

Apply for TransitLink Student Concession Card

(A1) Application Procedure – 15th March to 16th May (during bulk application)

The TransitLink Student Concession Card entitles you to enjoy student rate when you travel on public transport. Below are the steps which guide you in your application.

Step 1	<p>Check Eligibility</p> <p>Please ensure that you have submitted your information including your photo during enrolment period. After you are successfully enrolled into TP, your personal information and photo would then be submitted to Transitlink by TP in batches.</p> <p>To confirm if your record has been successfully submitted to Transitlink, please check after 15th March via TransitLink website (under Tertiary Concession Card Application Status)</p> <p>(For International Students, do ensure that you have updated your FIN number with TP Admissions Office).</p>
Step 2	<p>Application of Student Concession Card</p> <p>After checking that your data is captured in TransitLink’s system, you may apply at any TransitLink Ticket Office / Concession Card Replacement Office or apply online at TransitLink website (under Application for Tertiary Student Concession Card - Diploma Student)</p>
Step 3	<p>Collection of Student Concession Card</p> <p>TP will inform you via your TP student email account on the date to collect your TransitLink Student Concession Card.</p> <p>It will take around 2 to 3 weeks from date of application.</p>

IMPORTANT NOTES:

- As a general guide, for students who have enrolled before mid-March, you can check if your records are successfully submitted to Transitlink from 15th March onwards.
- For students who have enrolled after mid-March, please check your status on Transitlink website about 10-14 working days after you have completed the course registration.
- To apply at the TransitLink Ticket Office, you will need to bring the following:
 - Original NRIC for Singapore Citizens; or
 - Original NRIC/Re-entry Permit for Singapore Permanent Residents; or
 - Original Passport and Foreign Student Pass (FIN) for International Students.
 - \$8.10 is payable upon application of the Transitlink Concession Card. It is for \$5 non-refundable card cost and \$3.10 non-refundable personalisation fee.

- A receipt for the payment of \$8.10 will be issued to you by Transitlink. Please retain this receipt for card collection.
- You will have to top-up a minimum value of \$10 in order to start using your card.

(A2) Application Procedure – after 16th May (after bulk application)

Newly enrolled students who **did not apply for the concession card (15th March to 16th May) during the bulk application**, please refer to the instructions in Step 2 for application.

Once you have confirmed your details on Transitlink Website:

- You may apply for the card at Card Replacement Office (CCROs) and the concession card **will be issued on the spot**
- For online application, the concession card will be mailed to your indicated residential address in **7 to 10 working days**

(A3) Application Procedure – PFP Graduates

PFP graduates who had enrolled into AY2020 Poly Foundation Programme and progressed to full-time diploma courses in AY2021, need not re-apply for the TransitLink Concession Card if you have already applied for the card in your foundation year.

An email would be sent to all PFP graduates with instructions to extend the expiry date of the concession cards. The email would be sent to PFP graduates after Transit Link has confirmed on the processing of data.

(B) Loss / Replacement of Concession Card

Please visit [TransitLink's website](#) on how you can get a replacement card.

(C) Extension of TransitLink Student Concession Card

Send your request with your name, student admission number and indicate the reason for extension to sdaa@tp.edu.sg.

Important Notes:

- Application for the TransitLink Student Concession Card is optional.
- Please check TransitLink website for the latest information on the concession scheme.
- If you require further clarification on TransitLink Student Concession related matters, please email to **Student Development & Alumni Affairs Department** at sdaa@tp.edu.sg or call 6780 5656.