### FINANCIAL ASSISTANCE (Full Time Undergraduate Programme)

#### Pre-matriculated student

**Supporting Documents**

**Schemes:** Bursary, Study Loan

<table>
<thead>
<tr>
<th>DOCUMENTS REQUIRED</th>
<th>Loans (e.g. Study Loan)</th>
<th>Non-Loan Only (e.g. Bursary)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Applicant</strong></td>
<td>- Application Form</td>
<td>- Application Form</td>
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<td></td>
<td>- FCFS Form</td>
<td>- FCFS Form</td>
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<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>
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<tr>
<td><strong>Parents or Guardian</strong></td>
<td>- Income Document</td>
<td>- Income Document</td>
</tr>
<tr>
<td></td>
<td>- Divorce / Separation / Death Certification</td>
<td>- Divorce / Separation / Death Certification</td>
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<tr>
<td><strong>Siblings staying in the same household (regardless if they are/are not contributing financially to household)</strong></td>
<td>- ID Document (may cover or blank-off the NRIC number)</td>
<td>- ID Document (may cover or blank-off the NRIC number)</td>
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<tr>
<td></td>
<td>- Income Document</td>
<td>- Income Document</td>
</tr>
<tr>
<td><strong>Other relatives staying in the same household (if any)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>For married applicant</strong></td>
<td>- ID Document (may cover or blank-off the NRIC number)</td>
<td>- ID Document (may cover or blank-off the NRIC number)</td>
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<tr>
<td><strong>Spouse</strong></td>
<td>- Income Document</td>
<td>- Income Document</td>
</tr>
<tr>
<td><strong>Children (if any)</strong></td>
<td>- ID Document (must be clear copy)</td>
<td>Not Applicable</td>
</tr>
<tr>
<td></td>
<td>- ID Document (must be clear copy)</td>
<td></td>
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</tbody>
</table>

**Notes:**

1. **ID Document**
   - NRIC (front and back) OR Birth Certificate OR 11B OR valid Passport
   - Latest Payslip dated **not more than 3 mths back**
   - OR Income Tax Notice of Assessment for **year of assessment 2019**
   - OR Letter from employer indicating latest income

2. **Income Document**
   - **Employed**
   - Latest Payslip dated **not more than 3 mths back**
   - OR Income Tax Notice of Assessment for **year of assessment 2019**
   - OR Letter from employer indicating latest income
   - *If income fluctuates month to month, it would be advisable to provide payslips for a few months - recent past 3 consecutive months.*
   - **Self-employed**
   - Income Tax Notice of Assessment for **year of assessment 2019**
   - *(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 (FullTime)**
   - 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 2020, document to be dated EITHER Nov 2019 OR Dec 2019 OR Jan 2020.)*
   - *(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.**
   - *Use the Self Declaration Form enclosed.*

3. **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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Jan2020