

This form may take 10 minutes to complete. You are required to submit supporting documents specified in Section I, together with this form. **If you have children studying in different Government and Government-Aided schools, you need to submit only ONE application form to the school of any child.**

MINISTRY OF EDUCATION FINANCIAL ASSISTANCE SCHEME (MOE FAS) APPLICATION FORM

Application Form Submitted To: **CHIJ St. Theresa's Convent**

Objective

The objective of the MOE FAS is to help needy Singaporean students to meet basic schooling expenses.

Eligibility Criteria

- a. Student is a Singapore Citizen.
- b. The family's gross household income (GHI) does not exceed \$2,500 per month.
- c. If the family's monthly GHI exceeds S\$2,500 and there are 5 or more members in the same household, the family's per capita income (PCI) does not exceed \$625 per month. The PCI will be computed based on the GHI divided by the number of household members. Household members include the student, her parents, grandparents, and unmarried siblings living in the same household. Other dependents living at the same address may be included on a case-by-case basis.
They include:
 - a. Relatives who are old or sick and are unemployed and dependent on the family; and
 - b. Child dependent (where the family is the legal guardian)

Note

Your child/children who is/are studying at CHIJ St. Theresa's Convent will automatically be considered for the School-Based Financial Assistance Scheme if she/they are not eligible for the MOE FAS Scheme. There is no need to submit another application form to the school.

SECTION I: Supporting Documents

Please submit the following documents together with the application form:-

- a. Household members who are employed are required to submit their latest payslip or a letter from their employer certifying their income, **and** CPF Transaction Statement for past 12 months.
- b. Household members who are self-employed are required to attach their latest Income Tax Notice of Assessment **and** CPF Transaction Statement for past 12 months. If the member is not required to pay tax or the tax assessment does not reflect his/her current income status, he/she is to complete an additional declaration at **Annex A**.
- c. Household members who are unemployed and below age 62 are required to complete the declaration at **Annex A** if they are not undertaking full-time studies or are in full-time National Service.
- d. Copies of NRIC/Birth Certificate (for those without NRIC) of all household members (including the student who is studying at CHIJ St. Theresa's Convent). If there are other dependent children without NRIC, please submit copies of legal documents to show that they are staying in the same household.
- e. Copies of School Smart Card or any other documentary evidence on proof of study of other school-going children who are not studying at CHIJ St. Theresa's Convent.
- f. Any other documents as and when required by the school for the purpose of verifying the income.

Section II: Particulars of Children Studying in Government or Government-Aided Schools

Please indicate details of the child (or children if you have more than one school-going child) in respect of which you are applying for financial assistance under the MOE FAS.

S/N	Birth Certificate/ NRIC No.	Name (Underline Surname)	Name of Current School *	Current Level/Class *
1				
2				
3				
4				
5				
Home Address:			Contact No. of Parent who Signed the Application Form:	

* The school and level the child/children at the point of time this application is submitted.

Section III: Information on Other Household Members and Gross Household Income

Please include details of the parents, unmarried siblings, grandparents and other dependents if they are living in the same household.

- If the child/children is/are under the MSF Public Assistance Scheme (PAS) or is a resident of an approved welfare home, there is no need to complete this Section if you can provide a copy of the MSF PAS pass or letter from the approved welfare home.
- Gross Household income or "GHI" is the total income of family members who stay in the same household. Gross income is income including regular allowances and employee's CPF contribution. Income from other sources (e.g. monthly pension, alimony and rental income) should be included as part of gross monthly income.
- National Service allowance earned by NS men is not to be included in household income. Severance compensation and insurance pay-outs are also not to be included.
- If the income earner is on no-pay leave as at the date of application for the MOE FAS and the total period of his or her no-pay leave is 6 months or less, his or her last drawn income will be included when calculating a family's GHI.
- For students who are staying with one or more legal guardian, the income of all the legal guardians who are staying in the same household will be taken into account when calculating the GHI for the student's family.

<u>S/N</u>	<u>Name</u>	<u>Birth Certificate/ NRIC No</u>	<u>Relationship & Marital Status</u>	<u>Age</u>	<u>Occupation</u>	<u>Gross Monthly Income (S\$)</u>
1						
2						
3						
4						
5						
6						
7						
Gross Monthly Household Income						

Section IV: Request for Free Textbooks and School Attire

If the application for MOE FAS is successful, the child/children will enjoy waiver of school fees and standard miscellaneous fees, and will be eligible for free textbooks and school attire if they need.

Please tick (√) the below items if required. You may tick more than one box.

- | | | |
|---|--|---|
| <input type="checkbox"/> Textbooks | <input type="checkbox"/> Uniforms (2 sets) | <input type="checkbox"/> PE attire (2 sets) |
| <input type="checkbox"/> Shoes (1 pair) | <input type="checkbox"/> Socks (2 pairs) | |

Else, please tick (√) the box below:

- My child/children does/do not need any of the above items.

Section V: School Transport Subsidy

If the application for MOE FAS is successful, the child/children will be given a subsidy of \$10 per month for 12 months (Jan – Dec) if she/they takes/take public transport to school.

My child/children takes/take the following mode of transport between home and school.
(Please tick only one box)

By Public Transport
(Subsidy of \$120 per annum)

By Public Transport
(Not taking the subsidy of \$120 per annum)

Own Transport
(No Subsidy)

Walk to School
(No Subsidy)

Section VI: School Meal Programme

If the application for MOE FAS is successful, the child/children will be given a subsidy of \$2.50 per meal for 7 meals a week.

Yes, I would like my child/children to take up the School Meal Programme.
(Subsidy of \$2.50/meal for 7 meals a week)

No, I do not want my child/children to take up the School Meal Programme.
(No Subsidy)

Section VII: Apply for New Computer

Need New Computer At Subsidised Price?

Students from low income households who wish to own a new computer at a subsidised price can apply for one under the NEU PC Plus Programme administered by the Infocomm Development Authority of Singapore (IDA). Under this Programme, each eligible household may apply for one subsidised computer once every 3 years, regardless of the number of school-going children and/or household members with permanent disability.

For details about the NEU PC Plus Programme, please visit www.ida.gov.sg/neupc or contact Tel: 6684 8858.

For parents who wish to apply, please place a tick (✓) in the box below. If your application for MOE FAS is successful, the school will provide you a form to apply for NEU PC Plus Programme and help you to send the completed form to the lead agencies of IDA for processing and approval.

Please leave it blank if you do not wish to apply.

I wish to apply for a new computer through IDA's NEU PC Plus Programme. I confirm that my family did not receive a computer under the IDA's NEU PC Plus Programme in the last 3 years. If my child/children are granted the MOE FAS, I consent to authorise the MOE to provide my household particulars, including my address, to IDA or its lead agencies for them to contact me for the application.

Section VIII: Declaration

I, _____, NRIC No _____, hereby declare that the information provided above is true to the best of my knowledge. I undertake to refund the value of benefits received by my child/children if any of the information is found to be false later on. I accept that the school can request for additional information to assess the financial needs of my household and to reassess the financial assistance provided at any time during the course of the year. I understand that the information given by me in this form or any part thereof may be shared with other Government departments, statutory boards, or entities involved in the administration of social assistance, and I consent to this being done.

Name of Parent

Signature of Parent

Date

DECLARATION OF UNEMPLOYMENT OR SELF-EMPLOYMENT

Section A: Declaration of Unemployment

I/We declare that I am/we are currently unemployed.

<u>S/N</u>	<u>Name</u>	<u>NRIC No.</u>	<u>Period of Unemployment</u>	<u>Signature of Household Member and Date</u>

Section B: Declaration of Self-Employment

Household members must complete this section if they are either

- (a) Self-employed and are not required to pay tax; or
- (b) The latest tax assessment does not reflect their current income status.

I/We declare that I am/we are currently self-employed and I am/we are not required to submit Income Tax Return or if my/our latest Income Tax Notice of Assessment does /do not reflect my/our current income status.

<u>S/N</u>	<u>Name</u>	<u>NRIC No.</u>	<u>Current Gross Income Per Month and Type of Employment</u>	<u>Signature of Household Member and Date</u>