

Supporting documents to submit

1. Identification (compulsory)

For **first-time** bursary applicants:

- a) NRICs (both sides) of **all** household members
- b) SAF Green IC 11B both sides for National Service Man
- c) Birth certificate of household members below 15 years old
- d) Long term visit pass (both sides) or work permit (both side) of non-Singaporean household members
- e) Death certificate, deed of separation or divorce decree (if applicable)

For **repeat** bursary applicants:

- a) Submit [Declaration Form](#) (complete Section IV : Declaration of Family Status) if there is no change in family status.
NRICs, BCs are required if there is change in family status (eg. Additional household members, household members move out, change of address, etc.)

2. Student / NS status

Household members who are:

- a) **Studying full-time** in ITE / Polytechnic / Local Autonomous University
 - Matriculation card
- b) **Studying full-time** overseas or in private institution
 - School letter / document that show name of student and course duration (eg. PEI-Student contract)
- c) **Studying part-time**
 - CPF transaction history for last 6 months (download PDF)
- d) Above 16 years old and **studying in Secondary School or Junior College**
 - Concession card
Indicate name of school under the occupation section (eg. Dunman Secondary School student, Eunoia Junior College student etc.)
- e) **Awaiting admission** to ITE / Polytechnic / University
 - Offer letter from school
- f) **Awaiting for NS enlistment**
 - Enlistment letter or CPF contribution history for past 6 months

3. Income Declaration (compulsory)

Household members who are:

a) **Employed**

- CPF transaction history for last 6 months (download PDF) and latest 3 months payslip.
- *If you have recently joined or switched to new company (less than 2 months), please include employment contract*

b) **Self-employed**

- CPF transaction history for last 12 months (download PDF)
- [Declaration form](#) (complete Section I: Declaration of Self-Employment)
- Current year Income Tax Notice of Assessment (NOA)
- *If you are a platform worker (such as delivery worker or private-hire driver), please include your earnings statement for the last four weeks or the most recent month.*

c) **Unemployed, Retired, Housewife**

- CPF transaction history for last 6 months
- [Declaration form](#) (complete Section II: Declaration of Unemployment)

4. Others

Other latest supporting documents that may reflect your family's financial situation

Examples:

- Medical report
- Public Assistance letter
- Letter from counsellors
- Letter from Government Agency
- Death certificate
- Divorce document
- Company letter on confirmation of resignation, termination, end of contract or retrenchment)

* Additional documentation may be requested to validate the application

* Learn more on how to retrieve [CPF transaction history](#) or [Income Tax Notice of Assessment \(NOA\)](#).