

NUS HIGH SCHOOL OF MATH AND SCIENCE
MINISTRY OF EDUCATION - INDEPENDENT SCHOOL BURSARY SCHEME (MOE-ISB)

APPLICATION CHECK LIST FORM

Please complete this Checklist Form:

Student's Name: _____ Mentor Group: _____

Parent's contact on this application: _____ (HP)

Parent's contact on this application: _____ (email)

Please tick, where applicable:

1. For household members who are **employed** - latest payslip or a letter from the employer certifying gross income.
2. For household members who are **self-employed** - latest Income Tax Notice of Assessment.
OR submit Annex A if: the member is not required to pay tax or the latest tax assessment does not reflect his or her current income status.
3. For household members who are **unemployed and below age 62** and are not undertaking full- time studies – **to complete declaration as enclosed in Annex II.**
4. For household members who are undergoing full-time National Service – **to complete declaration as enclosed in Annex II.**
5. All employed/ self-employed/ unemployed household members to submit CPF Transaction Statement for past 12 months.
6. For household members who are undergoing full-time National Service – to submit a copy of their National Service identification card.
7. For household members who are above 16 and are undertaking full- time studies - to submit a copy of their student pass/ ezlink card; to prove their student status.
8. Photocopy of both sides of NRIC of students' grandparents or relative who are staying in the same household.
9. To declare income from other source, if any, in Section II part (b).
10. All other supporting documents, if any.

-----Tear along dotted line-----

Student's Copy:

Acknowledgement Slip

Please take note that the bursary award will take effect in the month the application is approved and will be valid till December of the year. Fresh application will have to be submitted for each academic year.

Parents will be notified of the application outcome via mail upon the submission of the application and complete documents.

You may contact the school Admin office at 6516 7279 for Ms Ang, Sherna for any information on this application.

Received by (Name): _____

Date received: _____ **Signature:** _____

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

For office use:
SID:
MG:
Schp:
ISB:
Notes:

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: <i>(Underline Surname)</i>				Birth Cert / NRIC No.:	
NUS High School Student ID No.:	H	Mentor Group:	M	Person to contact for this application:	Name: Contact:
<u>MOE scholarship recipient?</u> Yes: ESIS / ESIP (pls circle) No: <input type="checkbox"/>	DSA: <input type="checkbox"/>	Non-DSA: <input type="checkbox"/>	<u>A MOE ISB recipient last year?</u> - Yes: ISB _____ % fee subsidy, Year: 20_____ - 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:

a. Information on Other Household Members and Income

Please include details of the parents, unmarried siblings, grandparents, and any legal guardians of the child identified in Section I above if these persons are living in the same household.

If any child is receiving the **Comcare** Short-to-Medium Term Assistance or Long-Term Assistance (also known as the Public Assistance) from the Ministry of Social and Family Development, please submit the MOE ISB application form but **no income documents are required**. Please also provide a copy of the ComCare approval letter (where the validity period of the ComCare Assistance must cover the application date) or a copy of the Public Assistance card.

Name	Birth Cert/ NRIC No	Relationship to student	Marital Status	Age	Occupation	Gross Monthly Income*
1						
2						
3						
4						
5						
6						
7						
8						
Number of Household members:			Total Gross Household Income:			

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

*If grandparents are staying in the same household, please provide photocopies of their NRIC. The address on the grandparent's NRIC must be the same address as that of the applicant.

b. Other Sources of Income received by the family (if any)

Note that income from other sources (e.g. pension, alimony, rental income) is to be included as part of household income.

Source of Income	Monthly Amount \$

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. Note: Vouchers used for purchases made will NOT be reimbursed; ie: value of the voucher used will not be included in the reimbursed amount.
- Reimbursement Forms can be obtained from the school's Admin Office.
- Please note that all reimbursement must be submitted before the last school day of Term 4.

- 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

- 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.
- 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.
- 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).
- 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: _____

Information & Instructions for Applicants
MOE INDEPENDENT SCHOOL BURSARY SCHEME (ISB)

Annex I

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 (Meet one of the following criteria)		Benefits+
Monthly Gross household Income (GHI)	Per capita Income (PCI)@	
Not exceeding \$2,750	Not exceeding \$690	-100% subsidy of fees°. -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	Subsidy such that student pays the same fee~ as student studying in government and government-aided schools (GGAS)
\$4,001 - \$6,900	\$1,001 - \$1,725	Subsidy such that student pays 1.5x GGAS fee~ (Except for NUS High Year 5 and 6 pupils who will continue to receive 90% fee subsidy until the fee payable exceeds the prevailing GGAS fee for pre-university pupils, for which the enhanced subsidy will apply)
\$6,9001 - \$9,000	\$1,726 - \$2,250	33% subsidy of fees°
NUS High School Core module school notes will be subsidised according to approved ISB tier (only applicable to approved cases in January.)		

@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.

° Fees include school and miscellaneous fees.

^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.

~GGAS fee comprises school fee, standard miscellaneous fee and maximum 2nd tier miscellaneous fee payable by Singapore Citizen students in a GGAS.

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; to prove their student status).
 - d. Copies of NRIC of household members, **other than parents and unmarried siblings of the child, eg: grandparents**. 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. Maintenance income received by divorcee is to be included in household income. Marital Status Verification (eg: Deed of Separation/Divorce Certificate/Writ of Divorce) to be submitted.
 - f. For widows / widowers, please submit a copy of Death certificate of spouse.
 - g. Any other documents as and when required by the school for the purpose of verifying the income.

Comcare Short-to-Medium Term Assistance or Long-Term Assistance (also known as the Public Assistance)

8. If any child is receiving the Comcare Short-to-Medium Term Assistance or Long-Term Assistance (also known as the Public Assistance) from the Ministry of Social and Family Development, please submit the MOE ISB application form but **no income documents are required**. Please provide a copy of the ComCare approval letter (where the validity period of the ComCare Assistance must cover the application date) or a copy of the Public Assistance card.
9. **For students who are granted Financial Assistance in their Primary Schools:**
 - Complete the NUS High School MOE ISB application form and/or Annex II but **no income documents are required**.
 - Submit a copy of the Financial Assistance approval letter from the Primary School.

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.

1. Please refer to *Application Form* / *IDA's website for information on income 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 further instructions on the SMP for meals purchased from the school canteen.

DECLARATION OF UNEMPLOYMENT OR SELF-EMPLOYMENT

Section A: Declaration of Unemployment

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

(Note: Please keep the school updated should there be a change in your employment status in the course of the calendar year)

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 No.	Current Income	Type of employment	Signature and Date