

*This form may take you 10 minutes to complete. Please read the following notes before you proceed to complete Section I to VII. You will be required to submit supporting documents specified in Section III, together with this form.*

*If you have children studying in different Government or Government-aided schools, you need to submit only 1 application form to the school of any child.*

## APPLICATION FOR MOE FINANCIAL ASSISTANCE SCHEME (MOE FAS)

### **OBJECTIVE**

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

### **ELIGIBILITY CRITERIA**

2. Student is a Singapore citizen, and meets one of the following income criteria:
  - a. The family's gross household income (GHI) does not exceed \$2,500 per month; or
  - b. The family's per capita income (PCI) does not exceed \$625 per month.

$$\text{PCI} = \text{Monthly Gross Household Income} / \text{No. of members in the household}$$

### **HOUSEHOLD INCOME**

3. Household income 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.
4. National Service allowance earned by NS men is not to be included in household income. Severance compensation and insurance payouts are also not to be included.
5. If the income earner is on no-pay leave for 6 months or less, he/she is not unemployed. His/her monthly income in months when she/he was not on no-pay leave should be assessed.
6. For students who have no parents and are staying with a legal guardian, the household income of the legal guardian would be considered.

### **NEED NEW COMPUTER AT SUBSIDISED PRICE?**

7. 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 computer once every 3 years, regardless of the number of school-going children and/or household members with permanent disability.
8. For parents who wish to apply, please indicate so in Section VI. 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.
9. For details about the NEU PC Plus Programme, please visit [www.ida.gov.sg/neupc](http://www.ida.gov.sg/neupc) or contact Tel: 6684 8858.

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

*(This scheme applies only to Singaporean students in Government or Government-aided schools)*

**Section I: Particulars of 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) whom you wish to apply MOE FAS for.*

**Form submitted to:** \_\_\_\_\_ (Name of school)

| BC/NRIC No    | Name (Underline <u>Surname</u> ) | Name of Current School* | Current Level* |
|---------------|----------------------------------|-------------------------|----------------|
|               |                                  |                         |                |
|               |                                  |                         |                |
|               |                                  |                         |                |
|               |                                  |                         |                |
|               |                                  |                         |                |
|               |                                  |                         |                |
| Home Address: |                                  |                         | Contact No.:   |

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

**Section II: Information on Other Household Members**

*Please include details of the parents, unmarried siblings and grandparents of the child if they are living in the same household. If the student is under the MSF Public Assistance Scheme or is a resident of an approved welfare home, there is no need to complete Section II if you can provide a copy of the MSF PAS pass or letter from the approved welfare home.*

| S/ No.                 | Name & BC/NRIC No | Relationship & Marital Status | Age | Occupation | Gross Monthly Income* |
|------------------------|-------------------|-------------------------------|-----|------------|-----------------------|
| 1                      |                   |                               |     |            |                       |
| 2                      |                   |                               |     |            |                       |
| 3                      |                   |                               |     |            |                       |
| 4                      |                   |                               |     |            |                       |
| 5                      |                   |                               |     |            |                       |
| 6                      |                   |                               |     |            |                       |
| 7                      |                   |                               |     |            |                       |
| Gross Household Income |                   |                               |     |            |                       |

*\* Income should be reflected before CPF deduction. Income from other sources (e.g. monthly pension, alimony, rental income) should be included, but not the allowance for full-time National Service men.*

### Section III: Supporting Documents

Please submit the following documents together with the application form.

1. Household members who are **employed** are required to submit their **latest payslip** or a letter from their employer certifying their income.
2. Household members who are **self-employed** are required to attach their **latest Income Tax Notice of Assessment**. 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 the declaration at **Annex A-1**.
3. Household members who are **unemployed and below age 62** are required to complete a declaration at **Annex A-1** if they are not undertaking full-time studies or are not in full-time National Service.
4. **Any other documents as and when required by the school for the purpose of verifying the income.**

If the Gross Household Income in Section II (shaded in grey) exceeds \$2,500 and there are 5 or more members in the same household, please provide the following additional documents:

5. Copies of NRIC of household members, other than parents and unmarried siblings. If there are other dependent children without NRIC, please submit copies of legal documents to show that they are staying in the same household.

### Section IV: Request for Free Textbooks and School Attire (For Primary and Secondary levels only)

If the application 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: Modes of Transport between Home and School

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

- |  |   |
|--|---|
| <input type="checkbox"/> By Public Transport<br>(Subsidy of \$120 per annum <sup>^</sup> ) | <input type="checkbox"/> By School Bus (Applicable to Primary level only)<br>(Subsidy of 50% of the monthly fare) |
| <input type="checkbox"/> By Own Transport<br>(No Subsidy)                                  | <input type="checkbox"/> Walk to School<br>(No Subsidy)   |

<sup>^</sup> Pro-rated from the month of FAS application approval to December of the same year.

### Section VI: Apply for New Computer (Please read notes 7 - 9 on Page 1 carefully)

Please place a tick (✓) in 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 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 VII: 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.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## 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

*Please note that self-employed household members with supporting income tax documents need not complete this section*

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 does / do not reflect my / our current income status.

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