

FINANCIAL ASSISTANCE (Full Time Undergraduate Programme)

Supporting Documents

Schemes: [Bursary](#), [Study Loan](#), [OSP Travel Award](#), [OSP Loan](#), [Student Loan](#)

	DOCUMENTS REQUIRED	
	Loans (e.g. Study Loan, OSP Loan, Student Loan)	Non-Loan Only (e.g. Bursary, Travel Awards)
Applicant	<ul style="list-style-type: none"> Application Form FCFS Form Copy of NRIC (for Singaporean / SPR student) OR Copy of Passport (for International student) <i>(must be clear copy)</i> 	<ul style="list-style-type: none"> Application Form FCFS Form
Parents or Guardian	<ul style="list-style-type: none"> Income Document^{2,4} Divorce / Separation / Death Certification³ 	<ul style="list-style-type: none"> Income Document^{2,4} Divorce / Separation / Death Certification³
Siblings staying in the same household <small>(regardless if they are/are not contributing financially to household)</small>	<ul style="list-style-type: none"> ID Document¹ <i>(may cover or blank-off the NRIC number)</i> Income Document² 	<ul style="list-style-type: none"> ID Document¹ <i>(may cover or blank-off the NRIC number)</i> Income Document²
Other relatives staying in the same household (if any)		
For married applicant Spouse Children (if any)	<ul style="list-style-type: none"> ID Document¹ <i>(may cover or blank-off the NRIC number)</i> Income Document² 	<ul style="list-style-type: none"> ID Document¹ <i>(may cover or blank-off the NRIC number)</i> Income Document²
For loans application Guarantor	<ul style="list-style-type: none"> ID Document¹ <i>(must be clear copy)</i> Income Document² 	Not Applicable

Notes:	COPY OF
1. ID Document	<ul style="list-style-type: none"> NRIC (front and back) OR Birth Certificate OR 11B OR valid Passport <i>(Please ensure copy is clear)</i>
2. Income Document	<ul style="list-style-type: none"> Employed <ul style="list-style-type: none"> Latest Payslip dated not more than 3 mths back @ OR Income Tax Notice of Assessment for year of assessment 2023 OR Letter from employer indicating latest income
	<ul style="list-style-type: none"> Self-employed <ul style="list-style-type: none"> Income Tax Notice of Assessment for year of assessment 2023 <i>(If tax doc not available: Provide both Self-declaration form[^] + CPF Transaction History showing past 6 months transactions[*])</i>
	<ul style="list-style-type: none"> Unemployed / Housewife / Retiree / Unemployed part-time student <ul style="list-style-type: none"> Both Self-declaration form[^] + CPF Transaction History showing past 6 months transactions[*] OR Retirement letter <i>(For Grandparents aged 65 and above, submit only the Self Declaration Form. CPF doc is not required.)</i>
	<ul style="list-style-type: none"> Full Time Tertiary Student aged 25 & above <ul style="list-style-type: none"> Document showing full-time status (e.g. Admission offer letter OR Certification Letter from school)
	<ul style="list-style-type: none"> Full Time Tertiary Student aged 24 & below <ul style="list-style-type: none"> Student card OR Admission offer letter
	<ul style="list-style-type: none"> Pending enlistment / Enrolling into tertiary institution (aged 21 & below) <ul style="list-style-type: none"> Self-declaration form[^] OR Enlistment letter OR Admission offer letter
	<ul style="list-style-type: none"> Student aged 18 & below <ul style="list-style-type: none"> No income doc required. Only ID doc is required.
	<ul style="list-style-type: none"> NS (Full Time) <ul style="list-style-type: none"> 11B OR Enlistment letter
<p>Note:</p> <p>@ Pay slip or Employer letter must NOT be dated more than 3 mths back (e.g. if submitting docs in Feb 2024, document to be dated EITHER Dec 2023 OR Jan 2024 OR Feb 2024)</p> <p><i>(If income fluctuates month to month, it would be advisable to provide payslips for a few months - recent past 3 or 6 consecutive months.)</i></p> <p>* CPF Transaction History is only applicable to Singaporeans and Singapore Permanent Residents.</p> <p>[^] Use the Self Declaration Form enclosed.</p> <p>All documents submitted must be dated not more than 3 months back</p>	
3. If parents are either divorced, separated or deceased	<ul style="list-style-type: none"> 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 <p><i>(if you had provided a copy of the divorce/ death certificate in your previous year's application, you do not need to submit again .)</i></p>
4. For married applicant	<ul style="list-style-type: none"> 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.

SELF DECLARATION FORM

I, _____ (*family member's/relative's name*),
Identity Card/Passport No. _____ declare that I am:

- self-employed as a _____ (*occupation*)
- unemployed
- housewife
- retiree

I am: drawing a gross monthly income of S\$ _____
 not drawing any income

I am the father/mother/spouse/sibling/relative* of student _____.
(*NTU student's name*)

Signature of family member/relative

Date

*delete accordingly

This form is for use by family members/relatives who are either self-employed, unemployed, housewife or retirees. (This form is **not applicable** for employed family members/relatives.)

- For a family member/relative who is a Singaporean or SPR, **in addition** to this Self Declaration Form, please also **provide the latest copy of CPF Transaction History^ showing past 6 months transactions.**
 - ^CPF Transaction History: The latest Transaction must **not be more than 2 months old** (e.g. if submitting application in **Feb 2024**, statement to capture transactions from EITHER **Aug 2023 to Jan 2024** OR **Sep 2023 to Feb 2024**).
- One self-declaration form per family member/relative. Please make more copies if needed.