## Supporting Documents

### Schemes: Bursary, Study Loan, PC Loan, OSP Travel Award, OSP Loan

<table>
<thead>
<tr>
<th>DOCUMENTS REQUIRED</th>
<th>Loans (e.g. Study Loan, PC Loan, OSP Loan)</th>
<th>Non-Loan Only (e.g. Bursary, Travel Awards)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant</td>
<td>• Application Form</td>
<td>• Application Form</td>
</tr>
<tr>
<td></td>
<td>• FCFS Form</td>
<td>• FCFS Form</td>
</tr>
<tr>
<td></td>
<td>• Copy of NRIC (for Singaporean / SPR student) OR Copy of Passport (for International student) (must be clear copy)</td>
<td></td>
</tr>
<tr>
<td>Parents or Guardian</td>
<td>• Income Document 1</td>
<td>• Income Document 1</td>
</tr>
<tr>
<td></td>
<td>• Divorce / Separation / Death Certification 3</td>
<td>• Divorce / Separation / Death Certification 3</td>
</tr>
<tr>
<td>Siblings staying in the same household (regardless if they are/are not contributing financially to household)</td>
<td>• ID Document 1 (may cover or blank-off the NRIC number)</td>
<td>• ID Document 1 (may cover or blank-off the NRIC number)</td>
</tr>
<tr>
<td>Other relatives staying in the same household (if any)</td>
<td>• Income Document 2</td>
<td>• Income Document 2</td>
</tr>
<tr>
<td>For married applicant</td>
<td>• ID Document 1 (may cover or blank-off the NRIC number)</td>
<td>• ID Document 1 (may cover or blank-off the NRIC number)</td>
</tr>
<tr>
<td>Spouse</td>
<td>• Income Document 2</td>
<td>• Income Document 2</td>
</tr>
<tr>
<td>Children (if any)</td>
<td>• Income Document 2</td>
<td>• Income Document 2</td>
</tr>
<tr>
<td>For loans application Guarantor</td>
<td>• ID Document 1 (must be clear copy)</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

### Notes:

1. **ID Document**
   - NRIC (front and back) OR Birth Certificate OR 11B OR valid Passport
     (Please ensure copy is clear)

2. **Income Document**
   - Employed
     - Latest Payslip dated not more than 3 mths back @ OR Income Tax Notice of Assessment for year of assessment 2018 OR Letter from employer indicating latest income
   - Self-employed
     - Income Tax Notice of Assessment for year of assessment 2018
     - (If tax doc not available: Provide both Self-declaration form^ + CPF Transaction/Contribution History showing past 6 months transactions*)
   - Unemployed / Housewife / Retiree / Unemployed part-time student
     - Both Self-declaration form^ + CPF Transaction/Contribution History showing past 6 months transactions*
     - OR Retirement letter
     - (For Grandparents aged 65 and above, submit only the Self Declaration Form. CPF doc is not required.)
   - Full Time Tertiary Student aged 25 & above
     - Document showing full-time status (e.g. Admission offer letter OR Certification Letter from school)
   - Full Time Tertiary Student aged 24 & below
     - Student card OR Admission offer letter
   - Pending enlistment / Enrolling into tertiary institution (aged 21 & below)
     - Self-declaration form^ OR Enlistment letter OR Admission offer letter
   - Student aged 18 & below
     - No income doc required. Only ID doc is required.
   - NS (Full Time)
     - 11B OR Enlistment letter

   Note:
   - Pay slip or Employer letter must NOT be dated more than 3 mths back (e.g. if submitting docs in Jan 2019, document to be dated EITHER Nov 2018 OR Dec 2018 OR Jan 2019.
   - (If income fluctuates month to month, it would be advisable to provide payslips for a few months - recent past 3 consecutive months.)
   - CPF Transaction/Contribution History is only applicable to Singaporeans and Singapore Permanent Residents.

3. **Copy of**
   - If parents are either divorced, separated or deceased
     - Divorce or Separation document
     - Copy of Income document is required if staying in the same household.
     - Income document is not required if he/she is not staying in the same household
     - Death certificate

4. **For married applicant**
   - No income document is required if the parents are not staying with applicant
   - No income document is required if spouse is divorced/separated and he/she is not staying with applicant.

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* Use the Self Declaration Form enclosed.

Jan 2019