

Please read the 'Information and Instructions for Applicants' in Annex I before you complete this form.

- If you have children studying in different Government or Government-aided schools, you need to submit **only one (MOE FAS) application form** to the school of any child.
- MOE FAS applies only to Singaporean students in Government or Government-aided schools.
- SCH-BASED FAS applies only to YCKSS Singaporean students, hence, if you have child / children studying at other school(s), please approach the respective school(s).

MINISTRY OF EDUCATION OR SCH-BASED FINANCIAL ASSISTANCE SCHEME APPLICATION FORM

Please tick (✓) the scheme you are applying based on eligibility criteria. Please tick only 1 box.

MINISTRY OF EDUCATION FINANCIAL ASSISTANCE SCHEME (MOE FAS)

SCHOOL-BASED FINANCIAL ASSISTANCE SCHEME (SCH-BASED FAS)

Section I: Particulars of child or children studying in Government or Government-aided schools

Please indicate the 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.

Form submitted to: _____ (Name of school)

Birth Cert. / NRIC No	Name (Underline <u>Surname</u>)	Name of Current School*	Current Class
Home Address:			Contact No.:

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

Section II: Information on Other Household Members (Please refer to paragraph 3 of Annex I)

Please include details of the parents, unmarried siblings, grandparents, and any legal guardians of the child or children identified in Section I above if these persons are living in the same household. If any child is under the MSF Public Assistance Scheme (MSF PAS), or is a resident of an approved welfare home, there is no need to complete Section II in respect of that child if you can provide a copy of the MSF PAS pass or letter from the approved welfare home.

S/No.	Name & Birth Cert. / NRIC No.	Relationship & Marital Status [#]	Age	Occupation	Gross Monthly Income*
1		#S / M / D / W			
2		#S / M / D / W			
3		#S / M / D / W			
4		#S / M / D / W			
5		#S / M / D / W			
6		#S / M / D / W			
Gross Household Income					

* Please refer to paragraphs 4 to 7 of Annex I as to how Gross Monthly Income is computed.

[#]S – Single; M – Married; D – Divorced; W – Widowed. Please circle accordingly.

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Section III: Request for Free Textbooks, School Attire and Meal Vouchers

If your application is successful, your child or children identified in Section I above will enjoy a waiver of school fees and standard miscellaneous fees (MOE FAS only), and will be eligible for free textbooks, school attire and meals e-vouchers if required. Please tick (✓) against each of the below items if you wish for your child or children to be provided with them. 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)	<input type="checkbox"/>	Meal e-vouchers

If your child or children do not require free textbooks or any of the items of school attire listed above, please tick (✓) against the box below:

My child does not / children do not* need free textbooks or any of the items listed in this Section III.

*Please delete one.

Section IV: Modes of Transport between Home and School

Please tick (✓) against only one of the boxes below to indicate the mode of transport that your child or children identified in Section I above will use to travel between home and school:

<input type="checkbox"/>	Public Transport (Subsidy of \$120 per annum [^])	<input type="checkbox"/>	Own Transport or Walks to School (No subsidy)
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[^] The public transport subsidy will be pro-rated based on the number of remaining months in the calendar year in which your application is approved.

Section V: Application for Subsidised New Computer (Please refer to paragraphs 11 - 13 of Annex I)

Please place a tick (✓) against the box below if you wish to apply for a new computer. Please leave it blank if you do not wish to apply.

I wish to apply for a subsidised new computer through the Info-communications Media Development Authority (IMDA)'s NEU PC Plus Programme (the "IMDA NEU PC Plus Programme"). I confirm that in the last 3 years, my family did not receive a computer under the IMDA NEU PC PLUS Programme. If my child is / children are# found eligible for benefits under the FAS, I consent to, and have obtained the consent from the rest of my household for, my child's / children's# school(s) to provide my household's particulars to IMDA or its lead agencies so that they may contact me to follow-up on my application.

Please delete one.

Section VI: Declaration by Parent or Legal Guardian

1. I, the parent / legal guardian# of the child / children# identified in Section I above, hereby declare that the information provided above is true to the best of my knowledge. I undertake to refund the value of benefits received in respect of my child / children# if any of the information is subsequently found to be false.

2. I accept that MOE, or any school(s) in which the child / children# identified in Section I above are enrolled in, may at any time in their sole and absolute discretion request for additional information to:

- assess or reassess the financial situation of my household; and
- to reassess the financial assistance to be provided to my child or children in the course of the calendar year.

3. I acknowledge that any financial assistance provided to the child / children# identified in Section I above as a consequence of this application may be withdrawn or withheld should I fail to provide any such additional information as required pursuant to paragraph 2 above to the satisfaction of either MOE or the relevant school(s).

4. 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, and have obtained the consent from the rest of my household for, to this being done.

Please delete one.

Name, NRIC No. and Signature

Date

Information & Instructions for Applications

MOE FINANCIAL ASSISTANCE SCHEME (MOE FAS); OR SCHOOL-BASED FINANCIAL ASSISTANCE SCHEME (SCH-BASED FAS)

OBJECTIVE

1. The objective of the MOE FAS is to help financially **needy** Singaporean students in Government and Government-aided Schools to meet basic schooling expenses.

ELIGIBILITY CRITERIA

2a. *MOE FAS*

Student must be a Singapore citizen enrolled in a Government or Government-aided school and meets either one of the following criteria:

- i) The family's gross household income (GHI) does not exceed \$2,500 per month; or
- ii) His or her family's per capita income (PCI) as at the time of application does not exceed \$625 per month.

OR

2b. *SCH-BASED FAS* (Only applicable for those who did not meet the criteria of MOE FAS)

Student must be a Singapore citizen studying at Yio Chu Kang Secondary School, and meets one of the following income criteria:

- i) The family's gross household income (GHI) does not exceed \$3,500 per month; or
- ii) The family's per capita income (PCI) does not exceed \$875 per month.

PCI = Monthly GHI / No. of members in the household

HOUSEHOLD MEMBERS

3. Household members include the student, his/her parents, grandparents, and unmarried siblings living at the same address. 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 dependant (where the family is the legal guardian).

GROSS HOUSEHOLD INCOME

4. Gross household income or "GHI" is the total combined income of all family members who stay in the same household. This includes any **regular** allowances and employee's CPF contribution. Income from other sources (e.g. pension, alimony and rental income) must also be included when calculating a family's GHI.

5. The following sources of income would not be considered in the computation of GHI:

- a. National Service allowance earned by NS men; and
- b. Severance compensation and insurance payouts.

6. If an income earner is on no-pay leave as at the date of application for the 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.

7. For students who are staying with one or more legal guardians, 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.

BENEFITS

8a. Types of benefits provided under MOE FAS:	
Item	Academic Level
	Secondary
School Fees	Full waiver of \$5.00 per month
Standard Miscellaneous Fees	Full waiver of \$10.00 per month
8b. Types of benefits provided under MOE FAS & SCH-BASED FAS:	
Textbooks	Free textbooks
School Attire	Free school attire
Meal e-vouchers	Free Meal e-vouchers
Transport Subsidy	\$120 transport credits per annum [^] for students taking public transport

* The school bus subsidy will only be provided from the month after your application is approved. There will be no reimbursement or retrospective subsidy for school bus fares incurred in the months prior or in which your application is approved.

[^] The public transport subsidy will be pro-rated based on the number of remaining months in the calendar year in which your application is approved.

EFFECTIVE MONTH FOR FINANCIAL ASSISTANCE

9. Schools will process your application promptly if you have provided the complete information indicated in the application form. If your application is approved before the end of the month, your child will be placed on the MOE FAS in the following month. There will be no reimbursement or retrospective subsidies provided in respect of expenditure on the items set out in the table found at paragraph 8 above.

DOCUMENTS TO SUBMIT

10. Please submit the following documents together with the application form:

- a. For household members who are **employed** - latest payslip or a letter from the employer certifying **gross income**, and CPF Transaction Statement for past 12 months.
- b. For household members who are **self-employed** :
 - (i) latest Income Tax Notice of Assessment and CPF Transaction Statement for past 12 months;
 - (ii) **If the member is not required to pay tax or the latest tax assessment does not reflect his or her current income status, the member is to complete an additional declaration at Annex II.**
- c. For household members who are **unemployed and below age 62** and are not undertaking full-time studies or are undergoing full-time National Service – to complete declaration as enclosed in Annex II and CPF Transaction Statement for past 12 months.
- d. Copies of NRIC of household members, other than parents and unmarried siblings of the child. 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. **Any other documents as and when required by the school for the purpose of verifying the income.**

NEED A NEW COMPUTER AT SUBSIDISED PRICE?

11. 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 Info-communications Media Development Authority (IMDA). Under this Programme, each eligible household may apply for one subsidised computer once every 3 years, regardless of the number of school-going children or household members with permanent disabilities.

12. For parents who wish to apply, please indicate so in Section V. If your application for FAS is successful, the school will provide you with a form to apply for enrolment under the NEU PC Plus Programme and help you to send the completed form to the lead agencies appointed by IMDA for processing and approval.

13. For details about the NEU PC Plus Programme, please visit www.imda.gov.sg/neupc or contact Telephone: 66848858.

DECLARATION OF UNEMPLOYMENT OR SELF-EMPLOYMENT

Section A: Declaration of Unemployment

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

Name & NRIC No.	Period of Unemployment	Signature of Household Member and Date

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 my / our latest Income Tax Notice of Assessment submitted does / do not reflect my / our current income status.

Name & NRIC No.	Current Income & Type of Employment	Signature of Household Member and Date