

STEP CTP Fee Subsidy Application Form 2018

All fields are compulsory

Form must be completed by the Parent / Guardian of the applicant

Please provide all supporting documents stated on Pg 2 of this form

Section A: Personal Information of Student

**Please circle or tick accordingly*

Name of Tuition Centre:

1. BC/NRIC No:	2. Name (as in BC/NRIC):
3. Mobile No:	4. Home No:

Section B: Particulars of Family Members (staying in the same residence as Student)

Name:	NRIC:	Date of Birth:	Relationship:	Nett Monthly Income:	Occupation:
(A) Total Net Household Income					
(B) Number of Family Members					
PCI (A/B)					

Section C: Declaration / Additional information to support case

Section D: Declaration by Parent / Guardian

**Please circle or tick accordingly*

I am contributing to SINDA Fund	*Yes / No	
I am currently receiving		
SINDA Bursary <input type="checkbox"/>	Assistance from a Family Service Centre (FSC) <input type="checkbox"/>	
School Pocket Money Fund (SPMF) from an FSC <input type="checkbox"/>	MOE Financial Assistance Scheme (FAS) <input type="checkbox"/>	
Others <input type="checkbox"/>	Please Specify: _____	

Section E: Mandatory Documents attached (To be verified by CDAC/Mendaki)

- Photocopy of Student's Birth Certificate / NRIC
- Photocopy of NRICs/Birth Certificates of all Family Member's listed in Section B
- Photocopy of bank passbook/bank statement for Giro Application
- At least one of the following Documents (Income documents of all working adults must be provided)
 - Latest pay slip
 - CPF contribution history for the last 3 months
 - Income tax assessment Form
 - Income declaration form accompanied by CPF contribution history for the last 3 months
- Supporting documents if receiving MOE Financial Assistance or Other forms of Financial Assistance
- Other supporting documents (if applicable)
 - Death Certificate; Divorce Documents (with details on custody and maintenance); Copy of Prison visit card; Letter of Retrenchment / Termination / Resignation; Medical documents; Document proof of Public Assistance Fund or other welfare fund; Bankruptcy documents, etc.

Verified by:

_____	_____	_____
Name of CDAC / Mendaki officer	Signature	Date

Remarks:

Section F: Acknowledgement

I declare that the above information **is true and accurate** to the best of my knowledge.

- ❖ I **hereby authorize** the Ministry of Education, School and other relevant organizations to release information to SINDA for the purpose of monitoring and evaluating the performance.
- ❖ I understand that the programme fees are **non-refundable**.
- ❖ I understand that SINDA will not be liable for any mishaps that may arise during the entire programme.

SINDA DATA PROTECTION CLAUSE

I consent to SINDA using the information provided to enable my child or ward (below the age of 21) or any other family members listed here, to benefit from SINDA's programmes and services.

I agree to SINDA using any video, audio recording or photograph taken during this programme for any promotional purposes by SINDA.

I consent to SINDA sharing the information provided, with any Government Agencies or partners of SINDA, to benefit from the various programmes and services that may be provided by them.

Name of Parent / Guardian

Signature & Date

Section G: For Official Use

**Approved / Rejected*

Fee Payable:

Remarks:

Received and Processed by: _____

(Name / Division)

Signature & Date : _____