



Co-Curricular Activities (CCA) Scholarship & Sponsorship Application Form

Important information:

Please read the criteria before completing the form.

- a. **Application Eligibility:**
 - Year 1 and Year 2 students of the Polytechnic
 - Singapore Citizens or Singapore Permanent Residents
 - Gross monthly household per capita income (PCI) of \$1900 and below
 - Not currently in receipt of any other scholarships/bursaries (other than government bursaries i.e. CDC/CCC Bursary and MOE Bursary) in AY2018/2019/Tertiary Tuition Fee Subsidy (TTFS) from Yayasan Mendaki in AY2018/2019
 - Not currently financially sponsored by employers
 - No academic and/or disciplinary warning
- b. **Attach the latest SEAL Transcript, academic results, passport-sized photo & other supporting documents, if any.**
- c. **Forms which are submitted late, incomplete or not endorsed by staff I/C will not be processed.**
- d. **Please return the completed form, fully endorsed by the staff in-charge, to the reception counter at Student Development & Alumni Affairs Department by 15 March 2019, Friday, 5.30pm.**

1 CCA

Name of CCA Group: _____

2 PERSONAL PARTICULARS

Name as in NRIC (CAPITAL): _____

Admin No: _____ NRIC No: _____ Hp No: _____

Email: _____

Did you have any academic warnings for AY2018/2019?

Yes No

Please state subject(s) failed: _____

Have you committed any disciplinary offence in TP?

Yes No

Please give details of offence _____

3 ACADEMIC RESULTS

Please state your Cumulative Grade Point Average (CGPA): _____

You **MUST** submit a copy of your latest academic results.

4 HIGHLIGHT SIGNIFICANT INVOLVEMENT & ACHIEVEMENTS IN CCA FOR AY2018/2019

Name of Competition/Event	Magnitude of Event (e.g. Polywide/ Int'l/Nat'l)	Results / Awards

Leadership:

Student Organisation	Office Held

Remarks by Staff I/C

(Please note this is an important section that you must fill in to justify the student's contribution. You may use a separate sheet if you have more to write.)

5 ARE YOU CURRENTLY APPLYING FOR OR IN RECEIPT OF ANY OTHER BURSARY/SCHOLARSHIP/ STUDY GRANT/FINANCIAL SPONSORSHIP BY AN EMPLOYER FOR AY2018/2019? (Please tick where applicable)

No Yes (If yes, please indicate below)

- CDC/CCC-Polytechnic Bursary
- MOE Bursary
- Tertiary Tuition Fee Subsidy (TTFS) from Yayasan Mendaki
- Others (Please specify: _____)

6 PARTICULARS OF FAMILY MEMBERS (Immediate and non-immediate family members living together)
You do not need to fill this portion if you hold a government bursary (i.e. CDC/CCC Bursary or MOE Bursary) in the current academic year (AY2018/2019)

Name	Age	Relationship to Student	NRIC / BC No.	Marital Status	Occupation <small>For 'Student' state Pri, Sec, JC, ITE, Poly or Uni</small>	Gross monthly income + other sources of income (\$)
1.		Father				
2.		Mother				
3.		Self				
4.						
5.						
6.						
7.						
8.						
9.						
10.						

<p>*Per capita income (PCI) = $\frac{\text{Total Gross Monthly Income of ALL family members}}{\text{Number of family members in the household}}$</p> <p>Definition of Total Gross Monthly Family Income</p> <p>a. Includes employee's CPF contributions, income contributions from self-employment, business or salaried employment which include basic salary, allowances, overtime pay and other sources of income such as rent, alimony, pension etc.</p> <p>b. If bonuses are declared it should be computed as one twelfth of the annual wage supplements and bonuses received in the last twelve months.</p> <p>c. The monthly financial support from divorced/separated parent or spouse such as alimony and contributions to support children/household should be included.</p> <p>d. National Service (NS) allowance earned by NSF is excluded.</p> <p>Immediate and non-immediate family members</p> <p>a. Immediate family members include parents and siblings living together with the applicant.</p> <p>b. Divorced/separated parent or spouse may be excluded from the headcount.</p> <p>c. Non-immediate family members include grandparents, siblings' spouses, siblings' children and any other relatives who are living together with the applicant.</p>	<p>Total Gross Monthly Income (A)</p>	
	<p>PCI = (A) ÷ no. pax in hse'hold</p>	

7 ACKNOWLEDGEMENT BY CCA SCHOLARSHIP / SPONSORSHIP APPLICANT

1. I declare that the information and supporting documents provided in this application are true and correct. I did not willfully withhold or suppress any other relevant information. I understand that submission of any false particulars will render my application null and void and that I will be required to return to Temasek Polytechnic the full sum of money received.
2. I have to refund the full or partial award quantum if any rules have not been fulfilled.
3. I understand the decision of the CCA Scholarship/Sponsorship Committee is final.
4. I am aware that Temasek Polytechnic collects data on information given. I have no objection for Temasek Polytechnic to use the information given herein for statistical purposes. I can review Temasek Polytechnic's privacy statement online at <http://www.tp.edu.sg/privacy.htm>

Name of Applicant:

Signature & Date:

8 SUPPORTED BY STAFF I/C (Advisors or Resource Persons)

Name & Designation of Staff:

Signature & Date:

(Please tick only one)

I recommend and support this application, please see remarks in page 2.

I do not recommend this application.

9 FOR OFFICIAL USE ONLY

Date Received:

Received By:

Checklist (please tick accordingly):

Academic Results:

Yes

No

CCA Transcript:

Endorsement by Staff I/C:

Recent Passport-Sized Photo:

Other supporting documents, if any.

10 FOR SELECTION COMMITTEE ONLY

Recommended Award

or

UNSUCCESSFUL REASON(S) *(Please tick)*

Did not meet the eligibility criteria. Please state: _____

Incomplete application form

Endorsed by CCA Scholarship & Sponsorship Coordinator:

Date:

Important:

- 1 The selection of candidates will be left to the Selection Committee, **and the decision of the Committee is final**. Neither direct communication nor appeals will be entertained.
- 2 The Polytechnic reserves the right to revise and amend any of the terms and conditions.
- 3 The Polytechnic reserves the right not to award any of the awards if no suitable candidate is identified.

TP CCA Scholarship & Sponsorship Application Check List

Check list of required supporting documents to be submitted with application.
Please tick ✓ in appropriate boxes.

The following documents are required

- 1. Applicant's "My Student Information" profile page which can be retrieved & printed from <https://bluesky.tp.edu.sg/WebUIRO/RO/SIU/SIUStudentLogin.aspx>
- 2. Academic results transcript
- 3. SEAL transcript
- 4. Passport-sized photograph

The following additional documents are required if you do not hold a government bursary (I.e. CDC/CCC Bursary or MOE Bursary) in the current academic year (AY2018/2019)

- 5. NRIC of applicant & ALL family members (both sides).
For Full-time National Servicemen - photocopy of green SAF 11B (both sides). Birth Certificate only for those below 15 years of age.
Death, separation or divorced certificate (if any)
- 6. Admission cards of family members studying in Poly/ITE/University (if any) Enrolment letter for sibling who is awaiting for entry to Poly/University (if any)
NS Enlistment letter for sibling who is awaiting for NS (if any)
- 7. Family Members who are employed:
 - a) Latest Payslip OR
 - b) Employer's letter (dated in current month) verifying the monthly income (with company's official stamp)
- 8. Family members who are unemployed/self-employed/retired/housewife or employed but not able to produce income document 7a or 7b, must provide:-
 - a) CPF Contribution History for the last six months (eg. Aug 2018 – Jan 2019) AND
 - b) CPF Transaction History for the last six months (eg. Aug 2018 – Jan 2019) AND
 - c) Income Tax Statement 2018 AND
 - d) Income Declaration Form (refer to page 6)

Note

- 1) CPF members with SingPass can obtain CPF Contribution and Transaction History Statement from CPF Board website at <http://www.cpf.gov.sg>.
- 2) Please approach CPF branches or Community Centres in person with NRIC to obtain SingPass or call CPF hotline: 1800-2271188. If you have not set up your 2FA, please note that it will take 7 to 10 working days for setup before you can transact online.

For Family members without official document of employment

Temasek Polytechnic
CCA SCHOLARSHIP & SPONSORSHIP APPLICATION
INCOME DECLARATION FORM

I, Mr/Mdm/Ms _____ NRIC No: _____

*parent/guardian/sibling/relative of _____ (applicant's name)

hereby declare that:

Pls tick where applicable:

My occupation is _____ and my current income is \$_____ per month.
(I enclosed my last six months CPF Contribution & Transaction History.)

I am currently unemployed.
(I enclosed my last six months CPF Contribution & Transaction History.)

I am a housewife with income of \$_____ per month.
(I enclosed my last six months CPF Contribution & Transaction History.)

I am a retiree with * pension/income of \$_____ per month.
(I enclosed my last six months CPF Contribution & Transaction History. Required only if you are 70 years old and below.)

I declare that the information provided above is true to the best of my knowledge. I understand that if any of the information provided is false or inaccurate, this application may be rejected by the Selection Committee.

The applicant also undertakes to refund the full value of this financial assistance received if any of the information above is subsequently found to be falsely declared.

Signature of Informant

Date

Do produce more copies for family members to declare their income (if necessary).

* Pls delete where applicable