

Information & Instructions for Applicants

MOE INDEPENDENT SCHOOL BURSARY SCHEME (ISB)

ELIGIBILITY CRITERIA AND BENEFITS

1. Student must be a Singapore citizen enrolled in an Independent School[#].

Please refer to the table below for the eligibility criteria and benefits provided under ISB:

Income Limits		Benefits+
(Meet one of the following criteria)		
Monthly Gross household Income (GHI)	Per capita Income (PCI) [@]	
Not exceeding \$2,750	Not exceeding \$690	100% subsidy of fees ^o Free textbooks and school attire at Secondary level; \$900 bursary at pre-university level Full subsidy of exam fees [^] Transport Subsidy: \$10 transport credits per month from the month of approval, up to \$120 transport credits per annum* (for students taking public transport)
\$2,751 - \$4,000	\$691 - \$1,000	90% subsidy of fees ^o
\$4,001 - \$6,900	\$1,001 - \$1,725	70% subsidy of fees ^o
\$6,9001 - \$9,000	\$1,726 - \$2,250	33% subsidy of fees ^o

[#]Singapore Sports School, School of the Arts, NorthLight School, Assumption Pathway School, Crest Secondary School and Spectra Secondary School have their own schemes to provide financial assistance for their students. Please refer to the schools' websites for information on their financial assistance schemes.

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

⁺An ISB recipient who is eligible for partial subsidy of school fees and is also a recipient of MOE scholarship, special award or bursary which provide part payment of school fees, the total subsidy received by him will be capped at the annual school fees charged by each independent school less the annual amount of school and standard miscellaneous fees payable if he were in government school.

^o Fees include school and miscellaneous fees.

[^]Applicable only to Singapore Citizen students enrolled in the International Baccalaureate Diploma Programme (IBDP) in Government-funded schools. Exam fees for GCE 'O' and 'A' levels have been waived for all Singapore Citizens in Government-funded schools.

^{*}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.

HOUSEHOLD MEMBERS

2. 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

3. 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.
4. 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.
5. If an income earner is on no-pay leave as at the date of application for the ISB, 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.
6. 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.

DOCUMENTS TO SUBMIT

7. 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. (For siblings who are above 16 and are undertaking full- time studies are required to submit a copy of their student pass).
 - 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 NEW COMPUTER AT SUBSIDISED PRICE?

The NEU PC Plus Programme, by the Infocomm Media Development Authority (IMDA) offers affordable PCs and broadband access to students and people with disabilities from low income families. Successful applicants can purchase a PC with free software and 3 years of free broadband subscription at a subsidised price.

Income Eligibility Criteria

1. The Applicant's combined gross monthly household income must not exceed \$3,400 OR the per capita income of the Applicant's household must not exceed \$900. If there is a permanently disabled household member, per capita income must not exceed \$1125.
(Refer to Application Form for information on eligibility criteria)
2. For parents who wish to apply, you can get a copy of the application form from the school's Admin Office or visit the IDA's website (www.ida.gov.sg/neupc) to download a copy of the application form.
3. Submit completed form(s) and supporting documents to the school's Admin Office or directly to the relevant appointed lead agency for processing (refer to the application form).
4. For any other enquiries, you may email neupc@imda.gov.sg or call NEU PC Helpline@ Tel: 6684 8858.

MOE Independent School Bursary (ISB) Scheme - School Meals Programme (SMP)

1. With effect from Jun 2016, MOE has extended the **School Meals Programme (SMP)** to secondary school students who are on MOE's Independent School Bursary (ISB) Scheme and receiving 100% fee subsidy.
2. As the SMP is only extended to Secondary school students, only students in Year 1 to 4 receive the SMP subsidies.
3. Eligible students will be given instructions on the SMP for meals purchased from the school canteen.

This form may take you 10 minutes to complete. Please read the 'Information and Instructions for Applicants' in Annex I.

NUS HIGH SCHOOL OF MATH AND SCIENCE
MINISTRY OF EDUCATION INDEPENDENT SCHOOL BURSARY SCHEME (ISB)
APPLICATION FORM

(This scheme applies only to Singaporean students in Independent schools)

Section I: Particulars of student

Name of Student: (<u>Underline</u> Surname)		Birth Cert / NRIC No.:	
NUS High School Student ID No.:	H	Mentor Group:	M
MOE scholarship recipient? Yes: Scheme: _____ No: <input type="checkbox"/>		A MOE ISB recipient in the past year? - Yes: ISB _____ % fee subsidy, Year: _____ - No: <input type="checkbox"/>	
Home / Mailing Address :			
Type of residence: (Based on address in NRIC)			
<input type="checkbox"/> HDB ___-room flat, <input type="checkbox"/> HDB Executive Flat, <input type="checkbox"/> Private Apartment, <input type="checkbox"/> Condominium, <input type="checkbox"/> Landed property, <input type="checkbox"/> Others, please specify: _____			

Section II: Information on Other Household Members (Please refer to paragraph 2 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.

SN	Name & Birth Cert/NRIC No	Relationship & Marital Status	Age	Occupation	Gross Monthly Income*
1					
2					
3					
4					
5					
6					
7					
8					
Gross Household Income:					

*Please refer to paragraphs 3 to 6 of Annex I as to how Gross Monthly Income is computed.

Section III: Free Textbooks and School Attire

(Applicable For Year 1 to Year 4 ISB Recipients who are eligible for 100% Fee Subsidy ONLY)

If your child/ward is granted ISB for 100% fee subsidy and requires free textbooks and school attire, please tick (✓) against the box below on what are the item(s) required.

- Please submit original receipts for reimbursement.
- Reimbursement Forms can be obtained from the school's Admin Office.

- Textbooks (for core subjects in the Booklist only) PE attire (2 sets) School uniforms (2 sets)
- Shoes (1 pair-Max claimable amount is S\$30.00) Socks (2 pairs- Max claimable amount is S\$10)

Section IV: Modes of Transport between Home and School (Applicable for ISB Recipients who are eligible for 100% Fee Subsidy Only)

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:

- By Public Transport (Subsidy of \$120 per annum[^]) Own Transport or Walks to School (No Subsidy)

[^]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: 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:
 - (i) assess or reassess the financial situation of my household; and
 - (ii) 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: _____ Date: _____

NRIC No.: _____

Signature: _____

DECLARATION OF UNEMPLOYMENT OR SELF-EMPLOYMENT

Section A: Declaration of Unemployment

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

Name & NRIC	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 not / do not reflect my / our current income status.

Name & NRIC	Current Income & Type of Employment	Signature of Household Member and Date