



**APPLICATION FOR  
EDUSAVE ENRICHMENT PROGRAMME STANDING ORDER (EPSO)**

Pupil's Name: \_\_\_\_\_

Mentor Group: \_\_\_\_\_

Birth Certificate/NRIC No<sup>1</sup>:      [ ] - [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] - [ ]

Student ID: H [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

**Please tick where applicable:-**

My child/ward is a Singapore Citizen, and I would like to use Edusave for enrichment activities.

For Singapore Citizens who wish to use Edusave for enrichment activities

1. I wish to apply for Edusave Enrichment Programme Standing Order from my above-named child's/ward's<sup>2</sup> Edusave account for payment of future enrichment programmes.
2. I undertake that payment will be collected via Interbank Giro as per dates stated on parent's notification letter if there are insufficient funds in my child's/ward's<sup>2</sup> Edusave account to meet the payment.

My child/ward is a Singapore Citizen, but I would **NOT** want to use Edusave for enrichment activities.

My child/ward is **NOT** a Singapore Citizen.

For Singapore Citizens who do not wish to use Edusave for enrichment activities, and non-Singapore Citizens

3. I undertake that payment will be collected via Interbank Giro as per dates stated on parent's notification letter for the payment.

\_\_\_\_\_  
Signature of Father/Mother/Guardian<sup>2</sup>

\_\_\_\_\_  
Name of Father/Mother/Guardian<sup>2</sup>

\_\_\_\_\_  
Date

<sup>1</sup> Student Record is written in this format: S(prefix) - 1234567(Birth Cert./NRIC No) - A(suffix)

<sup>2</sup> Delete whichever is not applicable

**FAQ for Parents/Guardians for Implementation of  
Edusave Enrichment Programme Standing Order (EPSO)**

**Q1. What is the Edusave Enrichment Programme Standing Order (EPSO)?**

The Edusave EPSO is a one-time authorization from parents/guardians to make withdrawals for the co-payment for local enrichment programmes from your child/ward's Edusave account.

**Q2. What happens after I sign the Edusave EPSO?**

Once parents/guardians have signed the Edusave EPSO, the school will make the Edusave withdrawals for the local enrichment programmes which parents/guardians give consent for their child/ward to take part in. If there are insufficient funds in their child's/ward's Edusave account, the amount will be deducted through the giro account with the school.

**Q3. What if I do not sign the Edusave EPSO?**

Parents/guardians who do not wish to sign the Edusave EPSO will have their giro accounts deducted for the enrichment programmes.

**Q4. After I have authorized the Edusave EPSO, can I then decide not to continue using the Edusave funds to pay for the local enrichment programme charges?**

The authorized Edusave EPSO will apply to the local enrichment programme charges for all school years and levels organized by NUS High School. However, parents/guardians can terminate the Edusave EPSO anytime and choose to have their giro accounts deducted for the enrichment programme charges.

**Q5. How will I be kept informed of the Edusave EPSO transactions?**

The school will continue to notify parents/guardians of the programme cost, student co-payment amount and the Edusave withdrawal amount when seeking their consent for their child's/ward's participation in the enrichment programmes. The withdrawals will on be done for those enrichment programmes which parents/guardians have given consent for their child/ward to take part in. Parents/guardians will continue to receive an annual Statement of Account showing all the Edusave transactions for the year.

**Q6. Why is the Edusave EPSO applicable only for local, but not overseas, enrichment programmes?**

As the co-payment for overseas trips is generally higher, NUS High School recognizes that parents/guardians may have concerns over the higher Edusave amount. Hence, overseas trips are excluded from the Edusave EPSO.

**Q7. How can my child/ward use his/her Edusave funds for overseas enrichment programmes?**

For overseas enrichment programmes, the school will continue to seek parents'/guardians' Edusave authorization separately.

**Q8. What happens if my child/ward does not eventually attend the course(s) paid for through the Edusave EPSO?**

If the child/ward is absent for valid reasons, the school will refund the Edusave amount withdrawn to his/her Edusave account.

**Q9. What happens when an enrichment programme is cancelled after the Edusave withdrawal has been made?**

The school will refund the Edusave amount withdrawn to his/her Edusave account.

**Q10. How do I terminate the Edusave EPSO?**

For termination of Edusave EPSO, you can fill up the "Termination of Edusave EPSO" form and submit to Finance Department at General Office. The form is available at General Office, as well as on our school website.