

Information Sheet for Applicants

MOE FINANCIAL ASSISTANCE SCHEME (MOE FAS)

OBJECTIVE

1. The objective of the MOE FAS is to help financially needy Singaporean students in Government and Government-aided schools to meet basic schooling expenses.

ELIGIBILITY CRITERIA

2. The student must be a Singapore citizen enrolled in a Government or Government-aided school as a full-time student and must not be enrolled in any other schools or institutes of higher learning.
3. The student must attend school regularly. As financial assistance is provided to assist students in paying for expenses in connection with attending school, a student who fails to attend school regularly for any reason (including but not limited to Leave of Absence, medical leave, or hospitalisation leave) shall have his eligibility for financial assistance reassessed. In such circumstances, MOE is entitled to withdraw, reduce and/or withhold financial assistance without providing further reasons.
4. The student must not be receiving financial assistance provided by more than one MOE-funded school or institute of higher learning.
5. The student must meet either one of the following criteria:
 - a. Gross household income (GHI) as at the time of application does not exceed \$4,000 per month; or
 - b. Household per capita income (PCI) as at the time of application does not exceed \$1,000 per month.

PCI = Monthly GHI / No. of members in the same household.
6. The student's current school must be notified of any changes to any of the criteria in paragraphs 2 to 4 in writing.

HOUSEHOLD MEMBERS

7. Household members include all individuals related to the student by blood, marriage or legal adoption (e.g. uncles aunts, cousins, grandparents etc) staying at the same address as the student.

GROSS HOUSEHOLD INCOME

8. Gross household income or "GHI" is the total combined income of all family members in the same household, as defined in paragraph 7 above.
9. Household income, which is based on 12-month average, includes all employment/trade income, including bonuses and allowances, and employee's CPF contributions. Other administrative income that are taxable (e.g. rental income, dividends and taxable investment income) must also be included when calculating a family's GHI.
10. The following sources of income will not be considered in the computation of GHI:
 - a. National Service allowance earned by National Servicemen;
 - b. Severance compensation and insurance payouts; and
 - c. Alimony payment (including lump sum payment) received for the maintenance of child(ren) and/or ex-spouse. T
11. If an income earner is unemployed or on no-pay leave at the date of application for the MOE FAS, their 12-month average income will be included when calculating a family's GHI. The 12-month period includes both their earning months and the months with no income.

BENEFITS

12. Types of benefits provided under MOE FAS:

Item	Academic Level		
	Primary	Secondary	Pre-U
School Fees	Not applicable	Full subsidy of \$5 per month	Full subsidy of \$6 per month
Miscellaneous Fees	Full subsidy of \$13 per month	Full subsidy of \$20 per month	Full subsidy of \$27 per month
Textbooks	Free textbooks		Not applicable
School Attire	Free school attire		
School Meal Subsidy ¹	7 meals per school week	10 meals per school week	
Transport Subsidy	70% subsidy of monthly school bus fares for students taking school bus ¹ ; or \$21 transport subsidy per month from the month of approval, up to a total of \$252 transport subsidy per annum for students taking public transport ²	\$21 transport subsidy per month from the month of approval, up to a total of \$252 transport subsidy per annum for students taking public transport ²	Not applicable
Bursary	Not applicable		\$1,600 per annum (inclusive of public transport subsidy)

¹ The school meal and school bus subsidy will only be provided from the effective month of the MOE FAS. There will be no reimbursement or retrospective subsidy for school meals and school bus fares incurred in the months prior to the effective month of the MOE FAS

² The public transport subsidy will only be provided from the effective month of the MOE FAS till December of the year.

EFFECTIVE MONTH FOR FINANCIAL ASSISTANCE

13. Schools will process your application promptly if you have provided the **complete information, inclusive of complete required documents (for households with other administrative income)**, indicated in the application form. If your application is **approved** before the end of the month, your child will be placed on the MOE FAS in the following month till December of the year or when your child is no longer eligible for financial assistance, whichever is earlier. There will be no reimbursement or retrospective subsidies provided in respect of expenditure on the items set out in the table found at paragraph 12 above. Fresh applications will have to be submitted for each school year.

DOCUMENTS TO SUBMIT (IF ONE OR MORE HOUSEHOLD MEMBER HAS OTHER ADMINISTRATIVE INCOME)

14. Please submit the following documents together with the application form:

- a. For all household members including those with other administrative income, please submit the latest Income Tax Notice of Assessment (NOA).
 - Log in to IRAS's myTax Portal, then navigate to Inbox > Individual > Notice Type > Notice of Assessment (Individual) > Year of Assessment. Select the latest available year and click 'SEARCH', then select 'DOWNLOAD SELECTED' to download the latest NOA.
 - If the household member is not required to pay tax, the member can provide the page from IRAS's myTax Portal by navigating to Inbox > Individual > Notice Type >

Notice of Assessment (Individual) > Year of Assessment. Select the latest available year to generate a page to show that he/she has no Tax Notice of Assessment.

- b. For employed or unemployed household members without other administrative income, please also submit CPF Transaction Statement or Contribution History for past 12 months.
 - Log in to CPF Mobile app with your Singpass > Select the menu option on the top left-hand corner > Select 'Transaction History' > Select the filter icon > Select 'Employment Contributions' and/or 'Self-Employed Contributions' options under Transaction Type and the corresponding month range > Click 'Apply' > Select "Generate PDF" on the top-right hand corner to download a copy of your CPF working contribution details.
- c. Military identification card for full-time National Servicemen (if applicable).
- d. Copies of NRIC of household members to show that they are staying in the same address except the following:
 - Below primary school attending age (e.g. Nursery, Kindergarten)
 - Full-time student in other educational institution (e.g. Primary schools, Secondary schools, Junior College/Centralised Institute, Independent Schools, Specialised schools, Special education (SPED) schools)
- e. Where applicable, documents showing proof of legal guardianship (e.g. a court order or Letters of Probate or Administration), for the purposes of Section VI of the application form.
- f. Any other documents as and when required by the school for the purpose of verifying the income and/or application.