

**YUAN CHING SECONDARY SCHOOL  
SCHOOL ADVISORY COMMITTEE (SAC) FINANCIAL ASSISTANCE SCHEME  
APPLICATION FORM**

[Please note: This form may take you 10 minutes to complete. You will need the applicant's particulars, and the particulars and income information of their family members]

<b>School Financial Assistance</b>
<i>Eligibility Criteria –</i>
1. <i>Student is a Singapore Citizen</i>
a) <i>His or her family's gross household income (GHI) as at the time of application does not exceed \$4,400 per month or per capita income (PCI) does not exceed \$1,100 per month;</i>
b) <i>Conduct must be Good or above; Attendance in school must be at least 80%</i>
<i>*The provisions and criteria are subject to review by the School as and when necessary</i>

**STUDENTS' PARTICULARS (in block letters)**

*\*Parents/Guardians may use the same application form if you are applying for more than 1 child in Yuan Ching Secondary School*

Full Statutory Name (Underline <u>Surname</u> )	Gender	Class	Birth Cert/NRIC No
Home Address:			
Email Address:		Contact No:	

**PARTICULARS OF FAMILY MEMBERS (in block letters)**

Name	NRIC No	Relationship & Marital Status	Age	Occupation	Gross Monthly income from employment and trade	Other sources of income (e.g. pension, rental income)
<b>Total Gross Household Income (Sum of monthly income and other sources of income)</b>						

## SUPPORTING DOCUMENTS

Please attach the following documents with your application form

Parents'/Guardian's/Household Members*' Documents	<ul style="list-style-type: none"><li>• For household members who are <b>employed:</b><ul style="list-style-type: none"><li>i) CPF Transaction Statement or Contribution History for past 12 months.</li><li>ii) Latest payslip or a letter from the employer certifying gross income.</li><li>iii) Latest Income Tax Notice of Assessment is required for employed household member with other sources of income.</li></ul></li><li>• For household members who are <b>self-employed:-</b><ul style="list-style-type: none"><li>i) CPF Transaction Statement or Contribution History for past 12 months.</li><li>ii) Latest Income Tax Notice of Assessment.</li><li>iii) If the self-employed household 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 Section A of Annex A. (If the household member is not required to pay tax, the member can provide the page from IRAS's myTaxportal&gt;notices/letters&gt;individual, to show that he/she has no Tax Notice of Assessment.)</li></ul></li><li>• For household members who are <b>unemployed and below age 63</b> and are not undertaking full-time studies or undergoing full-time National Service:<ul style="list-style-type: none"><li>i) CPF Transaction Statement or Contribution History for past 12 months.</li><li>ii) Latest Income Tax Notice of Assessment is required for unemployed household member with other sources of income.</li><li>iii) Declaration at <u>Section B of Annex A</u>.</li></ul></li><li>• Proof of other sources of income if applicable (e.g. rental, pension, and etc.).</li><li>• Student/Matriculation card (<b>Not EZlink card</b>) for full-time student at tertiary institutions (e.g. ITE, Polytechnics, Universities, and private schools)/ National Servicemen identity card for full-time National Servicemen (if applicable).</li><li>• 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 address.</li><li>• Where applicable, documents showing proof of legal guardianship (e.g. a court order or Letters of Probate or Administration).</li><li>• <b>Any other documents as and when required by the school for the purpose of verifying the income.</b></li></ul>
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\*Household Members:

1. Household members include the student, his/her parents, and unmarried siblings of the student, regardless of the address
2. Grandparents and other dependants 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)

## BENEFITS

Item	Benefits
School Fees	Full subsidy of \$5.00 per month
Miscellaneous Fees	Full subsidy of \$20.00 per month
Textbooks	Free textbooks
School Attire	Free School Attire
School Meal Subsidy	\$3 meal subsidy per school day (\$15 per week)
Transport Subsidy	\$10 transport subsidy per month

## DECLARATION

- I declare that the information provided above is true to the best of my knowledge. I undertake to refund to MOE or the school the full amount of financial assistance received if any of the above information is found to be false.
- I undertake to apply for bursaries or other forms of financial assistance recommended by the school as and when such opportunities arise subsequent to this application.
- I hereby authorise the school to recover some or all the financial assistance rendered by the school in the current year, at the discretion of the school, should my child/ward receive bursaries or other forms of financial assistance subsequent to this application.

\_\_\_\_\_

Date

\_\_\_\_\_

Name of Parent/Guardian

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Signature of Parent/Guardian

**DECLARATION OF UNEMPLOYMENT OR SELF EMPLOYMENT**  
**(Any undeclared section or non-submission of Annex A will automatically be treated as a nil return)**

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**SECTION A: DECLARATION OF SELF-EMPLOYMENT**

Household members must complete this section if they are either:

Category (a) - Self-employed and not required to pay tax; or

Category (b) - The latest tax assessment does not reflect current income status.

I/We\* declare that I am/we are\* currently self-employed and my/our\* current self-employment income are\* as follows:

<b>Name &amp; NRIC No.</b>	<b>Category*</b>	<b>Type of Self-employment</b>	<b>Current Monthly Self-employment income</b>	<b>Signature of Household Member and Date</b>
	(a) / (b)			
	(a) / (b)			

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**SECTION B: DECLARATION OF UNEMPLOYMENT**

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

<b>Name &amp; NRIC No.</b>	<b>Period of Unemployment</b>	<b>Reason for Unemployment</b>	<b>Signature of Household Member and Date</b>

\*Please delete one.