## **Tuition Grant Scheme**

Freshmen Briefing 2024



## Overview

**Tuition Grant Scheme** 

**Obligation of Tuition Grant Recipient** 

**Tuition Grant Application** 

**Student Support and Guidance** 

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**Student Support and Guidance** 



**Tuition Grant (TG)** is a grant provided by the Government of Singapore to help students manage the costs of **full-time tertiary education in Singapore**.

2

The grant amount (inclusive of GST subsidy) depends on your course of study and citizenship.

3

It is **not compulsory** to take up TG. If you take up TG, you will **pay subsidised tuition fees** and be required to **serve a 3-year bond**.

## **Estimated School Fees:**

Type of Fee (per year)	Singapore Permanent Resident	International Student	
Unsubsidised Tuition Fees	\$24,600		
Subsidised Tuition Fees	\$6,200	\$12,000	

## Note:

Full-fee paying students (i.e., under **unsubsidised tuition fees**) will **not be eligible** for financial assistance schemes. For example CPF Education Loan Scheme or Tuition Fee Loan Scheme.

# Do I have to apply for TG if I have applied for Singapore citizenship and the outcome is pending?

## **Yes**, you should **apply** for TG if you:

- have not obtained Singapore citizenship at the point of the TG application period; and
- <u>are committed to serve</u> your bond regardless of the outcome of your application for Singapore citizenship.



Students who inform their institution of the change in citizenship to Singapore Citizen (SC) or Singapore Permanent Resident (SPR) after the commencement of a semester will also have to apply for TG. Fees for SC or SPR, will only apply with effect from the next semester.

## QUIZ

# Which group of TG recipients must fulfil the 3-year bond obligation?

- a) All TG recipients, regardless of their citizenship
- b) All TG recipients, except Singapore Citizens
- c) All TG recipients, except Singapore Permanent Residents
- d) All TG recipients, except International students



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## While studying, you are expected to:



**Ensure good conduct,** pursue your studies diligently and **complete** your course of study.



**Refrain** from taking part in activities that can cause embarrassment to Singapore and/or the institution.



**Notify** MOE immediately if you are **under investigation** for any criminal offence or disciplinary proceedings.



**Comply** with all the other terms of the TG Agreement.



You are required to fulfil your bond obligation by seeking employment and being employed full-time in a Singapore entity\* for 3 years immediately upon graduation.

\*Entity refers to a business or company registered with the Accounting and Corporate Regulatory Authority (ACRA), including an overseas subsidiary of a Singapore company.

You are required to hold a valid Work Pass^ to work in Singapore unless you are Singapore Permanent Resident.

^Quota of S Pass holders per company can hire is capped according to sector.



# What happens if I do not complete my course of study?

- You and your sureties will be liable to pay liquidated damages
   (LD) for the TG received.
- You are strongly advised to consider the implications of not completing your course. Speak first with a counsellor at your institution or contact MOE for advice.

The LD is computed based on the amount of Tuition Grant you received, plus 10% compounded interest per annum. Late payment interest charges will apply.



# Can I pursue further studies after graduation and serve my bond at a later date?

Yes. But you are required to **seek approval for bond deferment from MOE in advance** before finalising your plan for further studies.

You will also be required to put up a **Banker's Guarantee (BG)**, where the amount can be in the region of \$65,000 depending on the outstanding duration of your bond obligation at point of application. Pursuing further studies without MOE's approval will result in punitive action against you.

A second bond deferment will only be considered if you have served at least half of your bond period, i.e., 18 months.

# What will happen if I do not fulfil my bond obligation?



- You and your sureties will be liable to pay LD.
- If you do not duly pay the LD, punitive action will be taken against you, e.g. there will be **implications** on your application to work or stay in Singapore and late payment interest charges will apply.



## QUIZ

# Which of the following is your obligation as a TG recipient?

- a) Ensure good conduct, pursue your studies diligently and complete your course of study.
- b) Refrain from participating in activities that can cause embarrassment to Singapore or your institution.
- c) Seek and work in a Singapore entity for 3 years upon graduation.
- d) All of the above.



## QUIZ

# If you do not fulfil your bond obligation, you and your sureties will be liable for Liquidated Damages (LD). How is LD computed?

- a) Total grant amount received
- b) Total grant amount received, plus 8% interest per annum
- c) Total grant amount received, plus 10% interest per annum
- d) Total grant amount received, plus 10% compounded interest per annum

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## **TG Application Process and Timeline:**

01 PRE-APPLICATION	Completed
02 FRESHMEN BRIEFING	Today
O3 APPLY FOR TG	9 May 2024 to 20 May 2024
04 SIGN TG AGREEMENT	You are to complete the signing by 4 June 2024
05 CHECK TG APPLICATION STATUS	You will be notified via email upon award of TG

## **PRE-APPLICATION**

## A reminder to complete the 2 pre-application steps:

1

## **Get Singpass Ready**

If you do not already have a Singpass account, register for one as soon as possible.

<u>SingPass Registration User Guide for Students</u>

2

- a) Find 2 Sureties
- b) Gather their Information & Photo Identity Documents (ID) in advance







A surety is a person who jointly assumes the **liability** if you fail to fulfil your TG bond obligation.

Sureties should meet the following criteria:

- Must be above 21 and below 65 years of age
- Must not be an undischarged bankrupt
- Can be of any nationality
- ✓ Must <u>not</u> be a TG applicant or recipient with outstanding TG obligation

You are encouraged to get your immediate family to be your sureties.

## **Tuition Grant Application**



# Gather your Sureties' Information & Photo Identity Documents (ID) in advance



Information required from your sureties

- Full name (as per ID)
- NRIC/FIN/ UIN (if applicable)
- Date of Birth
- Passport or Foreign ID number
- Citizenship
- Contact number
- Postal address
- Unique Email Address



Keep a softcopy of your own and sureties' photo ID with proof of home country address and/or Singapore residential address

If the ID does not have the home country address, please also submit one of these:

1. A recent utility bill (e.g., electricity, water, qas, telephone) from the past three months

2. A recent bank statement from the last three months displaying the address

displaying the address, or,



## QUIZ

# What should be the age of your sureties at the point of signing the TG Agreement?

- a) Above 21 years old and below 55 years old
- b) Above 21 years old and below 65 years old
- c) Above 27 years old and below 55 years old
- d) Above 27 years old and below 65 years old



The TG application window will be open from

9 to 20 May 2024



## 04

## **SIGN TG AGREEMENT**

After submitting your application, you and your sureties will receive email notification to sign the TG Agreement (TGA) online.

You are to complete the signing by

4 June 2024

**Failure to complete the signing**of the TG Agreement.



You will

Pay unsubsidised tuition fee

for your entire course of study.

## QUIZ

# You have applied for TG but are billed the non-subsidised tuition fee. What could the possible reason be?

- a) You did not apply for TG within the application window.
- b) You did not sign the TG Agreement by the stipulated deadline.
- c) Your sureties did not meet the eligibility criteria.
- d) All of the above.

# I have submitted an application in TG&S portal. Can I make changes?

- You can login to the <u>TG&S system</u> to make changes during the application window.
- The changes should be made **before you sign the TG Agreement**.

If the application window has closed, please email Ngee Ann Polytechnic for assistance.

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It is normal to feel stressed, anxious, worried or sad sometimes.

If things get overwhelming and is affecting you and your studies, it's okay to reach out for help.

## Socio-emotional Well-being

- Speak with a Student Counsellor
- Self-care tools and resources on mental health
- Samaritans of Singapore: Call 1767

## **Education and Career Guidance**

- Resources and services for education and career decisions
- career\_services@np.edu.sg

## Questions?

Contact
Ngee Ann Polytechnic
<a href="https://www.np.edu.sg">https://www.np.edu.sg</a>

## **Ministry of Education**

- Website
- FAQs
- Submit enquiries at <u>TG Enquiry Form</u>





## **TUITION GRANT & SCHOLARSHIPS (TG&S)**

# TUITION GRANT APPLICANT GUIDE

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123	REGISTRATION AND LOGIN  SINGPASS LOGIN EMAIL LOGIN (FIRST-TIME LOGIN) EMAIL LOGIN (SUBSEQUENT LOGINS)  GRANT APPLICATION  1 PERSONAL PARTICULARS 2 STUDENTS CONTACT 3 FIRST SURETY 4 SECOND SURETY 5 DECLARATION  REVIEW AND SUBMIT APPLICATION

#### 1 IMPORTANT NOTES

- 1. The Tuition Grant and Scholarships (TG&S) is a portal for Tuition Grant (TG) applicants to submit their application and complete the necessary formalities to be successfully awarded with TG under the TG scheme or Service Obligation (SO) scheme.
- 2. All TG applicants or recipients must visit the TG&S portal at <a href="https://tgs.moe.gov.sg">https://tgs.moe.gov.sg</a> to submit their application or requests. Applicant will be required to activate your account through a password reset and will receive an email with the security code to complete the account activation process.
- 3. Each program in the TG&S portal requires you to fill out forms where each form is referred to as a task. You may complete the tasks in a particular program in any order. The following instructions apply to all tasks across the TG&S portal.
  - a) Read the task instructions on the screen carefully before entering data.
  - b) Click **SAVE & CONTINUE EDITING** to save the information as a draft OR
  - c) Click MARK AS COMPLETE if there are no other changes.

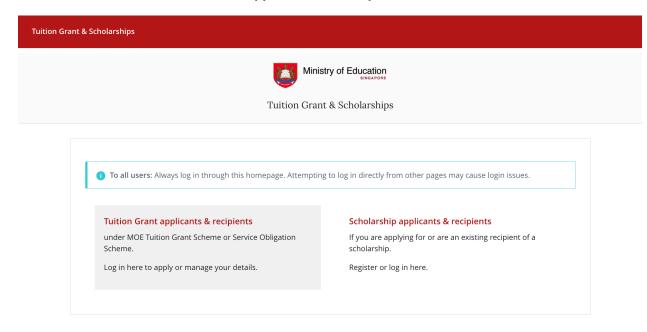
**SAVE & CONTINUE EDITING** 

MARK AS COMPLETE

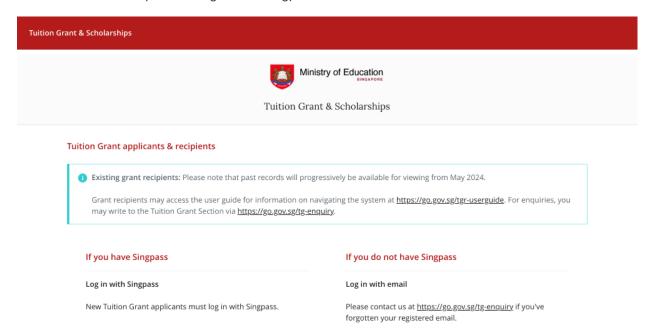
#### 2 REGISTRATION AND LOGIN

TG applicants and recipients can access the TG&S system as follows:

- 1. Visit TG&S at <a href="https://tgs.moe.gov.sg/">https://tgs.moe.gov.sg/</a>
- 2. Click on the box for Tuition Grant applicants and recipients.



3. You will find the options to log in with Singpass or email.



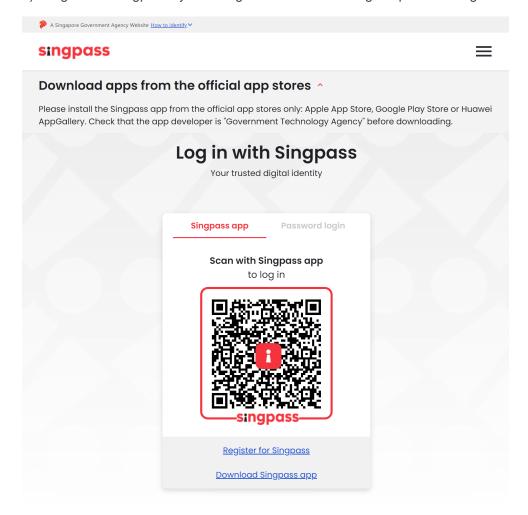
#### **IMPORTANT:**

- **NEW TG and SO applicants who log in for the first time MUST** log in via Singpass to complete and submit their applications. Subsequently, they can log in via Singpass or email.
- Existing grant recipients can opt to log in via Singpass or email.

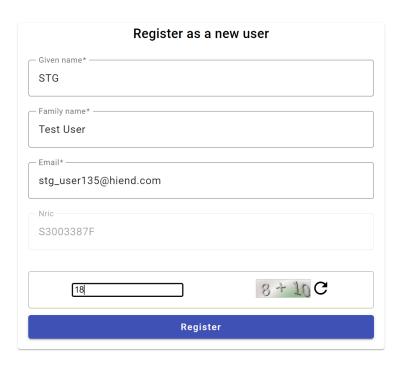
## 2.1 Singpass login

**NEW TG and SO applicants MUST log in via Singpass**. Existing grant recipients can opt to log in using Singpass too. Please follow these steps:

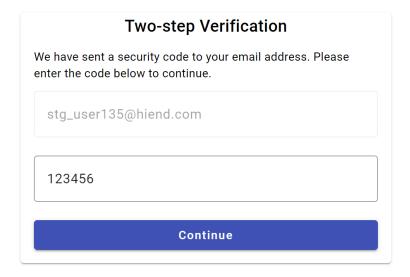
- a) Click Singpass login.
- b) Log in with Singpass by scanning the QR code or using the password login.



c) If your information has not been verified previously, you will be prompted to confirm your name and email.



d) A security code will be emailed to you. Please check your email to get the code.

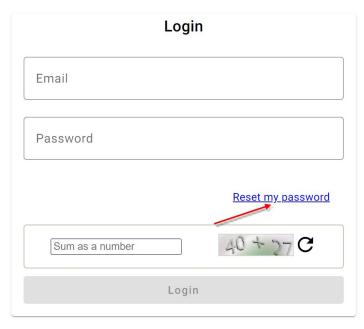


If you enter the code correctly, you will see the applicant portal's landing page.

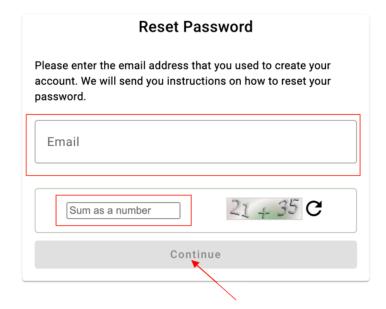
## 2.2 Email login (First-time login)

Existing grant recipient can refer to the following instructions to log into your account using your email. You must reset your password if you are using email login for the first time. Please follow the instructions below:

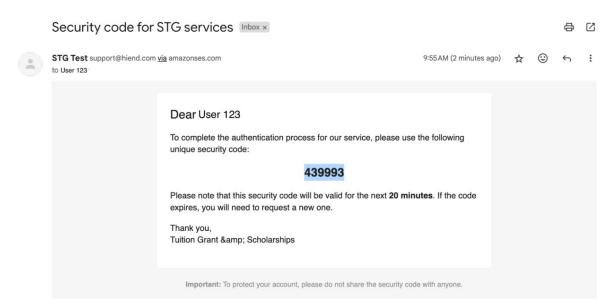
- a) Click Email login.
- b) Click Reset my password.



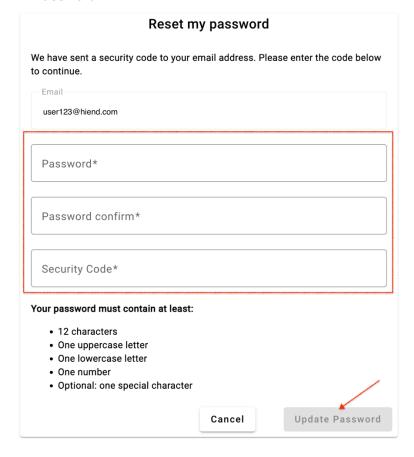
c) Enter your email address and the correct answer for the equation provided. Click Continue.



d) You will receive a security code by email.



e) Enter your new **Password** and the **Security Code** that you have received by email. Click **Update Password**.

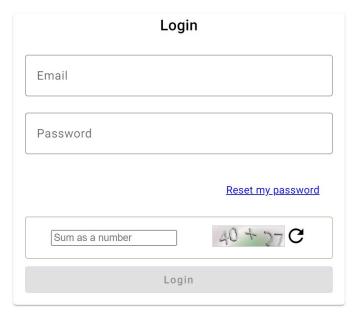


f) Login with the new password.

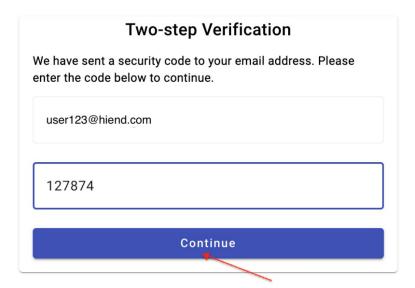
## 2.3 Email Login (Subsequent logins)

You can proceed to log in upon resetting your password as follows:

- a) Access the TG&S portal through <a href="https://tgs.moe.gov.sg">https://tgs.moe.gov.sg</a>.
- b) Click Log in to your account.
- c) Enter your email address and password. Click Login.



d) You will receive a security code by email. Enter the code and click **Continue**.

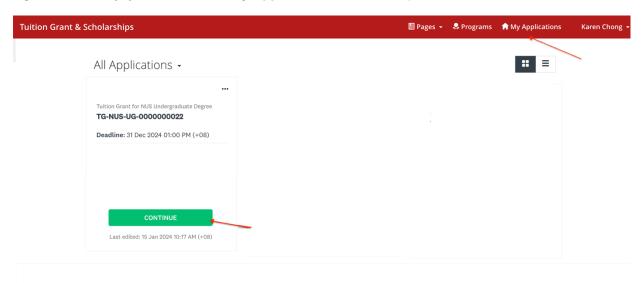


#### 3 GRANT APPLICATION

If you would like to accept the tuition grant under the TG scheme or Service Obligation (SO) scheme offered by your Institute of Higher Learning (IHL), you must submit and complete your application by signing the agreement via the TG&S portal. You will be able to see the application details when you log into your account.

#### 3.1 Access Application

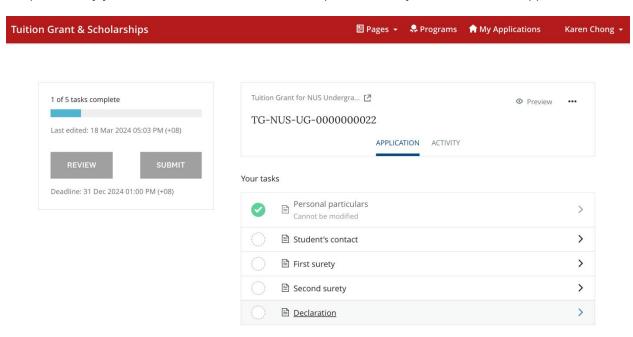
The application (depending on the scheme applicable to you) is listed on the home screen when you login. Alternatively, you can click the **My Applications** link in the top menu bar to see this screen.



#### a) Click **CONTINUE** to edit the application.

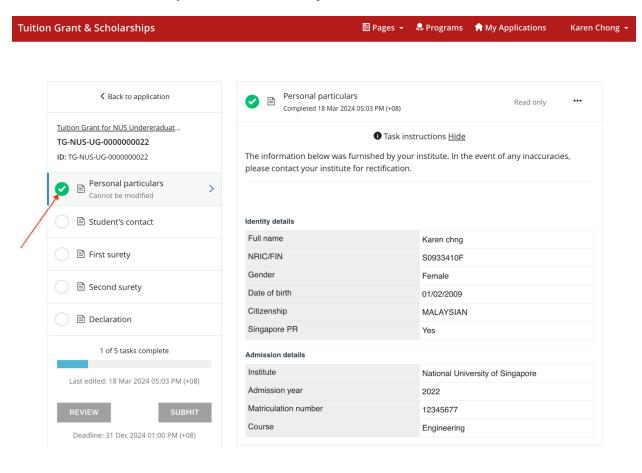
# Tuition Grant & Scholarships All Applications Tuition Grant for NUS Undergraduate Degree TG-NUS-UG-0000000022 Deadline: 31 Dec 2024 01:00 PM (+08)

b) The application screen displays a list of tasks you are required to complete before you can submit the application. The **Personal particulars** task has already been completed based on the information provided by your IHL. All other tasks must be completed before you can submit the application.



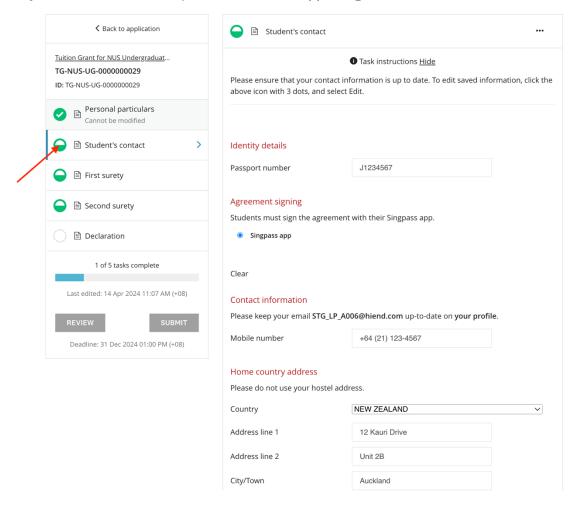
#### 3.1.1 Personal particulars

You can click the **Personal particulars** task to verify the details.



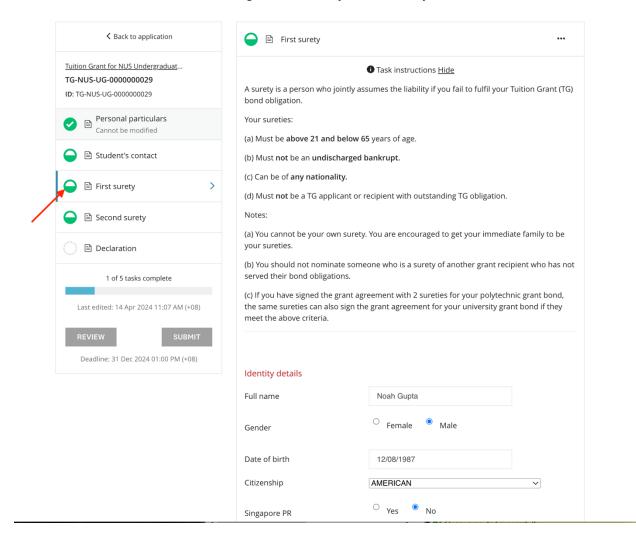
## 3.1.2 Student's contact

Enter your contact details and upload the relevant **Supporting documents**.



#### 3.1.3 First Surety

Enter the details of the individual who agreed to act as your first surety.

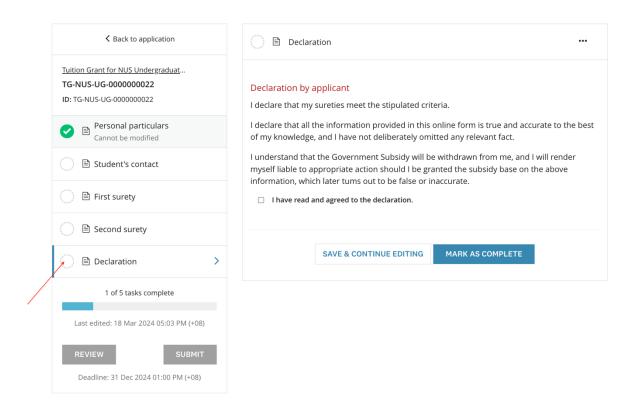


#### 3.1.4 Second Surety

Please repeat the same for the second surety.

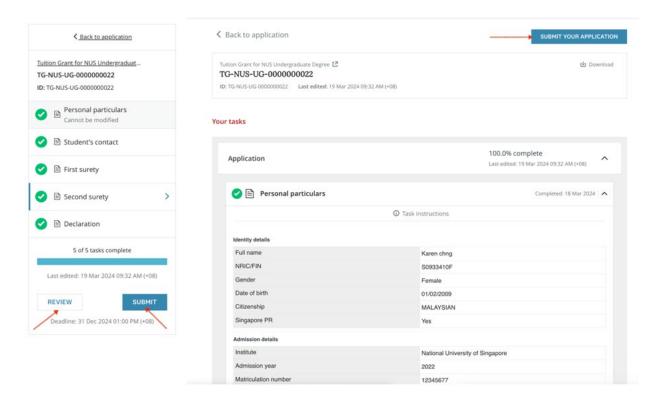
#### 3.1.5 Declaration

Read the declaration statement carefully before checking the box to make your declaration and complete this task.



#### 3.2 Review and Submit Application

- a) Once all tasks are marked as complete, click **Review** to review your application and check that all information provided is correct.
- b) Proceed to submit your application by clicking the **Submit** button on the Application screen or the **Submit Your Application** button on the Review screen.

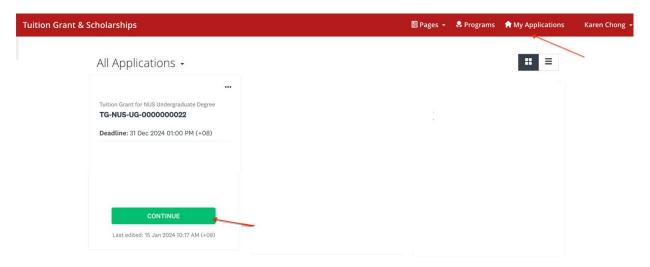


- c) You will receive an email notification confirming that your application has been submitted successfully.
- d) You and your sureties will receive email notifications to sign the agreement digitally after the application window has closed. The link to the digital agreement and signing instructions will be included in the email.

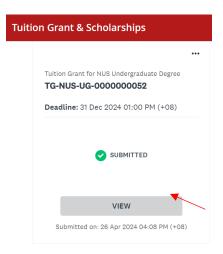
#### 3.3 Edit Application

If you were not able to complete your application in one sitting or would like to make changes to a submitted application (during the application window), you can retrieve the application from your account .

a) You will see the application listed on your dashboard after login. Click on **Continue**. You can now continue to complete and submit your application.



b) You will see the application listed on your dashboard after login. Click on **View**. You can now select the task to make changes.



To make changes to a task that you have already marked as complete.

- 1. Click on the specific task of the application that you want to edit.
- 2. Click on the " " " located at the top rightmost of the application screen and click on **Edit** from the options.
- 3. Once all edits are made and no further changes are expected, click on Mark As Complete.

