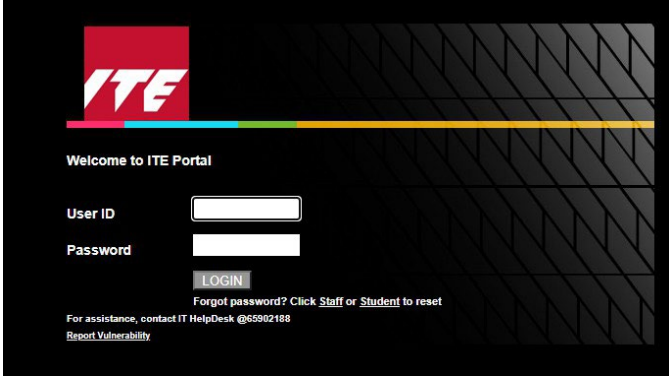
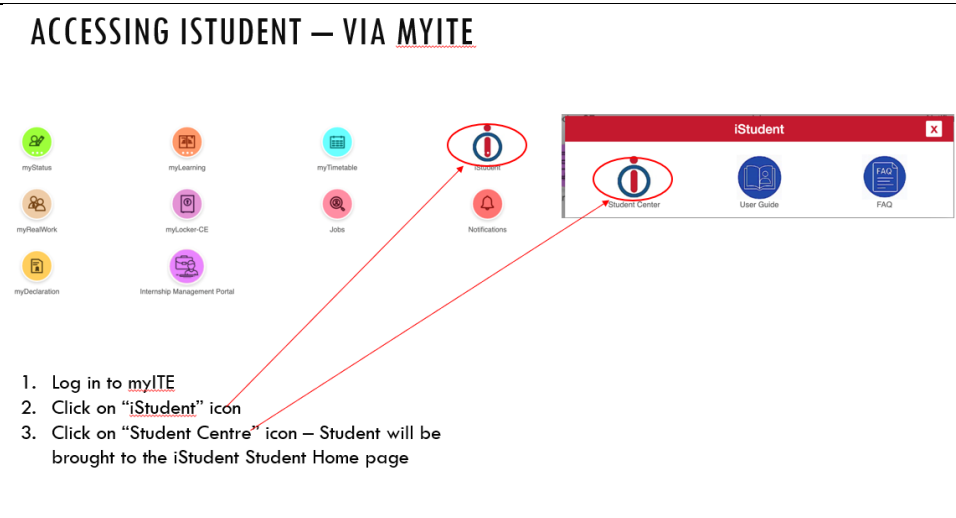
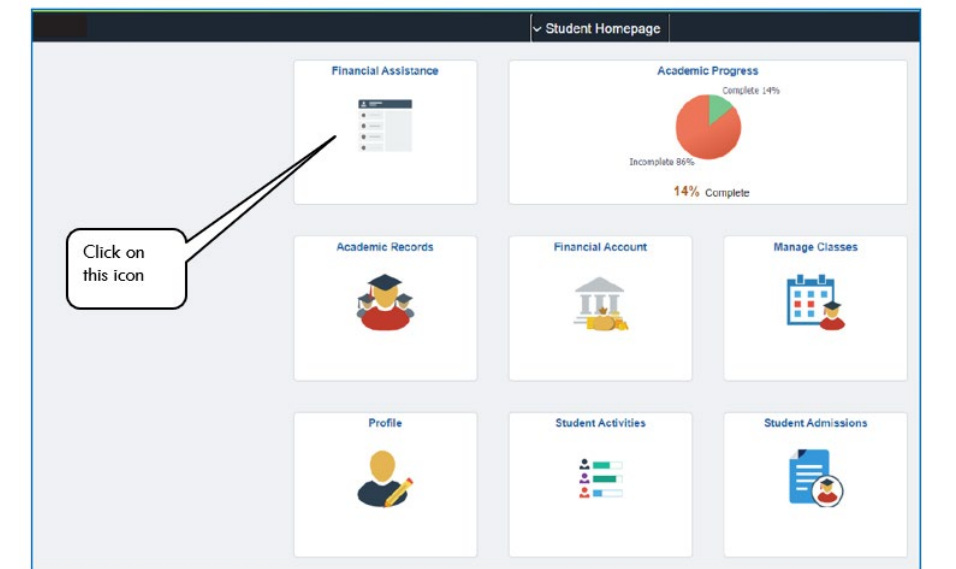


Step By Step Guide on Applying for Bursary/Financial Assistance

	<p>Step 1: Click Student Login and log in to ITE Portal</p>
<p>ACCESSING ISTUDENT – VIA MYITE</p>  <ol style="list-style-type: none">1. Log in to <u>myITE</u>2. Click on “<u>iStudent</u>” icon3. Click on “Student Centre” icon – Student will be brought to the iStudent Student Home page	<p>Step 2: Click on iStudent icon</p> <p>Step 3: Click on Student Centre icon</p>
	<p>Step 4: Click on Financial Assistance icon</p>

Step 5: Select Bursary/Financial Assistance and click “Next”

1. Read Instructions

- Complete the information in the table, listing all family members living with you in the same household.
 - For students who are single, your parents' information are compulsory and must be completed.
 - For married/divorced/separated students, your spouse's and children's information are compulsory and must be completed.
- For each of your working family member, please submit any one of the following documents, in pdf or jpg format:
 - Most recent 6 months CPF contribution history statement*;
 - latest income tax assessment*;
 - latest payslip (not more than 3 months old);
 - recently dated letter from employer indicating gross monthly income

*CPF contribution history statements and Income tax statements from CPF board and IRAS must be downloaded via Singpass in PDF format and upload to bursary application. Do note that the submitted documents must NOT be password protected
- Students will be notified via email if they are eligible for a subsidy under Opportunity Fund (OF) for the purchase of IT devices. To be eligible, Singaporean students must meet the income criteria (gross monthly household income (GHI) not exceeding \$4,400 or gross monthly household per capita income (PCI) not exceeding \$1,100) and have not received any subsidy from OF for the purchase of IT devices in the past 3 years.
- Please register your NRIC number to PayNow of your preferred bank account. The award will be paid to your bank account if approved. Please ignore this if you have already done so.

CANCEL NEXT

Step 6: Read instructions on how to complete the form and click “Next”

Particulars of Family Members

Marital Status as of Appl:

Please enter particulars of your immediate and non-immediate family members (see Notes 1 & 2 below)

Family Income	Comment	Relationship to Applicant	Name of Family Member	Age	Occupation/School	Marital Status	Gross Monthly Income (\$)	(see Note 3)
1	Father	FA_1	50	Technician	Married	3336.92		
2	Mother	M_2	43	Housewife	Married	50		
3	Self	SL_3	19	Student	Single	50		
4	Brother	B_4	16	Student	Single	50		
5	Sister	SI_5	15	Student	Single	50		

Notes:

- Immediate family members (may or may not be living together with you) will be your parents. If you are married/divorced/separated, it will be your spouse and children.
- Non-immediate family members (living with you) include grandparents, siblings (and their spouses if married), uncles and aunts (siblings of your parents), and any other relatives. If you are married/divorced/separated, it also include parents if they are living with you.
- Gross Monthly Income = Gross income (before deducting employee's CPF) from employment (basic salary, allowances, overtime pay, etc), self-employment or business, and other sources (e.g rent). If bonuses are declared, divide it by 12 and include in the gross. Reimbursement for transport and other expenses, alimony or maintenance allowance, and National Service (NS) allowance are excluded.

ADD A FAMILY MEMBER

Step 7: Fill in particulars of immediate family (may or may not be living with you) and non-immediate family (living with you)

Supporting Documents

Please upload any one of the following document, in pdf or jpg format, for each of your working family members:

- latest income tax assessment; or
- latest payslip (not more than 3 months old); or
- CPF contribution statement; or
- letter from employer indicating income.

Alternatively, you may submit a hard copy of the required documents to your College Customer & Visitor Centre by 28-Jun-2020

Family	NRIC	Attached File	View
1 Father - FA_1	S1112233A	S1112233A_att.pdf	View

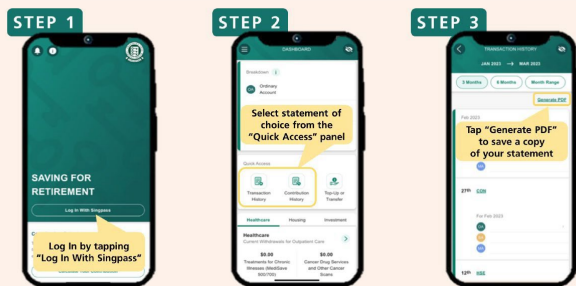
ADD ATTACHMENT

Step 8: Attach income documents of the family members or submit hard copy of the income documents to your College Student Services Centre.

Please refer to **Step 9** on how to download digital CPF statements using the CPF Mobile App.

Go to **Step 10** after attaching all income documents.

View and save a copy of your statements via the CPF Mobile App



Step 9: View and save a pdf copy of CPF Contribution History. Please do not submit hardcopy statement.

☐ I declare that all information and declarations provided by me in this application and in any supporting document attached is correct and true. A false information may constitute a criminal offence punishable under Section 182 of the Penal Code 1871 and the punishment for such an offence is imprisonment for up to two years or a fine, or both.

I acknowledge, understand, and accept that if any of the information or declarations provided by me in this application or in any supporting document is found to be false or incorrect:

- any offer of financial aid offered pursuant to this application may be withdrawn by ITE in its sole and absolute discretion;
- ITE shall be entitled to recover from me any amount of financial aid disbursed pursuant to this application as a debt immediately due and payable on demand; and
- I may be subject to disciplinary proceedings or any disciplinary actions as decided by ITE.

I consent that the data be shared with the donor for the purpose of rendering me or assessing my eligibility for financial or other assistance in future occasions; or for research studies or for any other purpose prescribed or permitted under Singapore law.

I have not received any government bursaries from any other institutions for the same academic year.

CANCEL

CONFIRM

Step 10: Check the declaration and click "CONFIRM"

Application for: Bursary/Financial Assistance

Acknowledgement Slip

Application Number: 59213

23/06/20 5:24:15PM

Career ITE Education

Program & Plan TED in Machine Technology - TED in Machine Technology

Admit Term 2016 April

Campus ITE College Central

Student Block RH1004N

Marital Status Single

Mobile 61234567

Email Address opr@student.ite.edu.sg

Details of other Scholarships or Financial Assistance

Please specify the details of scholarship, sponsorship, loans or financial assistance from ITE or other external sources you are applying or are in receipt of.

	Award/Scholarship Received	Award Type	Year of Award	Award Amount	Awarded by	Status	
1							

Supporting Documents

Please upload any one of the following document, in pdf or jpg format, for each of your working family members:

- latest income tax assessment; or
- latest payslip (not more than 3 months old); or
- CPF contribution statement; or
- letter from employer indicating income.

Alternatively, you may submit a hard copy of the required documents to your College Customer & Visitor Centre by 28-Jun-2020

Family	NRIC	Attached File	View
1 Father - FA_1	S1112233A	S1112233A_att.pdf	View

Important: Please read:

1. We will review your family income and inform you through email of the financial support that will be granted. You may be granted one or more of the following support depending on your eligibility:

- CDC & CCC-ITE Bursary
- MOE Bursary
- Special Student Assistance Scheme
- ITE Alumni Study Grant
- Monthly Financial Assistance

2. You can also view the outcome of your application through myPortal, or contact your College Student Services Department or the College Customer and Visitor Centre if you have further queries.

For Awards and Bursaries issued via bank cheques

Please note that the standard validity period for cheques, as stipulated by banks, is six months from the date of issuance as indicated on the cheque. Upon receiving the cheque after your successful bursary application, you are advised to deposit the cheque into your preferred bank account within the validity period. If you had been unable to deposit the cheque within the validity period, you can approach the Student Service Centre to explain your situation and request for the award / bursary to be re-issued, as well as return the expired cheque to the institution.

However, please note that you must do so within one year from the date of bursary cheque issuance. Any request to claim the award/bursary monies for cheques which have expired beyond one year after cheque issuance date will be rejected.

PRINT

FINISH

Step 11: Acknowledgement Slip will be created. Click on "Finish" to complete the application.

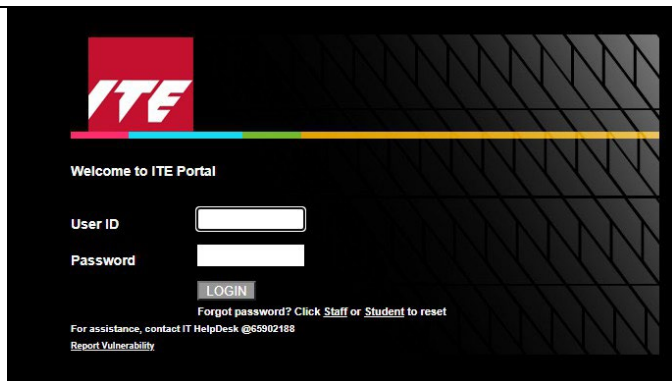
Location of Student Services Centre

College Central: Block A Level 3 Student and Career Service Centre

College East: Student Services Centre Administration Block, #01-03 (Beside Customer & Visitor Centre)

College West: Block 3 Level 2 Student Service Centre

How to Check Your Financial Assistance Status?



Step 1: Click Student Login and log in to ITE Portal

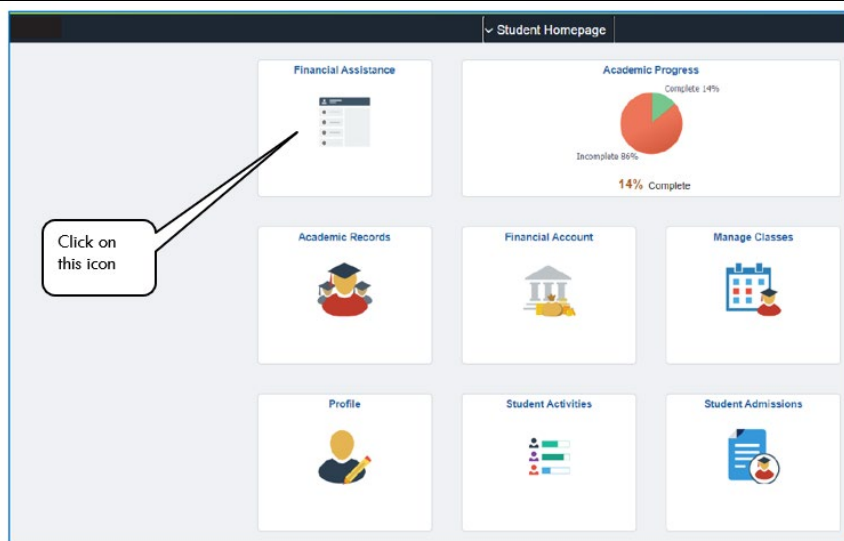
ACCESSING IStudent – VIA MYITE



1. Log in to myITE
2. Click on "iStudent" icon
3. Click on "Student Centre" icon – Student will be brought to the iStudent Student Home page

Step 2: Click on iStudent icon

Step 3: Click on Student Centre icon



Step 4: Click on Financial Assistance icon

Financial Assistance

Apply for Financial Assistance

View Financial Asst Appl Statu

View FAS Award Summary

OFPC Claim Submission

OFPC View Claim Status

JENC71

C7128710A

go to ...

Integrated Student Bursary/Financial Assistance System

Please choose an option to apply

Bursary/Financial Assistance

CANCEL

NEXT

Go to top

Step 5: Click on either:
“View Financial Assistance Application Status”
or “View FAS Award Summary”