

APPLICATION FOR OPPORTUNITY FUND – IT DEVICE SUBSIDY

1. AWARD AMOUNT

The Opportunity Fund – IT Device subsidy is capped at \$500.00.

2. APPLICATION ELIGIBILITY

- a) Full-Time Diploma or PFP Subsidised Singapore Citizen students.
- b) Gross monthly household income (GHI) of \$4,000 and below or gross monthly household per capita income (PCI) of \$1,000 and below.
- c) Applicant has not previously received Opportunity Fund – IT Device subsidy during the course of study in Temasek Polytechnic (TP).
- d) Applicant is allowed to claim for purchase of notebook only.

3. APPLICATION PROCEDURE

- i) Completion of Form:
 - a) Complete the application form.
 - b) Scan copy of the original receipt for the purchase must be submitted with the application.
 - c) Please refer to Annex A for the list of documents to be submitted. Failure to supply documents or information required may result in your application being rejected or delayed.
 - d) Please submit scanned copy of the duly completed and signed application form, receipt and required supporting documents via FormSG link of your school below:

School	FormSG Link to submit OF Form to your school
ASC	https://form.gov.sg/5e8c2f7932ebde0011c259a8
ENG	https://form.gov.sg/5e8c27f1dd68500011aeec60
BUS	https://form.gov.sg/5e8b07a72cb12700117830b4
DES	https://form.gov.sg/5e8c28ffdd68500011aeefa1
IIT	https://form.gov.sg/5e8c2b6b32ebde0011c24db4
HSS	https://form.gov.sg/5e8c2be832ebde0011c24f4c
PFP	https://form.gov.sg/5e8c2f27dd68500011af016f

3. APPLICATION PROCEDURE (con't)

- ii) 1st Year students may submit application for notebook purchased in the enrolled year.(Example: New students enrolled in Academic Year 2020/2021, receipt need to show the year of purchase is "2020")
- iii) 2nd and 3rd Year students to submit application within 3 months from the receipt date.
- iv) If you are a successful applicant of IMDA NEU PC Plus Programme in the current academic year, you can claim 50% of the co-payment paid by you after IMDA subsidy. Please attach the letter from IMDA and receipt of purchase as supporting to the application form.

4. OTHERS

No remittance advice will be sent to notify student and fund will be credited to your bank account within 3 weeks from the date that the approved document was received by Finance Office.

Please note that successful applicants will be paid via their GIRO bank account registered with TP. You can find the GIRO bank account detail using TP Student Mobile App. If you do not have a GIRO bank account registered with TP, please ensure you register with your bank a PayNow bank account using your NRIC number. Payment will be made to that bank account registered with PayNow using your NRIC number.

5. ABBREVIATION

OF: Opportunity Fund

AY: Academic Year

TP: Temasek Polytechnic

Doc Date: 07April 2020

Section 1: STUDENT APPLICANT PARTICULARS

Admission No. Contact No. School. (*delete whichever not applicable)

*ASC / BUS / DES / ENG / HSS / IIT / CFS

Name (as in NRIC)

5. Year of Study: _____ 6. Diploma Course: _____

Section 2: DECLARATION (PLEASE READ AND TICK ACCORDINGLY)

I declare that, in the current AY, or the immediate semester prior to the current semester if current AY application has not started nor finalised,

I have applied for OF–Enrichment Programme.

I am a successful applicant of CDC/CCC Bursary.

I am a successful applicant of IMDA NEU PC Plus Programme.

Please proceed to complete Section 3, 6 and 7

For applicant whodoes not fall under the above categories, please proceed to complete section 3, 4, 5, 6 and 7.

Section3: DETAILS OF OTHER AWARD OR SUBSIDY HELD WHICH COVERS PART OF THE COST OF IT DEVICE PURCHASE

I have received the following award or subsidy which covers part of the cost of the IT Device purchased:

Name Quantum

1 _____

2 _____

Section 4: PARTICULARS OF FAMILY MEMBERS LIVING IN THE SAME HOUSEHOLD						
S/n	Name	Age	Relation-ship	Occupation & Education Level	Marital Status+	Gross Monthly IncomeS\$++
IMMEDIATE FAMILY MEMBERS						
1						
2						
3						
4						
NON-IMMEDIATE FAMILY MEMBERS						
5						
6						
7						
8						
9						
10						
TOTAL						

(To continue on a fresh sheet if space is insufficient)

Notes:

+ Marital status: S – Single, M – Married, SP – Separated, D – Divorced, W - Widowed

++ PCI will be computed based on GHI divided by number of immediate family members, and non-immediate family members living in the same household. GHI refers to the total gross monthly household income of immediate and non-immediate family members, where:

For Unmarried Students:

- (i) **Immediate** family members include **parents** who may or may not be living together with the student.
- (ii) **Non-immediate** family members include grandparents, siblings, spouses of siblings, siblings of parents, and any other relatives who are **living together** with the student.

For Married/Divorced/Separated Students:

- (i) **Immediate** family members include spouse and all children who may or may not be living together with the student.
- (ii) **Non-immediate** family members include **parents**, grandparents, siblings, spouses of siblings, siblings of parents, and any other relatives who are **living together** with the student.

Income = gross (i.e. including employee's CPF contribution) income contributions from self-employment, business or salaried employment (which includes basic salary, allowances, overtime pay, etc.), as well as other sources of income (e.g. rent). If bonuses are declared, it should be computed as one twelfth of the annual wage supplements and bonuses received in the last twelve months. Payments-in-kind, reimbursement for transport and other expenses, alimony or maintenance allowance, and National Service (NS) allowance earned by NS men and alimony or maintenance allowance are excluded.

OF Application Checklist for list of documents

(for sample documents, please go to Staff Portal → Forms → Finance → Student Aids → Annex A)

1. NRIC of applicant & all family members (both sides).
 For Full-time National Service Man – photocopy of green SAF IC (both sides).
 Birth Certificate only for those below 15 years of age.
 Matriculation Card of family members studying full-time at ITE/Poly/University.

2. NS Enlistment letter for sibling who is awaiting for NS (where applicable).
 Separation or Divorced Certificate / Death Certificate (where applicable).
 Guardian of student, to provide legal document as supporting (where applicable).

3. Family Members who are employed:
 a) Payslip (current full month payslip) OR
 b) Latest employer's certification letter stating monthly gross salary (with company's official stamp).

4. Family Members who are unemployed/retired or employed but not able to produce income document to provide:
 a) CPF Contribution History for the last (6) months AND;
 b) Income Declaration (please refer to Annex 1 of application form).

5. Family Members who are self-employed (eg. Taxi driver, sole proprietor etc) to provide:
 a) Latest Income Tax Assessment Statement AND
 b) Income Declaration (please refer to Annex 1 of application form).

Annex 1

Declaration of Self-Employment, Unemployment, Retired or Employed but not able to produce income document

(i) Declaration of Self-Employment

Name	NRIC No.	Relationship	Gross Monthly Income++	Signature of Household Member	Date

(ii) Declaration of Unemployment, Retired

Name	NRIC No.	Relationship	Start of Unemployment (mm/yyyy)	Signature of Household Member	Date

(iii) Declaration of Employment (not able to produce income document)

Name	NRIC No.	Relationship	Gross Monthly Income++	Signature of Household Member	Date
