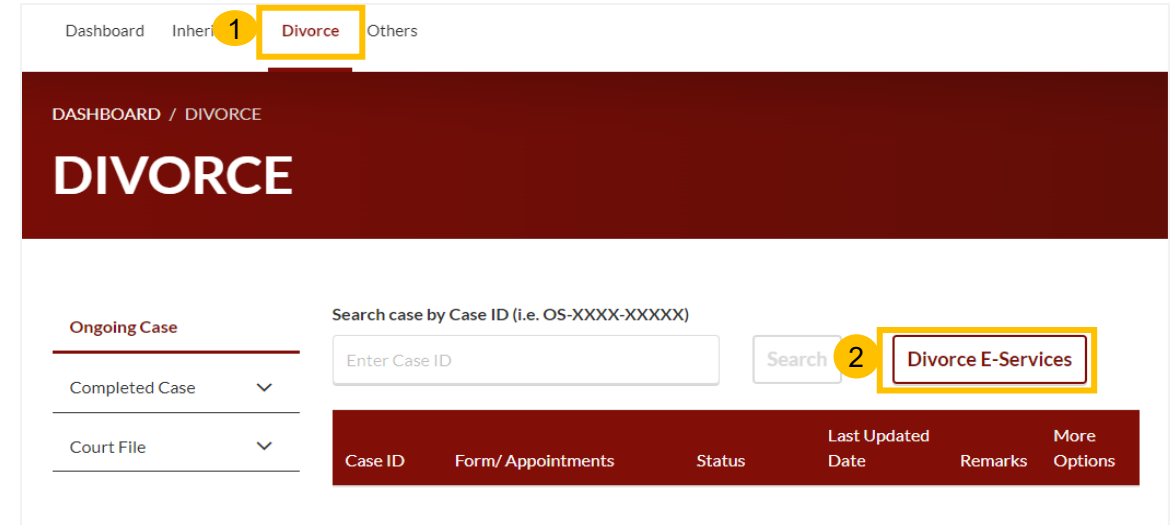
- 1 To login via SYCPass, please click on **Login via SYCPass**. You will be redirected to the SYCPass login page.
- 2 Enter your **SYCPass** Login ID and password and click **Login**.
- 3 A One Time Password (OTP) will be sent to your email. Key in the OTP to login and view the dashboard.
- 4 If the OTP has expired, click on **Resend Token**.
- 5 After successful login, you will be brought to your Dashboard for SYC e-Services.



# Registration for Marriage Counselling Programme

# Registration for Marriage Counselling Programme

- 1 To register for the Marriage Counselling Programme, navigate to the **Divorce** tab on your Dashboard.
- 2 To create a registration for Marriage Counselling, under Divorce Tab, click on “**Divorce E-Services**”.
- 3 **Divorce E-Services** page is displayed.
- 4 Click on **Start a New Case** and select **Marriage Counselling Programme**.
- 5 Under **Registration for Marriage Counselling Programme**, you will find a **description** of the application, **estimated time required** to apply for Marriage Counselling and **documents required**.
- 6 Click on the hyperlink of the text **Registration for Marriage Counselling Programme** to continue to register for the Marriage Counselling Programme.





# Registration for Marriage Counselling Programme

- 7 Upon clicking **Registration for Marriage Counselling Programme**, the **Important Notes** page is displayed. Please read through the **Important Notes**.
- 8 Click on the links for [Privacy Statement](#), [Terms of Use](#), to read each item. Tick on the checkbox to confirm that you have read and agree to the Privacy Statement and Terms of Use and to indicate your understanding of the Privacy Statement and Terms of Use.
- 9 To proceed and create Registration for Marriage Counselling Programme, click on **Agree and Proceed**.
- 10 To cancel and go back to Dashboard, click on **Back to Dashboard**.

7 **Important Notes**

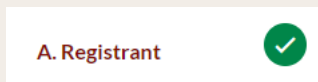
1. This service will take you approximately 30 minutes to complete.
2. Please ensure you have the following documents:
  - Marriage Certificate/Revocation Certificate
  - Identity Card (front and back) or Passport
  - Children's Birth Certificates
  - Protection Order/ Maintenance Order/Conversion Letter to Islam
  - Documentary Proof of Domicile/Habitual Residence in Singapore (if neither the Registrant nor his/her spouse is a Singapore Citizen)
  - (For Lawyer) Document to show that you are instructed to submit this registration on behalf of your client
3. The registration will not be accepted if the form is incomplete and/or insufficient documents are attached.
4. Your application will be processed within 3 working days.

8  I have read and agree to the [Privacy Statement](#) and [Terms of Use](#).

10 [Back to Dashboard](#) [Agree and Proceed](#) 9

# Registration for Marriage Counselling Programme

- 11 The initial status of Registration for Marriage Counselling is **Draft**.
- 12 On the header you will find a navigation bar to guide you on the steps for completing the Registration for Marriage Counselling Programme which are:
  - a) **Registration Form**
  - b) **Preview**
  - c) **Declaration & Submit**
  - d) **Complete**
- 13 In the registration form, these are the sections that need to be filled up:
  - a) **Registrant**
  - b) **Spouse**
  - c) **Marriage Details**
  - d) **Information on Children**
  - e) **Information on Housing**
  - f) **Reason for Application**
  - g) **Exemption from Counselling**
  - h) **Domicile/Habitual Residence in Singapore**, this additional form is enabled if both Registrant & Spouse are Foreigner.
- 14 Click **Save as Draft** to save the filled-up data.
- 15 You can move to the **next section** by clicking on the arrow at the bottom of the page, and the information will be automatically saved as a draft.
- 16 Upon filling all the mandatory fields, a green tick will appear for that section in the vertical tab. (see example)



11 Status: Draft

1 Registration Form 2 Preview 3 Declare & Submit 4 Complete

13

- A. Registrant !
- B. Spouse !
- C. Marriage Details !
- D. Information on Child(ren) !
- E. Information on Housing !
- F. Reason for Application !
- G. Exemption from Counselling !

16

- All fields are mandatory unless otherwise stated.
- You can save the form as draft copy for future completion
- [User Guide](#) (PDF,XXB)

Complete Incomplete

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)  
TAN MING HENG TERENCE

Alias (Optional)  
Alias (Jika ada)  
Type here...

ID Type  
Jenis Pengenalan  
SG PINK

ID No.  
No. Kad Pengenalan  
S9812388A

Citizenship  
Kewarganegaraan  
Singapore Citizen

Nationality  
Kerakyatan  
SINGAPORE CITIZEN

14 Save as Draft Preview

15 Next: B. Spouse >

## Section A (Registrant)

17 Section A (**Registrant**), refers to you and your particulars. If you login by SingPass, verify these **Registrant** details which are auto populated from MyInfo and non-editable :

- a) Full Name
- b) ID Type
- c) ID No
- d) Citizenship
- e) Nationality
- f) Date of Birth
- g) Gender
- h) Race

If you login by SYC Pass, the information above will be auto populated from the **Update my Particulars** section of the SYC Portal and are editable.

18 If the Registrant's ID Type is **FIN** or **Passport** (i.e. Citizenship is Foreigner), pleas upload the Proof of Identity by clicking on the **Choose File** button.

The screenshot displays a registration form with two main sections. The top section, highlighted with a yellow border and a '17' callout, contains the following fields: Full Name (as per ID No.) with the value 'TAN MING HENG TERENCE'; Alias (Optional) with a text input field containing 'Type here...'; ID Type (Jenis Pengenalan) with a dropdown menu showing 'SG PINK'; ID No. (No. Kad Pengenalan) with the value 'S9812388A'; Citizenship (Kewarganegaraan) with a dropdown menu showing 'Singapore Citizen'; Nationality (Kerakyatan) with a dropdown menu showing 'SINGAPORE CITIZEN'; Date of Birth (Tarikh Lahir) with a date picker showing '01/02/1992'; Gender (Jantina) with a dropdown menu showing 'Male'; Race (Bangsa) with a dropdown menu showing 'CHINESE'; and Highest Educational Qualification\* (Kelayakan Pendidikan Tertinggi) with a dropdown menu showing 'Post-Secondary (Non-tertiary): General & Vo'. The bottom section, highlighted with a yellow border and an '18' callout, contains: ID Type (Jenis Pengenalan) with a dropdown menu showing 'FIN'; ID No. (No. Kad Pengenalan) with the value 'F1612351W'; a text prompt 'Please Upload Proof of Identity (FIN card or Passport)'; a dashed box containing the text 'Drag and drop your document here'; and a 'Choose File' button.

Up to a maximum file size of 10MB. File type must be PDF. Filename cannot contain invalid characters # % & \* : < > ? / | . - { }.

## Section A (Registrant)

19 If you login by SingPass, please verify these **Registrant** details which are auto populated from MyInfo and editable:

- a) Alias (if Any)
- b) Highest Educational Qualification

You may update the information above if required.

If you login by SYC Pass, the information above will be auto populated from the **Update My Particulars** section of the SYC Portal and editable. Please refer to the General Navigation user guide on how to Update My Particulars for SYC Pass.

20 Select the answer whether the **Registrant's full name as per NRIC/ID is the same as the name in the Marriage Certificate (YES/NO)**.

21 If the answer is No, please upload the **Deed Poll** by clicking on the **Choose File** button.

22 Specify the **reason** for the difference in the Registrant's name.

The screenshot shows a registration form with the following fields and annotations:

- Full Name (as per ID No.)**: TAN MING HENG TERENCE
- Alias (Optional)**: Alias (Jika ada). Input field with placeholder "Type here...". Annotated with 19a.
- ID Type**: SG PINK
- ID No.**: S9812388A
- Citizenship**: Singapore Citizen
- Nationality**: SINGAPORE CITIZEN
- Date of Birth**: 01/02/1992
- Gender**: Male
- Race**: CHINESE
- Highest Educational Qualification\***: Kelayakan Pendidikan Tertinggi. Dropdown menu showing "Post-Secondary (Non-tertiary): General & Vo". Annotated with 19b.

The screenshot shows two sections of the form:

- Question 20**: "Is the Registrant's full name as per NRIC/ID the same as in the Marriage Certificate?" with radio buttons for Yes and No. The "No" option is selected.
- Deed Poll Upload**: "Please upload Deed Poll" section with a "Choose File" button. Below the button is a dashed box for file upload and a note: "Up to a maximum file size of 10MB. File type must be PDF. Filename cannot contain invalid characters # % & \* : < > ? / | . - { }".

The screenshot shows the "Please specify reason\*" section with a text input field containing "Change of Name". Annotated with 22.

## Section A (Registrant)

23 In the **Residential Address** section, select **Location** as either **Local** or **Overseas**. For Overseas, refer to step no. 27

If you select **Local**,

- Key in **Postal Code** and click **Retrieve Address**.
- Verify **Blk/House No.** which is auto populated from the Postal Code.
- Verify **Street Name & Building Name** which is auto populated from the Postal Code.

24 Key in **Level No** and **Unit No**

25 If the address does not contain **level no** and/or **unit no**, select the answer as **No**.

26 If the Mailing Address is the same as the Residential Address, tick on the checkbox **Same as Residential Address**. If it is not the same, leave the checkbox unticked and key in the Mailing Address of the Registrant.

The screenshot shows the 'Residential Address' form with several fields highlighted by yellow boxes and numbered callouts:

- 23a**: Location (Lokasi) section with radio buttons for 'Local' (selected) and 'Overseas'.
- 23b**: Postal Code (Poskod) field containing '119960' and a 'Retrieve Address' button.
- 25**: A question 'Does the address contain Level no. and/or Unit no.?' with radio buttons for 'Yes' (selected) and 'No'.
- 23c**: A row of three input fields: 'Blk No. No. Blok' (450), 'Level No. No. Aras' (11), and 'Unit No. No. Unit' (11).
- 23d**: 'Street Name' (Nama Jalan) field containing 'ALEXANDRA ROAD' and 'Building Name (Optional)' (Nama Bangunan (Jika ada)) field also containing 'ALEXANDRA ROAD'.

The screenshot shows the 'Mailing Address' form with a checkbox labeled 'Same as Residential Address' which is checked. A yellow box and callout '26' highlight this checkbox.

## Section A (Registrant)

- 27 In the **Residential Address** section, select **Location** as either **Local** or **Overseas**. If you select **Overseas**, refer to the steps below.
- 28 Select the Overseas **Country** from the dropdown list.
- 29 Key in **Address**.
- 30 Key in **Postal Code**.
- 31 If the Mailing Address is the same as the Residential Address, tick on the checkbox **Same as Residential Address**. If it is not the same, leave the checkbox unticked and key in the Mailing Address of the Registrant.

**Location**  
Lokasi

Local  Overseas 27

**Country\***  
Negara

UNITED KINGDOM OF GREAT BRITAIN AN 28

**Address\***  
Alamat

SW 6 Fullham Road 1609 29

**Postal Code**  
Poskod

172655 30

**Mailing Address**

Same as Residential Address 31

## Section A (Registrant)

- 32 In the **Past Marital Information** section,
- Specify **Marital Status Before this Marriage**.
  - If the Registrant's marital status is Divorced, or Widowed, or Married, specify **Number of Previous Marriages (exclude current)**
- 33 Provide **Employment Information** for the Registrant :
- Specify **Occupation**. If occupation is **Others** (not listed in the selection), please provide details.
  - Specify **Gross Monthly Salary**.
- 34 Answer the question **Is the Registrant in prison/incarcerated** (Yes/No).
- 35 If you select Yes, you may specify **Inmate No.** (Optional), and **Release Date** (Optional).
- 36 You may move to the **Next section** by clicking on the arrow in the bottom of the page, to continue fill up section **B (Spouse)**.

**Past Marital Information**

<b>Marital Status Before this Marriage *</b> Status perkahwinan sebelum pernikahan semasa	<b>No. of Previous Marriages (exclude current)</b> Bilangan perkahwinan sebelum pernikahan semasa
<input type="text" value="Divorced"/>	<input type="text" value="2"/>

32

**Occupation \***  
Pekerjaan

**Gross Monthly Salary \***  
Gaji Kasar Bulanan

33

**Is the Registrant in prison/incarcerated?**  
Adakah anda di dalam penjara?


Yes  No

**Inmate No. (Optional)**  
Nombor Banduan (tidak diwajibkan)

**Release Date (Optional)**  
Tarikh dibebaskan (tidak diwajibkan)

34

35

**Next: B. Spouse** 

36

## Section B (Spouse)

- 37 Provide your **Spouse's** details.
- a) Full Name
  - b) Alias (If Any)
  - c) ID Type
  - d) NRIC/ID No.
  - e) Citizenship
  - f) Nationality
  - g) Gender
  - h) Race
  - i) Dialect
  - j) Highest Educational Qualification

- 38 Select the answer whether the **Spouse's full name as per NRIC/ID is the same as in the Marriage Certificate** (YES/NO).

- 39 If the answer is No, please upload the **Deed Poll** by clicking on the **Choose File** button and provide the **reason** for the difference in name.

37

<b>Full Name (as per ID No.) *</b> Nama Penuh (seperti di Kad Pengenalan)	<b>Alias (Optional)</b> Alias (Jika ada)
<input type="text" value="NANCY SMITH"/>	<input type="text" value="Type here..."/>
<b>ID Type *</b> Jenis Pengenalan	<b>NRIC/ID No. *</b> No. Kad Pengenalan
<input type="text" value="SG BLUE"/>	<input type="text" value="S8194654Z"/>
<b>Citizenship *</b> Kewarganegaraan	<b>Nationality *</b> Kerakyatan
<input type="text" value="Permanent Resident"/>	<input type="text" value="FRENCH"/>
<b>Gender *</b> Jantina	<b>Race *</b> Bangsa
<input type="text" value="Female"/>	<input type="text" value="FRENCH"/>
<b>Dialect *</b> Bahasa Daerah	<b>Highest Educational Qualification *</b> Kelayakan Pendidikan Tertinggi
<input type="text" value="FRENCH"/>	<input type="text" value="Master's and Doctorate or Equivalent"/>

38

Is the Spouse's full name as per NRIC/ID the same as in the Marriage Certificate?

Adakah nama penuh pasangan di Sijil Nikah sama seperti yang di kad pengenalan?

Yes  No

39

Please upload Deed Poll

Sila muat naik Surat Ikatan Penukaran Nama

Drag and drop your document here

Up to a maximum file size of 10MB. File type must be PDF. Filename cannot contain invalid characters # % & \* : < > ? / | . - { }.



## Section B (Spouse)

- 40 Provide your Spouse's Date of Birth. If unknown, select **Unknown**.
- 41 Provide your Spouse's **Mailing Address**. Select **Location** as either **Local** or **Overseas**.  
If you select **Local**,  
a) Key in **Postal Code** and click **Retrieve Address**.  
b) Verify **Blk/House No.** which is auto populated from the Postal Code.  
c) Verify **Street Name & Building Name** which is auto populated from the Postal Code
- 42 Key in **Level No.** and **Unit No.**
- 43 If the address does not contain **level no.** and/or **unit no.**, select the answer as **No**.

Spouse's Date of Birth?  
Tahukah anda tarikh lahir pasangan anda?

Known  Unknown

Date of Birth \*  
Tarikh Lahir

40

Mailing Address

Location  
Lokasi

Local  Overseas  Unknown

Postal Code  
Poskod

Does the address contain Level no. and/or Unit no.?  
Adakah alamat mengandungi nombor aras (tingkat) dan/atau nombor unit?

Yes  No

Blk No.  
No. Blok

Level No. \*  
No. Aras

Unit No. \*  
No. Unit

Street Name \*  
Nama Jalan

Building Name (Optional)  
Nama Bangunan (Jika ada)

41a

41b

43

41c

42

41d

## Section B (Spouse)

- 44 Provide your Spouse's **Contact Details** :
- Handphone Number
  - Home Number (Optional / Non-Mandatory)
  - Email Address
- 45 Specify your Spouse's **Past Marital Information**.
- Specify **Marital Status Before this Marriage**.
  - If the Spouse's marital status is Divorced, or Widowed, or Married, specify **Number of Previous Marriages (exclude current)**
- 46 Provide your Spouse's **Employment Information**:
- Specify **Occupation**. If occupation is **Others** (not listed in the selection), please provide details.
  - Specify **Gross Monthly Salary**.

### Contact Details

#### Handphone \*

Telefon bimbit

Singapore(+65) ▾ 87171651

#### Home (Optional)

Rumah (Jika ada)

Please Select.. ▾ Type here...

#### Email Address \*

Alamat emel

NancySmithRoe@email.com

44

### Spouse's Past Marital Information

#### Marital Status Before this Marriage \*

Status perkahwinan sebelum pernikahan semasa

Divorced ▾

#### No. of Previous Marriages (exclude current)

Bilangan perkahwinan sebelum pernikahan semasa

2 ▾

45

#### Occupation \*

Pekerjaan

Please Select.. ▾

#### Gross Monthly Salary \*

Gaji Kasar Bulanan

Please Select.. ▾

46

## Section B (Spouse)

- 47 Answer the question **Is the Spouse in prison/incarcerated** (Yes/No).
- 48 If you select Yes, you may specify **Inmate No.** (Optional), and **Release Date** (Optional).
- 49 You may move to the **Next section** by clicking on the arrow at the bottom of the page, to continue to fill up section **C. (Marriage Details)**, or you may navigate to the **Previous Section A (Registrant)**.

### Spouse's Status

47 **Is the Spouse in prison/incarcerated?**  
Adakah Pasangan anda di dalam penjara?

Yes  No

48 **Inmate No. (Optional)**  
Nombor Banduan (tidak diwajibkan)

**Release Date (Optional)**  
Tarikh dibebaskan (tidak diwajibkan)

49 **Previous:**  
A. Registrant

**Next:**  
C. Marriage Details

## Section C (Marriage Details)

- 50 If you login by SingPass, verify the latest Marriage details which are auto populated from MyInfo. You may edit this information if required:
  - Marriage Certificate Number**
  - Date of Marriage for Current Marriage**

If you are login by SYC Pass, please key in those 2 fields.

- 51 Select the **Marriage Registration Location** from the following:
  - Registry of Muslim Marriages Singapore (ROMM)
  - Registry of Marriages, Singapore (ROM)
  - Overseas, and select Overseas Country. For overseas Marriage, you must upload the marriage certificate or supporting document

If you login by SYC Pass, you must upload the marriage certificate or supporting document.

- 52 Specify **Divorce Pronouncement** :
  - Whether **Divorce Pronounced in Current Marriage** (Yes/No)
  - If you select **Yes**, you must **Add details on Divorce Pronouncement**
  - Click **Add Divorce Pronouncement**.

**Marriage Registration Location**  
Lokasi Pendaftaran Pernikahan

51 Registry of Muslim Marriages, Singapore (RO ▾)

50a **Marriage Certificate Number** \* ⓘ  
Nombor Sijil Pernikahan

75162555

50b **Date of Marriage for Current Marriage** \*  
Tarikh pernikahan semasa

18/08/2016

**Divorce Pronouncement**

52a **Divorce Pronounced in Current Marriage?**  
Sudahkah talak dilafazkan dalam pernikahan semasa?

Yes  No

52b **Add details on Divorce Pronouncement**  
Berikan keterangan lanjut lafaz talak

S/N	When was divorce pronounced	Divorce pronounced on	More Options
To add the list of divorce pronouncements, please click on "Add Divorce Pronouncement"			

52c **Add Divorce Pronouncement**

## Section C (Marriage Details)

- 53 For **When was the divorced pronounced**, select **Specific Date** or **Unspecified Date**.
- 54 If you select **Specific Date**, key in **Date Divorce Pronounced**.
- 55 Click **Save** to save the pronouncement details or **Cancel** if you wish to cancel the details.
- 56 If you select **Unspecified Date**, follow the steps below.
- 57 Key in a description/explanation on **Date Divorce Pronounced**.
- 58 Click **Save** to save the pronouncement details or **Cancel** if you wish to cancel the details.

**Add Pronouncements** [Close]

When was the divorce pronounced?  
Bilakah talak dilafazkan?

Specific Date  Unspecified Date

Date Divorce Pronounced  
Tarikh Lafaz Talak

[Cancel](#) [Save](#)

53

54

55

**Add Pronouncements** [Close]

When was the divorce pronounced?  
Bilakah talak dilafazkan?

Specific Date  Unspecified Date

Date Divorce Pronounced  
Tarikh Lafaz Talak

[Cancel](#) [Save](#)

56

57

58

## Section C (Marriage Details)

- 59a If you would like to amend or delete the divorce pronouncement details, click on the **three dots** under More Options.
- 59b Select **Edit** to amend or **Delete** to delete the details.
- 59c If you click on **Delete**, a confirmation message will pop up before the details are deleted. Click **OK** to continue or **Cancel** to cancel the action.
- 60 If **Divorce was pronounced more than 3 times**, tick on the checkbox
- 61 You may move to the **Next section** by clicking on the arrow at the bottom of the page to continue to fill up section **D. (Information on Children)**, or you can navigate to **Previous Section B. (Spouse)**.

S/N	When was divorce pronounced	Divorce pronounced on	More Options
1	Specific Date	25/08/2016	⋮
2	Unspecific Date	Around Hari Raya Haji 2022	⋮
3	Unspecific Date	Around December 2019	⋮

Divorce was pronounced more than 3 times

eservices.syariahcourt.gov.sg says

Are you sure want to delete?

OK Cancel

Previous: B. Spouse

Next: D. Information on Child(ren)

## Section D (Information on Children)

- 62 Answer the question **Does the Registrant and/or the Spouse have any child(ren)** (Yes/No)  
If you login by SingPass, information on your children will be retrieved from MyInfo. The answer will by default be YES and will be non-editable.
- 63 Your child/children's name(s) will be displayed with the Incomplete (Yellow) mark. You will need to furnish the details of each child by clicking on the **3 Dots menu** under **More Options** and select **Edit**.
- 64 If your MyInfo does not have any information on child(ren), or if you login via SYC Pass, you will be able to select the answer for the question **Does the Registrant and/or the Spouse have any child(ren)** (Yes/No).
- 65 If you select YES to the question at step no. 64, you must add and furnish Child(ren) details. Click on the **Add Child** button to furnish the details.
- 66 If you select NO to the question at step no. 64, you may move to the **Next section** by clicking on the arrow at the bottom of the page, to continue to fill up section **E. (Information on Housing)**, or you can navigate to **Previous Section C. (Marriage Details)**.

62

Does the Registrant and/or the Spouse have any child(ren)?  
Adakah anda/pasangan anda mempunyai anak?

Yes  No

Select and click on the child's Name to furnish the details of the child.

S/N	Full Name	ID Type	NRIC/ID No.	DOB	Details	More Options
✓ 1	BARNEY MILES	SG PINK	S5603386F	06/03/2013	From this marriage	⋮ Edit
✓ 2	TARA SHIH	SG PINK	S9170200H	01/01/1999	From this marriage	⋮
✓ 3	CYRUS FROST		T1007699F	17/03/2010		⋮
✓ 4	MARNI SHIH	SG PINK	T2358189I	10/10/2007	From this marriage	⋮

63a

63b

64

Does the Registrant and/or the Spouse have any child(ren)?  
Adakah anda/pasangan anda mempunyai anak?

Yes  No

Select and click on the child's Name to furnish the details of the child.

S/N	Full Name	ID Type	NRIC/ID No.	DOB	Details	More Options
-----	-----------	---------	-------------	-----	---------	--------------

Add Child

65

Previous: C. Marriage Details

Next: E. Information on Housing

66

## Section D (Information on Children)

67 In the **Add Child** form, or when you click **Edit** for each child to furnish the details, the following information must be provided. This is information auto retrieved from MyInfo and is editable :

- Full Name
- Gender
- ID Type
- ID No
- Citizenship
- Nationality
- Birth Certificate No
- Date of Birth
- Age (non-editable)

If you login via SYCPass, or login by SingPass but there is no information on children from MyInfo, all the above fields must be keyed in manually.

68 You must upload the birth certificates and/or other identification documents of the child. Click on the **Choose File** button to upload the document(s).

### Edit Child Details

<b>Full Name (as per ID No.) *</b> Nama Penuh (seperti di Kad Pengenalan)	<b>Gender *</b> Jantina
<input type="text" value="BARNEY MILES"/>	<input type="text" value="Female"/>
<b>ID Type *</b> Jenis Pengenalan	<b>ID No. *</b> No. Kad Pengenalan
<input type="text" value="SG PINK"/>	<input type="text" value="S5603386F"/>
<b>Citizenship *</b> Kewarganegaraan	<b>Nationality *</b> Kerakyatan
<input type="text" value="Singapore Citizen"/>	<input type="text" value="SINGAPORE CITIZEN"/>
<b>Birth Certificate No. *</b> Nombor Sijil Lahir	
<input type="text" value="S5603386F"/>	

Please upload the supporting documents

Drag and drop your document here

Up to a maximum file size of 10MB. File type must be PDF. Filename cannot contain invalid characters # % & \* : < > ? / | . - { }.

67

68



## Section D (Information on Children)

- 69 Specify **Date of Birth**, and the age will be auto-populated and cannot be edited.
- 70 Specify **Which Marriage is this child from**:  
a) From this marriage  
b) From my previous marriage  
c) From my spouse's previous marriage
- 71 Answer **Does the child have any medical conditions** (Yes/No). If you select Yes, you must select the medical condition(s) or add a description if **Others** is selected.
- 72 If you select Yes for the question **Does the child have any medical conditions**, please answer **Was the medical condition diagnosed by a doctor** (Yes/No).
- 73 Click **Confirm** to add and save the child's details or click **Close** if you would like to cancel the details.

69 **Date of Birth \***  
Tarikh Lahir  
20/08/2008

**Age**  
Umur  
14

70 **Which Marriage is this child from? \***  
Anak ini hasil dari perkahwinan yang ke berapa ?  
From this marriage

71 **Does the child have any medical conditions?**  
Adakah anak ini mempunyai keadaan perubatan?  
 Yes  No

Intellectual disability  Autism  
 Down syndrome  Physical disability  
 Attention Deficit Hyperactivity Disorder  Others; Please specify:  
Eczema

72 **Was the medical condition diagnosed by a doctor?**  
Adakah keadaan perubatan didiagnosis oleh doktor?  
 Yes  No

73 **Close** **Confirm**

# Registration for Marriage Counselling Programme

74 If you would like to amend or delete the child's details, click on the **three dots** under More Options. Select **Edit** to amend or **Delete** to delete the details.

75 If you click on **Delete**, a confirmation message will pop up before the details are deleted. Click **OK** to continue or **Cancel** to cancel the action.

76 You may move to the **Next section** by clicking on the arrow at the bottom of the page to continue to fill up section **E. (Information on Housing)**, or you may navigate to **Previous Section C. (Marriage Details)**.

Does the Registrant and/or the Spouse have any child(ren)?  
Adakah anda/pasangan anda mempunyai anak?

Yes  No

Select and click on the child's Name to furnish the details of the child.

S/N	Full Name	ID Type	NRIC/ID No.	DOB	Details	More Options
1	ANNA SMITH	SG PINK	T2206875F	16/08/2007	From this marriage	⋮

Previous 1 Next

eservices.syariahcourt.gov.sg says

Are you sure want to delete?

< Previous: C. Marriage Details
 76
Next: > E. Information on Housing

74a

74b

75

76

## Section E (Information on Housing)

- 77 Answer **Do the Registrant and the Spouse have a purchased matrimonial home** (Yes/No)
- If you select Yes, specify **Type of Purchased Matrimonial Home**. If you select No, this question is not applicable.
  - Answer **Is the Registrant staying in the purchased matrimonial home** (Yes/No).
  - If you select No for (b), specify the **Current Living Arrangement** of the Registrant. If you select Yes, this question is not applicable.
  - Answer **Is the Spouse staying in your purchased matrimonial home** (Yes/No).
  - If you select No for (d), specify **Spouse's Current Living Arrangement**. If you select Yes, this question is not applicable.

- 78 You may move to the **Next section** by clicking on the arrow at the bottom of the page to continue to fill up section **F. (Reason for Application)**, or you may navigate to the **Previous Section D. (Information on Child(ren))**.

Do the Registrant and the Spouse have a purchased matrimonial home? ⓘ

Adakah anda mempunyai rumah beli milik bersama?

Yes  No

Type of Purchased Matrimonial Home

Jenis rumah beli milik bersama

Terrace house

Is the Registrant staying in the purchased matrimonial home?

Adakah anda tinggal di rumah beli milik bersama?

Yes  No

Current Living Arrangement

Tempat tinggal semasa

Overseas

Is the Spouse staying in your purchased matrimonial home?

Adakah pasangan anda tinggal di rumah beli milik bersama?

Yes  No

Spouse's Current Living Arrangement

Tempat tinggal semasa pasangan

Living with family/relatives

← Previous:  
D. Information on Child(ren)

Next: →  
F. Reason for Application

77

78

## Section F (Reason for Application)

79 Specify the **Main Issue Faced in Marriage**. Depending on the selected main issue, you may need to select details of the issue or key in a description of the issue.

80 You may move to the **Next section** by clicking on the arrow at the bottom of the page to continue to fill up section **G. (Reason for Application)**, or you may navigate to the **Previous Section E. (Information on Child(ren))**.

79

### Main Issue Faced in Marriage \*

Isu utama yang dihadapi dalam perkahwinan

Domestic Violence

Please Select Issue...

Addiction (Substance abuse)

Children Related Issues

Desertion by spouse for more than 3 months

Domestic Violence

Extra Marital Affairs/Infidelity

Financial problem

Health Issues (chronic illness)

Incarceration/Imprisonment

Mental illness

Other factors affecting marriage (please specify)

Parents/Parents-In-Law

Personality differences

Religion Related Issues

Sex related matters

Physical

Verbal/psychological/emotional

Isolation (controlling behaviour, disallowing you from going out or visiting own family/friends)

My spouse uses physical violence on me only

My spouse uses physical violence on me and my children

I use physical violence on my spouse

I use physical violence on my children

I have obtained a PPO

My spouse has obtained a PPO

I have not obtained a PPO

My spouse has not obtained a PPO

Previous:   
 E. Information on Housing

80

Next:   
 G. Exemption from Counselling

## Section G (Exemption from Counselling)

- 81 Answer the questions:
- “Do you have critical or terminal illness which makes it impracticable for you to attend counselling”** (Yes/No)
  - “Do you have a physical disability or infirmity (such as any visual, auditory or speech impairment) that renders it impracticable for you to attend counselling”** (Yes/No)
- 82 If you have answered “Yes” on any of the questions above, you must upload supporting documents. Click on **Choose File** to upload supporting documents
- 83 If the **Registrant** or **Spouse** is either a Singapore Citizen or Singapore Permanent Resident, this is the last section on the Registration form. All sections will be marked with a green tick once completed (see below)

A. Registrant	✓
B. Spouse	✓
C. Marriage Details	✓
D. Information on Child(ren)	✓
E. Information on Housing	✓
F. Reason for Application	✓
G. Exemption from Counselling	✓

- The **Preview** button will be enabled for you to check and verify all the saved information in non-editable format.
- Alternatively, you may click **Save as Draft**, or navigate to the **Previous section** to edit the registration form.

81a Do you have a critical or terminal illness which makes it impracticable for you to attend counselling?  
Adakah anda menghidapi penyakit kritikal atau terminal yang memustahilkan anda menghadiri kaunseling?

Yes  No

81b Do you have a physical disability or infirmity (such as any visual, auditory or speech impairment) that renders it impracticable for you to attend counselling?  
Adakah fizikal anda kurang upaya (seperti penglihatan, pendengaran atau pertuturan yang tidak jelas) yang memustahilkan anda menghadiri kaunseling?

Yes  No

Please upload the supporting documents

Drag and drop your document here

Up to a maximum file size of 10MB. File type must be PDF. Filename cannot contain invalid characters # % & \* : < > ? / | . - { }.

83b [Previous:](#)  
F. Reason for Application

# Registration for Marriage Counselling Programme

## Section H (Domicile / Habitual Residence in Singapore)

84 This section is only enabled if both Registrant & Spouse are foreigners. Please specify **Years residing in Singapore**.

85 Upload supporting documents by clicking on **Choose File**.

86 This is the last section on the Registration form. All sections will be marked with a green tick once completed (see below).

A. Registrant	✓
B. Spouse	✓
C. Marriage Details	✓
D. Information on Child(ren)	✓
E. Information on Housing	✓
F. Reason for Application	✓
G. Exemption from Counselling	✓
H. Domicile/ Habitual Residence in Singapore	✓

- The **Preview** button will be enabled for you to check and verify all the saved information in non-editable format.
- Alternatively, you may click **Save as Draft**, or navigate to **previous section** to edit the registration form.

84

### Years residing in Singapore

Bilangan tahun menetap di Singapura

Please Select Year...

Please upload the supporting documents

Drag and drop your document here

Choose File

Up to a maximum file size of 10MB. File type must be PDF. Filename cannot contain invalid characters # % & \* : < > ? / | . - { }.

85

86b



Previous:

G. Exemption from Counselling

Save as Draft

Preview

86a

## Preview Mode

- 87 In the **Preview mode**, you may check and verify all information that you have keyed in, in non-editable format. You may verify the information in each section by clicking the **Next** or **Previous** buttons.
- 88 If you need to amend the saved information, click **Back to Edit** and the registration form will revert to the **Edit mode**.
- 89 After you have verified the information in **Preview mode**, you may click on **Submit** to move to the next step of the Registration for Marriage Counselling Programme.

A. Registrant	✓	Marriage Registration Location	Lokasi Pendaftaran Pernikahan
B. Spouse	✓	Registry of Muslim Marriages, Singapore (ROMM)	
<b>C. Marriage Details</b>	✓	Marriage Certificate Number	Date of Current Marriage
D. Information on Child(ren)	✓	Nombor Sijil Pernikahan	Tarikh pernikahan semasa
E. Information on Housing	✓	81771761	11/08/2011
F. Reason for Application	✓	<b>Divorce Pronouncement</b>	
G. Exemption from Counselling	✓	Divorce Pronounced in Current Marriage?	
H. Domicile/ Habitual Residence in Singapore	✓	Sudahkah talak dilafazkan dalam pernikahan semasa?	
		No	

Navigation: **Previous: B. Spouse** (87b) (87a) **Next: D. Information on Child(ren)**

Buttons: **88** **Back to Edit** **Submit** **89**

## Declare and Submit

- 90 Read through the declaration form. Once you have read and agree on each point, select the **checkbox** beside each point.
- 91 You may click on **Back to Preview** to navigate back to **Preview Mode** if you need to re-verify all the information on the registration form
- 92 The **Agree and Proceed** button is only enabled once you have selected the **checkbox** for all important points on the declaration form. Click **Agree and Proceed** to submit the Registration for Marriage Counselling Programme.

# Registration for Marriage Counselling Programme

Status: Draft



90

- I declare that the information in this form is true and correct.
- The aim of Marriage Counselling Programme is to ensure that the Registrant and the Spouse are fully aware of the impact of the decision to divorce and where necessary, the counsellor will assist to advise both the Registrant and the Spouse on the relevant agencies to approach for specific forms of support. The Registrant will only be allowed to file the Originating Summons for divorce after the Registrant attends the counselling at the Syariah Court's appointed agency. Please note that failure to attend counselling for whatever reason will result in the case being automatically closed.

91

Back to Preview

Agree and Proceed

92



## Completed

- 93 A successful submission message will display a **Case Reference Number, Submission Date and Time**. Your application will be processed within 3 working days, and an acknowledgement will be sent to your email address.
- 94 You may click on **Save As PDF** to save the acknowledgement of submitted Registration for Marriage Counselling Programme.
- 95 Alternatively, you may click **Back to Dashboard** and will be re-directed to the Dashboard.
- 96 If there is a prior accepted registration for the Marriage Counselling Programme for both Registrant and Spouse, you will receive an unsuccessful submission message.

Case ID: R-2022-000346
Status: Pending Acceptance

---

**Submitted!** 93

Your Case Reference No: R-2022-000346

Submission Date: 01/09/2022 09:58:10  
 Your case/application will be processed within 3 working days. An acknowledgement has been sent to: [fsfs@ddsds.com](mailto:fsfs@ddsds.com)

---

94

Save As PDF
Back to Dashboard

95

**Error!**
×

This registration cannot be submitted. A registration was submitted with the same Registrant and Spouse Details. (Case ID: R-2022-000346 Status: Pending Acceptance)

96

# Schedule & Re-Schedule the Marriage Counselling Appointment

# Schedule a Marriage Counselling Session

- 1 Once your Registration for Marriage Counselling Programme is accepted, you will receive a notification in your email, and if you login to **E-Service Portal**, a task on the Dashboard to schedule 1<sup>st</sup> Appointment for marriage counselling session will be shown.
- 2a To schedule the 1<sup>st</sup> Appointment, click on the **3 dots** ( **:** ) under **More Options**.
- 2b Select **book appointment**.

The screenshot shows the user's dashboard with a navigation bar at the top containing 'Dashboard', 'Inheritance', 'Divorce', and 'Others'. Below the navigation bar, the breadcrumb 'DASHBOARD / DASHBOARD' is visible, followed by a large 'DASHBOARD' heading. A greeting 'Assalamualaikum!' and a welcome message 'Welcome TAN MING HENG TERENCE, [Update My Particulars](#)' are displayed. A description states: 'This is your personalised portal where you can view your transactions, correspondence, and cases with Syariah Court at a glance.' Below this, a section titled 'What I need to do... - 22 items' contains a table. The table has columns for 'Category', 'Case ID', 'Case/ Appointments/ Tasks', 'Status', and 'Date'. A row is highlighted with a yellow box, containing 'Pre-Divorce', 'MCP-2022-000356', 'Schedule 1st Appointment', 'Pending 1st Appointment', and '09/09/2022'. To the right of this row, a dropdown menu is open, showing options 'Withdraw' and 'Book appointment'. A yellow circle labeled '1' is positioned to the left of the table row, a yellow circle labeled '2a' is at the bottom right of the table, and a yellow circle labeled '2b' is at the bottom right of the dropdown menu.

Category	Case ID	Case/ Appointments/ Tasks	Status	Date	Withdraw
Pre-Divorce	<a href="#">MCP-2022-000356</a>	Schedule 1st Appointment	Pending 1st Appointment	09/09/2022	Book appointment

# Schedule a Marriage Counselling Session

- 3 After clicking on the **Book appointment** button, the **Important Notes** page is displayed. Please read through the **Important Notes**.
- 4 Click on the links for [Privacy Statement](#), [Terms of Use](#), to read each item. Tick the checkbox to agree to the Privacy Statement and Terms of Use and to indicate your understanding of the Privacy Statement and Terms of Use.
- 5 To proceed and book an appointment, click on **Agree and Proceed**.
- 6 To cancel and go back to Dashboard, click on **Back to Dashboard**.

ONGOING CASE / MCP APPOINTMENT

## MCP Appointment

### 3 Important Notes

1. This service will take you approximately 5 minutes to complete.
2. You will need to make your first MCP Appointment based on the available slots at the assigned agency.
3. The Marriage Counselling Programme is compulsory. It aims to provide the registrant and spouse with a safe and neutral platform to discuss your marriage and understand the impact of divorce.
4. The counsellor will also facilitate a Parenting Programme if you have at least one child below 21 years old.
5. If you require additional support, the counsellor may refer you to other relevant agencies.
6. You are only allowed to reschedule once, at least 2 weeks before your intended appointment date.

4  I have read and agree to the [Privacy Statement](#) and [Terms of Use](#).

6

Back to Dashboard

Agree and Proceed

5

# Schedule a Marriage Counselling Session

## Appointment Form

- Under **Registrant Details**, your information is shown in non-editable format.
- Under **Session Details**, you will find a minimum of one, and maximum of three marriage counselling agency to be selected. Each agency's name, address, and contact details (phone number and email address) will be displayed.
- To continue booking an appointment, select on your preferred agency, and click **Select**.
- For each selected agency, the available **date** and **time** (time slot) to be selected for the appointment will be shown.

Case ID: MCP-2022-000356 Status: Pending 1st Appointment

1 Appointment Form 2 Preview 3 Complete

All fields are mandatory unless otherwise stated.

**7**

**Registrant Details**

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)  
TAN MING HENG TERENCE

Alias (Optional)  
Alias (Jika ada)  
Type here...

ID Type  
Jenis Pengenalan  
SG PINK

NRIC/ID No.  
No. Kad Pengenalan  
S9812388A

**8**

**Session Details**  
Please select an agency

MCP Agency 1	MCP Agency 2	MCP Agency 3
<b>MCP Agency 2</b>	<b>MCP Agency 1 Serenity</b>	<b>Agency Happy Family</b>
ADDRESS Blk 2 KIM TIAN ROAD #12-2 The Building Singapore 163006	ADDRESS Blk 12 KIM TIAN ROAD #2-23 Singapore 163006	ADDRESS Blk #- Singapore
CONTACT Tel: 91275222 Email: MCPDomestic@gmail.com	CONTACT Tel: 69384859 Email: MCPJail@gmail.com	CONTACT Tel: +123 4002049993 Email:
Select	<b>9</b> Selected	Select

Date \*  
Tarikh  
17/09/2022

Time \*  
Masa  
Please Select..

**10**

# Schedule a Marriage Counselling Session

## Appointment Form

- 11 Open the **calendar picker** under the **date**, to select the date. Click on the **preferred date**. Unavailable dates will be **greyed out**, disabled from selection.
- 12 Once you have selected the **preferred date**, select the **preferred time** from the drop-down list.
- 13 If there is no available time slot on the **preferred date**, the message “No available timings on this date” will appear.
- 14 Once you have selected the preferred date and time, the **Preview** button will be enabled to finalise the appointment booking.
- 15 Alternatively, you can navigate to the previous section **Back to Dashboard**,

The screenshot displays the appointment booking form with several steps highlighted by yellow circles and boxes:

- 11a**: A calendar icon is highlighted in the date field.
- 11b**: The date field shows "15/09/2022".
- 11c**: A calendar picker for September 2022 is shown, with the date "15" highlighted.
- 12**: The time field shows a dropdown menu with options: "Please Select..", "09:00 - 10:00", "13:00 - 14:00", "14:00 - 15:00", "15:00 - 16:00", and "17:00 - 18:00".
- 13**: A message "No available timings for this date" is displayed in a red box below the time field.
- 14**: The "Preview" button is highlighted in a red box at the bottom right.
- 15**: The "Back to Dashboard" button is highlighted in a yellow box at the bottom left.

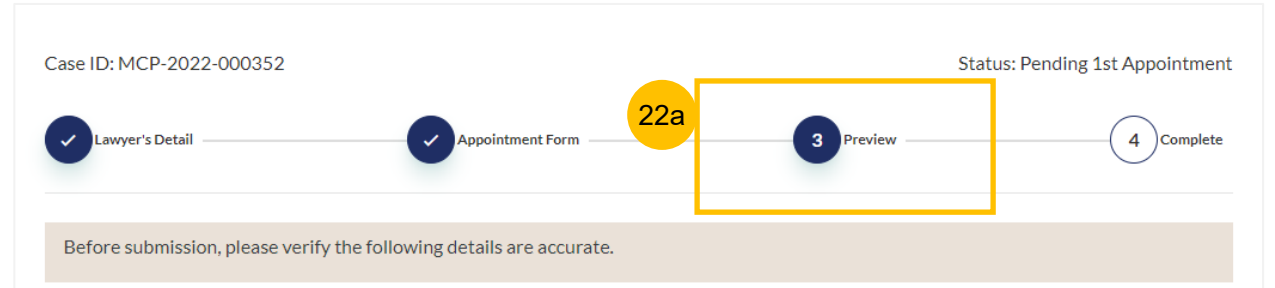
The form includes the following fields and options:

- Date \*** (Tarikh): 15/09/2022
- Time \*** (Masa): Please Select..
- New Scheduled Date \*** (Tarikh baru yang dijadualkan): 23/12/2022
- New Scheduled Time \*** (Masa baru yang dijadualkan): 09:00 - 10:00
- Reason for changing appointment \*** (Sebab temu janji ditukar): Unable to apply leave

# Schedule a Marriage Counselling Session

## Preview Mode

- 22 In the **Preview mode**, you may check and verify all information in non-editable format. You may verify the selected agency, and selected appointment date and time.
- 23 To confirm the appointment booking, click on **Submit**.
- 24 Alternatively, you may navigate back to re-select the appointment details by clicking on **Back to Select Appointment**.



### Registrant Details

Full Name (as per ID No.) Nama Penuh (seperti di Kad Pengenalan)	Alias (Optional) Alias (Jika ada)
JOHN SMITH	
ID Type Jenis Pengenalan	NRIC/ID No. No. Kad Pengenalan
FIN	M8579984X

### Session Details

MCP Agency 1 Serenity

ADDRESS  
Blk 12 KIM TIAN ROAD #2-23  
Singapore 163006

CONTACT  
Tel: 69384859  
Email: MCPJail@gmail.com

Date * Tarikh	Time * Masa
14/09/2022	13:00 - 14:00

24 Back to Select Appointment Submit 23

# Schedule a Marriage Counselling Session

## Completed

- 25 A successful 1<sup>st</sup> appointment booking will display a **Case Reference Number, Submission date and time, and Scheduled Marriage Counselling appointment date and time**
- 26 You may click on **Save As PDF** to save the acknowledgement of scheduled 1<sup>st</sup> Appointment for Marriage Counselling Programme.
- 27 Alternatively, you may click **Back to Dashboard** and will be re-directed to the Dashboard.

Both you and your Spouse will be notified via the email address provided in the Registration form regarding the scheduled 1<sup>st</sup> appointment date and time.

ONGOING CASE / MCP APPOINTMENT

## MCP Appointment

Case ID: MCP-2022-000356 Status: Scheduled

Appointment Form Preview 3 Complete

**Appointment Scheduled!** 25

Your Case Reference No: MCP-2022-000356

Submission Date: 01/09/2022 10:25:31  
Your MCP appointment on 17/09/2022 10:00 - 11:00 has been booked and an email confirmation has been sent to: [fsfss@ddsds.com](mailto:fsfss@ddsds.com)

27 Save As PDF Back to Dashboard 26



# Re-schedule a 1<sup>st</sup> Appointment for Marriage Counselling Session

- 1 Once you have scheduled the 1<sup>st</sup> Appointment for Marriage Counselling session, you will find on the Dashboard the MCP Case ID with MCP appointment status **Scheduled**. You will be able to re-schedule the 1<sup>st</sup> appointment once only, up to 2 weeks before the original selected appointment.
- 2a To re-schedule the 1<sup>st</sup> Appointment, click on the three dots under **More Options**.
- 2b Select **Reschedule**.

Assalamualaikum!

Welcome TAN MING HENG TERENCE, [Update My Particulars](#)

This is your personalised portal where you can view your transactions, correspondence, and cases with Syariah Court at a glance.

What I need to do... - 22 items

Category	Case ID	Case/ Appointments/ Tasks	Status	Date	More Options
MCP Appointment	<a href="#">MCP-2022-000356</a>	MCP Appointment	Scheduled	17/09/2022	2a : Withdraw 2b Reschedule View

# Re-schedule a 1<sup>st</sup> Appointment for Marriage Counselling Session

## Appointment Form

- Under **Registrant Details**, your information is shown in non-editable format.
- Under **Session Details**, you will find the current / initial selected agency, appointment date & appointment time
- To continue to re-schedule an appointment, select the new preferred date in the **New Scheduled Date** and **New Scheduled Time** fields.
- Specify **Reason for changing appointment**, whether
  - Unable to apply Leave
  - Urgent family matter
  - Unwell/medical leave
  - Other (and specify reason)
- Once you have selected the **New Scheduled Date**, **New Scheduled Time**, and specified the **Reason for changing appointment**, the **Preview** button will be enabled to finalise the re-scheduled appointment.
- Alternatively, you may click **Back to Dashboard**, to navigate back to Dashboard and cancel the re-scheduling of the 1<sup>st</sup> appointment.

**3**

**Registrant Details**

Full Name (as per ID No.)  
Nama Penuh (seperti di Kad Pengenalan)

TAN MING HENG TERENCE

Alias (Optional)  
Alias (Jika ada)

Type here...

ID Type  
Jenis Pengenalan

SG PINK

NRIC/ID No.  
No. Kad Pengenalan

S9812388A

**4**

**Session Details**

MCP Agency 1 Serenity

ADDRESS  
Blk 12 KIM TIAN ROAD #2-23  
Singapore 163006

CONTACT  
Tel: 69384859  
Email: MCPJail@gmail.com

Scheduled Date and Time  
Tarikh dan Masa yang Dijadualkan  
17/09/2022 10:00 - 11:00

**5**

New Scheduled Date \*  
Tarikh baru yang dijadualkan

17/09/2022

New Scheduled Time \*  
Masa baru yang dijadualkan

Please Select..

**6**

Reason for changing appointment \*  
Sebab temu janji ditukar

Overseas

**8** **Back to Dashboard** **Preview** **7**

# Re-schedule a 1<sup>st</sup> Appointment for Marriage Counselling Session

## Preview Mode

- 9 In the **Preview mode**, you may can check and verify all information in non-editable format. Verify the selected re-scheduled appointment date and time.
- 10 To confirm the re-scheduling of the 1<sup>st</sup> appointment, click on **Submit**.
- 11 Alternatively, you may navigate back to re-select the appointment timings by clicking on **Back to Select Appointment**.

Case ID: MCP-2022-000356 Status: 1st Appointment Scheduled

Appointment Form 9a 2 Preview 3 Complete

Before submission, please verify the following details are accurate.

### Session Details

**MCP Agency 1 Serenity**

**ADDRESS**  
Bik 12 KIM TIAN ROAD #2-23  
Singapore 163006

**CONTACT**  
Tel: 69384859  
Email: MCPJail@gmail.com

**Scheduled Date and Time**  
Tarikh dan Masa yang Dijadualkan  
17/09/2022 10:00 - 11:00

<b>New Scheduled Date *</b> Tarikh baru yang dijadualkan 17/09/2022	<b>New Scheduled Time *</b> Masa baru yang dijadualkan 14:00 - 15:00
---	--

**Reason for changing appointment \***  
Sebab temu janji ditukar  
Overseas

9b

11 Back to Select Appointment Submit 10

# Re-schedule a 1<sup>st</sup> Appointment for Marriage Counselling Session

## Completed

- 12 A successful re-scheduled 1<sup>st</sup> appointment will display a **Case Reference Number, Submission date and time, and Scheduled Marriage Counselling appointment date and time**
- 13 You may click on **Save As PDF** to save the acknowledgement of re-scheduled 1<sup>st</sup> Appointment for Marriage Counselling Programme.
- 14 Or you may click **Back to Dashboard** and will be re-directed to the Dashboard.

Both you and your Spouse will be notified via the email address provided in the Registration form regarding the re-scheduled 1<sup>st</sup> appointment date and time.

ONGOING CASE / MCP APPOINTMENT

## MCP Appointment

Case ID: MCP-2022-000356

Status: Scheduled

✓ Appointment Form ————— ✓ Preview ————— 3 Complete

**Appointment Scheduled!**

12

Your Case Reference No: MCP-2022-000356

Submission Date: 01/09/2022 10:47:50

Your MCP appointment on 17/09/2022 14:00 - 15:00 has been booked and an email confirmation has been sent to: [fsfs@ddsds.com](mailto:fsfs@ddsds.com)

13

Save As PDF

Back to Dashboard

14

# Withdraw from Marriage Counselling Programme

# Withdraw from Marriage Counselling Programme

- 1 At any point of time during the Marriage Counselling Programme, you may withdraw from the Marriage Counselling Programme. To withdraw, navigate to your Dashboard.
- 2a Locate the MCP ID that you wish to withdraw from, and click on the **3 dots menu** under **More Options**.
- 2b Select **Withdraw**.
- 3 Key in the **Reason for Withdrawal**.
- 4 Click on **Submit** to continue with withdrawal.
- 5 Alternatively, click **Cancel** to cancel the withdrawal.

**Assalamualaikum!**

Welcome **TAN MING HENG TERENCE**, [Update My Particulars](#)

This is your personalised portal where you can view your transactions, correspondence, and cases with Syariah Court at a glance.

What I need to do... - 22 items

Category	Case ID	Case/ Appointments/ Tasks	Status	Date	More Options
MCP Appointment	<a href="#">MCP-2022-000356</a>	MCP Appointment	Scheduled	17/09/2022	⋮

Withdraw  
View

**Withdraw from Marriage Counselling Programme.**

Note: This is a withdrawal from the entire Marriage Counselling Programme.

Reason for withdrawal  
Sebab untuk menarik diri

The Couple Have Reconciled.

27 / 200

Cancel Submit

# Withdraw from Marriage Counselling Programme

- 6 Alternatively, you may withdraw from the Marriage Counselling Programme by navigating to the Divorce > Ongoing Filing section. Locate the MCP Case ID to withdraw from.
- 7a Click on the **three dots** under **More Options**.
- 7b Select **Withdraw**.
- 8 Key in the **Reason for Withdrawal**.
- 9 Click on **Submit** to continue with withdrawal.
- 10 Alternatively, click **Cancel** to cancel the withdrawal

Dashboard Inheritance **Divorce**

DASHBOARD / DIVORCE

## DIVORCE

Ongoing Filing **6a** Search case by Case ID (i.e. OS-XXXX-XXXXX) **6b**

Completed Filing

Court File

Case ID	Form/ Appointments	Status	Last Updated Date	Remarks	More Options
<a href="#">MCP-2022-000676</a> <b>6c</b>	<a href="#">MCP Case</a>	1st Appointment Scheduled	28/11/2022		<b>7a</b> Withdraw <b>7b</b> Reschedule View
<a href="#">OS-2022-000380</a>	<a href="#">Amended Case Statement</a>	Draft	28/11/2022		

Withdraw from Marriage Counselling Programme. x

**Note:** This is a withdrawal from the entire Marriage Counselling Programme.

Reason for withdrawal  
Sebab untuk menarik diri

We have reconciled **8**

19 / 200

**10** Cancel **Submit** **9**