Orbis Education Centre — 2027 Circular

Fees, calendar and policies for parents and students

Dear parents and students,

Orbis exists so that I can teach every lesson myself. Every result is recorded from the first lesson. This circular sets out how lessons, fees and scheduling work. If anything is unclear, WhatsApp Orbis on 8336 4048. You'll receive a reply within 5 minutes.

Ming Jun, Founder

About Orbis

I'm Ming Jun. I've been teaching for eight years. I'm a specialist in Mathematics, Additional Mathematics, Physics and Chemistry, and I also teach Sec 1–2 Science, Combined Chemistry and Combined Physics. I founded Canopy Learning Centre and grew it from 20 to more than 2,000 students in four years, by word of mouth. Orbis is my own independent centre. Somewhere along the way I spent more time running a business than teaching. So I stepped back from management to do what I came into education for: teaching students myself.

Orbis is that decision. I teach every lesson myself. I know each student's name, school, level and what they found hard last week. I write each parent's lesson note myself.

Since 2018 I have personally taught more than 400 students.

How we teach

Every subject at Orbis is taught the same way, built on three ideas. Memorising can be enough for a pass, sometimes even a decent grade, but rarely for the top grades: school tests and national exams no longer reward rote learning. So we teach for understanding, we prepare for every type of question, and we find the reason behind every mistake.

1. **Understand the concept, never just memorise it.** Most students memorise. That can carry them to a pass, sometimes even a decent grade, but rarely to the top grades, because exam questions are written to test whether a student truly understands. We teach every topic through analogies and plain explanations first, then build up to the exam standard. Our test of real understanding: if a concept can be explained in a few words that even a young child could follow, it has been mastered. It is the heart of how we teach.
2. **Know every type of question before the exam.** Exam questions change their numbers, contexts and wording, but the types of question do not. From every O-Level past paper, the new SEC specimen papers and IP schools' past exam papers, we know the kinds of questions that can appear. Students are drilled on both: the concepts each question type needs, and a clear step-by-step framework to solve it. The aim is simple: no surprises in the exam.
3. **Find the reason behind every mistake.** We don't simply hand students the answer. There is a reason behind every mistake, and understanding that reason is worth far more than knowing the answer. The type of question will come again, but never the exact same question, so memorising answers is pointless. We find each child's specific gaps. When a student understands a mistake right down to its root, they don't make it again.

Subjects

Sec 1–2 Mathematics and Sec 1–2 Science, and Sec 3–4 Mathematics & Additional Mathematics, Pure Chemistry, Pure Physics, Combined Chemistry and Combined Physics, at G3 and G2. For Integrated Programme (IP) students: Sec 1–2 Mathematics and Science, and Sec 3–4 Mathematics, Chemistry and Physics.

Lower Secondary (Sec 1–2). Mathematics · Science

Upper Secondary (Sec 3–4). Mathematics & Additional Mathematics · Pure Chemistry · Pure Physics · Combined Chemistry · Combined Physics

Integrated Programme (IP). Sec 1–2 Mathematics · Sec 1–2 Science · Sec 3–4 Mathematics · Sec 3–4 Chemistry · Sec 3–4 Physics

All students also get full access to Orbis English notes.

2027 terms and fees (per subject)

One 1.5-hour lesson a week, $70 per lesson. One-time registration fee $50 per student.

Term	Dates	Notes	Sec 1–3	Sec 4
Term 4 2026	2 Nov 2026 – 3 Jan 2027	Includes the Nov–Dec school holidays	9 weekly lessons · $630	9 weekly lessons · $630

Fees for 2027 terms are billed per lesson at $70; the full 2027 term breakdown is coming soon. Term 4 2026 (2 Nov 2026 – 3 Jan 2027) includes the Nov–Dec school holidays: one lesson every week. The next term is a separate invoice.

Policies

1. **Fees.** $70 per 1.5-hour lesson, per subject, billed per term. Orbis Education Centre Pte. Ltd. is not GST-registered, so no GST is added.
2. **Registration fee.** A one-time $50 per student, added to the first invoice. After a trial lesson, it is charged only if you decide to continue.
3. **Trial lesson.** If we have a class that fits (same level, subject and G-level, at a time that works), your child joins that class for one lesson. If not, Ming Jun teaches the trial one-to-one. If you decide not to continue, the trial is free and nothing is owed. If you continue, the trial is charged as one normal lesson ($70). If it's on your child's usual class day, it counts as that week's lesson. If it's before classes start, it's added to the first invoice. The one-time $50 registration fee is also on the first invoice.
4. **Invoices.** Invoices, payment reminders and receipts come by WhatsApp from the Orbis number, 8336 4048. Invoices are sent 3 days after each term starts and are due 7 days after they are sent. Joining mid-term, only the remaining lessons are billed, sent once your child's lessons are set, also due 7 days after. Pay by PayNow using the QR code on the invoice.
5. **Scheduling.** Every student has a fixed weekly slot, arranged around your child's school timetable and CCAs. Classes are grouped by subject, school level and G-level (G2 or G3).
6. **Lessons.** One 1.5-hour lesson a week per subject, at the same time each week. Lessons run every week of the Orbis term, including school holidays. A lesson on a public holiday still counts; it is moved within that week when the centre is closed. Extra lessons are only by arrangement and billed at the same rate.
7. **Parent page.** Every parent gets their own private parent page: the lessons attended, what each lesson covered and its notes, school results explained in plain words, how we teach each subject, and any fees to pay. There is no password and nothing to install. The link is sent on WhatsApp when your child joins a class; just tap it to open the page, and tap it again to come back. Attendance shows as soon as each lesson is marked, with what the lesson covered and its notes. Please send Ming Jun each school result (weighted assessments, end-of-year exams and prelims) when it comes back, and keep the link within your family.
8. **Updates on WhatsApp.** From the admin number, 8336 4048: a short report after each lesson (attendance, what was covered, the lesson notes, and a note from Ming Jun when he has something specific to say); an alert if your child has not arrived about 15 minutes into a lesson and we have no note of an absence; and a reminder to your child the evening before each lesson. On your parent page you can choose lesson reports after every lesson, only when something needs attention, as one summary on Sunday evenings, or none. Reply STOP to the admin number to stop its messages.
9. **Missed lessons.** Tell us at least 24 hours ahead and we will arrange a make-up in another class of the same subject and level within two weeks, where there is a seat. If there is not one, your child gets the notes and a short consultation. Without 24 hours' notice, the notes are on your parent page.

10 **Lessons cancelled by the centre.** A replacement lesson is arranged. If that is not possible within two weeks, the lesson is credited on your next invoice.

11 **Withdrawal.** Tell Ming Jun before the term ends. Withdrawal takes effect at the end of the term; the current term is not refunded.

12 **Late payment.** WhatsApp reminders are sent three days before the due date, on the due date, and three and seven days after if still unpaid. If fees are unpaid 14 days after the due date, lessons may be paused until settled.

13 **Contact.** Reply in the WhatsApp chat, or WhatsApp Orbis at 8336 4048, for scheduling, absences and fees. You'll receive a reply within 5 minutes. That number sends lesson updates, invoices and receipts, and you can reply in the same chat.

14 **Privacy.** Student details are used only for lessons, billing and progress updates. Results are shown only on your own parent page, and used in marketing only with written consent, as are photos.

Your parent page

Every parent gets their own private parent page: the lessons attended, what each lesson covered and its notes, school results explained in plain words, how we teach each subject, and any fees to pay. There is no password and nothing to install.

How to open it

1 **Look for the link on WhatsApp.** When your child joins a class, Ming Jun sends you your own link on WhatsApp, in the message confirming the class.

2 **Tap it.** Your parent page opens straight away. No password, no app, nothing to type.

3 **Come back any time.** Tap the same link in WhatsApp again. Can't find it? WhatsApp Orbis on 8336 4048 and we'll send it again.

What's inside

- **Every lesson.** For each child: attended, absent or made up, what the lesson covered, the lesson notes, and any note from Ming Jun. Updated as soon as it is marked.
- **School results, explained.** Each school result, with what the grade means, why it went up, down or stayed the same, what we are doing about it, and how to improve.
- **How we teach.** Our approach for every subject, including the ones your child doesn't take.
- **Fees.** Anything left to pay, with the invoice to pay by PayNow in one tap.

After each lesson, a short report also comes on WhatsApp from the Orbis admin number, 8336 4048: attendance, what was covered and the lesson notes. At the bottom of your parent page you can choose every lesson, only when something needs attention, one summary on Sunday evenings, or none.

More than one child at Orbis? They are all on the same page.

Please send Ming Jun each school result (weighted assessments, end-of-year exams and prelims) when it comes back, so it can be added.

Keep the link within your family: it opens your child's page. If it is ever shared by mistake, Ming Jun can replace it.

Pedagogy by subject

The same three ideas, applied to each subject. More examples: www.orbiseducationcentre.com/pedagogy

Mathematics (Sec 1–4, G2, G3 and IP)

Mathematics is not memorising methods. It is knowing why each step works, so any question can be solved. IP students get the same method, taken to the depth their school's IP syllabus and A-Level demand.

1. Concepts: Equations: "A balance scale: whatever you do to one side, do to the other, and it stays balanced." Gradient: "How steep a slide is: how far it goes up for every step across." Similar triangles: "The same photo printed in two sizes: every length is stretched by the same amount."

2. Question types: Algebra: expansion, factorisation, algebraic fractions; Equations and inequalities, including simultaneous equations; Word problems: rates, percentages, ratio, speed; Graphs of functions and coordinate geometry; Mensuration: area, volume, arc length and sectors; Congruence, similarity, angle and circle properties, with reasons; Trigonometry and bearings; Statistics and probability.

3. Mistakes: Wrong sign when expanding −(a − b): the real reason, doesn't yet see the minus sign as multiplying everything in the bracket by −1. Right angle, but no marks for the reason: the real reason, knows the answer but not which geometric property makes it true. Bearings question wrong: the real reason, measured from the wrong North line: one must be drawn at each point.

Additional Mathematics (Sec 3–4)

Additional Mathematics punishes memorising more than any other subject. Every topic is built on understanding.

1. Concepts: Differentiation: "How steep a hill is exactly where you are standing." Logarithms: "The answer to: how many of this number, multiplied together, make that one? Three 2s make 8, so the log of 8 to base 2 is 3." Discriminant: "It tells you whether a line misses, touches or cuts a curve before you draw anything."

2. Question types: Quadratics and the discriminant: where a line meets a curve; Surds, indices and logarithms; Polynomials, the remainder and factor theorems, partial fractions; Binomial expansion; Trigonometric identities, proofs and equations; Coordinate geometry, including circles; Linear law; Differentiation: gradients, rates of change, stationary points, maximum and minimum; Integration and area under a curve.

3. Mistakes: Wrote log(a + b) = log a + log b: the real reason, treats log like a bracket that can be shared out, not as an operation with its own laws. Stuck halfway through a trigonometric proof: the real reason, doesn't yet look at the other side to decide which identity to aim for. Found the stationary point but lost marks: the real reason, didn't show whether it is a maximum or minimum, which the question type always needs.

Science (Sec 1–2, G2, G3 and IP)

Sec 1–2 Science is where good habits start: understanding before memorising, and answering exactly what is asked. IP students get the same method, taken to the depth their school's IP syllabus and A-Level demand.

1. Concepts: Density: "A brick and a sponge of the same size: the brick has far more packed into it." Photosynthesis: "A plant is a kitchen: water and carbon dioxide are the ingredients, sunlight is the stove, sugar is the meal." Particles and heat: "Heating makes particles move faster and spread out, like a crowd that starts dancing."

2. Question types: Explain using a concept; Describe vs explain: knowing the difference; Reading graphs and tables; Planning a fair experiment: variables and controls; Calculations: density, speed, energy; Classification and identification.

3. Mistakes: Described the graph when asked to explain it: the real reason, doesn't yet know that "explain" means giving the reason, using a concept. Experiment question marked wrong: the real reason, mixed up the variable that is changed with the one that is measured. "Heat particles" in an answer: the real reason, thinks heat is a substance, not the energy that makes particles move.

Pure Physics (Sec 3–4, including Combined Physics and IP Physics)

Pure Physics is a handful of big ideas used again and again. Understood properly, it becomes the most predictable subject. IP students get the same method, taken to the depth their school's IP syllabus and A-Level demand.

1. Concepts: Moments: "A spanner turns more easily held at the end: the farther from the pivot, the bigger the turning effect." Electric circuits: "Current is water flowing in a pipe, voltage is the push from the pump, resistance is how narrow the pipe is." Pressure: "The same weight on a smaller area presses harder. That's why heels sink into grass but flat shoes don't."

2. Question types: Motion graphs: gradient and area; Forces, moments and pressure; Energy, work, power and efficiency; Thermal physics and the particle model; Waves, light, refraction and total internal reflection; Electricity: circuits and calculations; Magnetism and electromagnetism; Practical and planning questions.

3. Mistakes: Used the wrong formula: the real reason, recognised the topic but not which quantity the question was really about. Explanation scored 1 out of 3: the real reason, gave the result ("it expands") without the particle-level reason the marks are for. Calculation off by 1,000: the real reason, didn't convert units (g to kg, cm to m) before using the formula.

Pure Chemistry (Sec 3–4, including Combined Chemistry and IP Chemistry)

Pure Chemistry is about what particles do and why. Once students see that, the subject stops being a list to memorise. IP students get the same method, taken to the depth their school's IP syllabus and A-Level demand.

1. Concepts: The mole: "A chemist's "dozen": a fixed number of particles, so atoms can be counted by weighing." Ionic bonding: "One atom gives electrons away and the other takes them; the opposite charges then stick together like magnets." Rate of reaction: "A more crowded corridor means more bumping into each other. That is higher concentration."

2. Question types: Mole calculations and stoichiometry; Explaining bonding, structure and properties; Qualitative analysis: identifying ions and gases; Acids, bases and preparing salts; Redox and electrolysis; Energy changes and rates of reaction; Periodic table trends and metals; Organic chemistry; Data-based and practical questions.

3. Mistakes: Mole question wrong after a good start: the real reason, skipped the mole ratio from the balanced equation.- Said ionic compounds have "weak forces between molecules": the real reason, mixed up ionic lattices with simple molecules. Qualitative analysis answer incomplete: the real reason, named the ion but not the observation the marks are given for.

Where to find us

City Plaza #02-102, Paya Lebar, Singapore 409286. City Plaza #02-102, level 2, next to Arnold's Fried Chicken, 4 minutes' walk from Paya Lebar MRT Exit D.