

STUDENT DIRECT CREDIT AUTHORISATION FORM

(For refund purposes)

IMPORTANT NOTE:

- This is your standing instruction to TEMASEK POLYTECHNIC to pay all monies due to you to the bank account given in Part A.
- Please complete Part A & B of this application. (For student who is 21 years old or above, Part B is not applicable.)
- The bank account to be used must either be: (i) Student's personal account; (ii) Student's joint account; or (iii) bank account which you have submitted for direct debit authorisation for payment of tuition fee to Temasek Polytechnic.
- A copy of the first page of the bankbook or bank statement, which contains the account number & account holder's particulars, is to be submitted together with this form.
- Upon completion, please submit this form with a **PHOTOCOPY OF THE BANK STATEMENT / PASSBOOK SHOWING THE ACCOUNT HOLDER PERSONAL PARTICULARS** by post to Temasek Polytechnic, 21 Tampines Ave 1, S(529757) or by hand at Finance & Administration Department, Level 7, Lobby D, Admin Block.

PART A – FOR STUDENT'S COMPLETION.

(Use of correction fluid is not allowed for amendments. Please cross out any error, make the amendment & sign against it.)

Name of Bank
Bank Branch
Name of Bank Account Holder as per Bank's record
My / Our Bank's account number

Student's Admission Number							
Student's Name							
My/our contact number (tel / fax / pager / hp)							

I hereby instruct TEMASEK POLYTECHNIC to credit all monies due to me to the above bank account. I undertake full responsibility for the amount credited to the above bank account. Amounts so credited shall constitute valid discharge of obligations due to me. This authorisation shall continue to be in force until I have expressly revoked it by notice in writing delivered to you. In the event of a change of account, I shall inform you in writing. I understand that the revocation and change in account will take effect 14 days from the date of notification.

Student's name & I/C number

Student's signature / Date

For Official Use Only

(Date of receipt)

PART B – FOR PARENT/GUARDIAN'S COMPLETION WHOSE CHILD IS LESS THAN 21 YEARS OLD.

(Use of correction fluid is not allowed for amendments. Please cross out any error, make the amendment & sign against it)

I, parent/guardian of _____ (Student's name), agree that all monies due to my child / ward are to be credited to the above account and it shall constitute valid discharge of obligations by Temasek Polytechnic.

Name and I/C number of Parent/Guardian

Parent's/Guardian's signature

Date

PART C – FOR TEMASEK POLYTECHNIC'S COMPLETION

Student's Bank Code, Branch code and Account Number:

BANK CODE	BRANCH	ACCOUNT TO BE CREDITED

Coding checked by:

(Name / Signature / Date) _____

Student Direct credit authorisation form (revised on 8 Feb 2007)

REMINDER : PLEASE ATTACH PHOTOCOPY OF BANKBOOK / BANK STATEMENT

LIST OF PARTICIPATING BANKS/FINANCE COMPANIES IN INTERBANK GIRO

ABN AMRO BANK NV	JP MORGAN CHASE BANK NA
AMERICAN EXPRESS BANK LTD	MALAYAN BANKING BERHAD
BANK OF CHINA LIMITED	MIZUHO CORPORATE BANK LTD
BANK OF AMERICA NA	OVERSEA-CHINESE BANKING CORPN LTD
BANK OF INDIA	POSBANK
BNP PARIBAS	RHB BANK BERHAD
CALYON	STANDARD CHARTERED BANK
CITIBANK NA	SUMITOMO MITSUI BANKING CORP
DBS BANK LTD	THE BANK OF EAST ASIA LTD
DEUTSCHE BANK AG	THE BANK OF TOKYO-MITSUBISHI UFJ LTD
FAR EASTERN BANK LTD	THE HONGKONG & SHANGHAI BANKING CORPN LTD
INDIAN BANK	UNITED OVERSEAS BANK LTD
INDIAN OVERSEAS BANK	

(Updated on 8 Feb 07)

Please note that your bank account must be maintained in one of the above listed banks/finance companies.