



CHARTERED INSTITUTE
OF TECHNOLOGY

SUBSIDY/TUITION GRANT APPLICATION FORM

(Strictly Confidential)

Important Instructions

- ▶ Please read the form carefully before filling in.
- ▶ Please ensure that all the information is completed in full.
- ▶ Please provide all the supporting certified documents. Incomplete information & documents will be rejected.

Please Paste
One Recent
Passport Size
Photo Here

Application For: (please tick one option below)

- Tuition Grant
 Subsidy

Part I: Programme of Study

| | |
|--------------------------|---|
| Name of Course: | Level: (Please circle the applicable level) Diploma / Postgraduate / Bachelor / Master |
|--------------------------|---|

Part II: Personal Particulars

| | | | | | |
|---|--------------------------|---|----------------|---|---------------------------------|
| Name (Mr / Mrs / Ms / Mdm): | | Name in Chinese (if applicable): | | NRIC/Passport No.: | Singaporean / PR Yes / No |
| Correspondence Address: | | Contact: Home Tel: Handphone: Email: | | Nationality: Place of Birth: Date of Birth: Age: | |
| Gender: Male / Female | Marital Status: | Religion: | Race: | Ethnic Group: | |

Part III: National Service Records (For Singapore Male Citizens only)

| | | | | |
|---|----------------------|----------------|------------------------|------------------------------|
| From (MM/YY): | To (MM/YY): | Rank: | Name of Camp: | Commanding Officer: |
| If I am exempted from National Service because: (please provide supporting documents) | | | | |
| <input type="checkbox"/> Medical Reasons | | | | |
| <input type="checkbox"/> Others | | | | |

Part IV: Family Particulars

Parents

| | | |
|----------------------|-------------------------|---|
| Father's Name: | Occupation: | Family Combined annual income (\$\$) <input type="checkbox"/> < \$30,000 <input type="checkbox"/> \$30,001 - \$50,000 <input type="checkbox"/> \$50,001 - \$80,000 <input type="checkbox"/> \$80,001 - \$100,000 <input type="checkbox"/> > \$100,001 |
| Date of Birth: | Name of Employer: | |
| Mother's Name: | Occupation: | |
| Date of Birth: | Name of Employer: | |

Siblings

| Name: | Gender: | Date of Birth: | Occupation: | Name of Employer or Education: |
|-------|---------|----------------|-------------|--------------------------------|
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Spouse

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|-------|----------------|------------------------|-------------|-------------------|
| Name: | Date of Birth: | Highest Qualification: | Occupation: | Name of Employer: |
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Children

| Name: | Gender: | Date of Birth: | School or Occupation: |
|-------|---------|----------------|-----------------------|
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Part V: Academic Particulars

Please fill in all your academic particulars from secondary, college, polytechnic, tertiary levels:
 Please attach copies of all your transcripts and certificates, including TOEFL or SAT or IELTS results (if any).

| Name of Institution: | Country: | Qualifications Obtained: | Year Awarded: | From: (MM/YY) | To: (MM/YY) |
|----------------------|----------|--------------------------|---------------|---------------|-------------|
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Part VI: Employment Particulars

Current Employment

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|---------------------------|-----------------------|--|
| Name of Company: | Designation: | Monthly Income / Allowance / Bonus S\$: |
| Address: | Tel: | Date Joined: |

Past Employment

| | | | | |
|---------------------------|-----------------------|--|---------------------|-------------------------------|
| Name of Company: | Designation: | Monthly Income / Allowance / Bonus S\$: | | |
| Address: | Tel: | Date Joined: | Date Left: | Reasons for Leaving: |
| Name of Company: | Designation: | Monthly Income / Allowance / Bonus S\$: | | |
| Address: | Tel: | Date Joined: | Date Left: | Reasons for Leaving: |
| Name of Company: | Designation: | Monthly Income / Allowance / Bonus S\$: | | |
| Address: | Tel: | Date Joined: | Date Left: | Reasons for Leaving: |

Part VII: Extra Curricular Activities Particulars

Please list and describe all of the extra-curricular activities you have participated in since your Secondary school days up to current (if any). Please attach any testimonial if you have.

| Date of Activities: | Position Held: (Note Any Leadership Position Held) | Description of Activities: | Organized By: | Place of Activities: | Awards Received: |
|---------------------|---|----------------------------|---------------|----------------------|------------------|
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Part VIII: Referees

Give particulars of two persons who know you well with regards to your character and work performance. Please do not include your family or relative members.

| Particulars: | First Referee: | Second Referee: |
|-------------------------|----------------|-----------------|
| Name of Referee: | | |
| Address: | | |
| Relationship: | | |
| Email Address: | | |
| Tel: (Home / Handphone) | | |
| Occupation | | |
| Years Known | | |

Part VIII: About Yourself

Please provide the following information about yourself on a separate sheet of paper. Limit yourself to 1 page.

1. Why do you want to pursue this area of study?
2. Do you intend to further your study after completing this course?
3. Why do you want to apply for this subsidy/tuition grant?
4. Give a short description of yourself:
 - character
 - personality
 - career goal
 - what have you achieved so far
 - what is your greatest achievement
 - how do your friends describe about you

Part X: Declaration

Please answer all the questions below:

- 1. Have you ever been convicted in a court of law locally and in any country? Yes / No
If Yes, please specify.....
- 2. Have you ever been dismissed or discharged from the service of any organization? Yes / No
If Yes, please specify the reason for being dismissed
.....
- 3. Have you had any serious health condition in the past or present that required special attention? Yes / No
If Yes, please specify.....
- 4. Have you, in the past or present, applied for any other subsidy/tuition grant? Yes / No
If Yes, please specify type of subsidy/tuition grant, amount awarded, date of awards, awarding body
.....

- ❖ I declare that to the best of my knowledge and belief the information supplied above is correct and complete. I acknowledge that the provision of incomplete, misleading or fraudulent information may lead to the review or rejection of this application.
- ❖ I declare that the application may only be used for purposes relating to my enrolment as a student by members of the academic and administrative staff of CITECH.
- ❖ I declare that I may be required to be interviewed by CITECH in order to access my eligibility for subsidy/tuition grant.
- ❖ I declare that I have the right to see and correct if necessary on the information I have provided.
- ❖ I declare that I will not engage in any illegal activities if I am enrolled into CITECH, failing which I will be expelled from CITECH or involved in any litigations or deported to my home country (applicable only for foreign students).
- ❖ I declare that I must complete the course of study within the specified time frame as a full time student and must not change the course study. In the event that if I failed to complete the course of study within the specified time, I will be required to compensate CITECH the subsidy/tuition grant amount plus administrative charges (if any).
- ❖ I declare that if I am awarded with the subsidy/tuition grant, I must not be awarded with another subsidy/tuition grant from any other awarding organization, failing which my subsidy/tuition grant awards will be withdrawn and will be required to compensate CITECH if deemed fit by CITECH.
- ❖ I declare that my subsidy/tuition grant award is subjected to review and renew by CITECH on a yearly basis base on my academic results and overall performance during the terms of study at CITECH.

Applicant’s Signature:.....

Date:

----- End of Application Form -----

CHECKLIST FOR SUBMISSION OF SUBSIDY/TUITION GRANT APPLICATION

Have you remembered to include the following documents in your submission?

- A certified true copy of your NRIC / Passport
- A certified true copy of NS certificate / medical supporting documents
- Certified true copies of your academic transcripts and awards from secondary school up to tertiary (if any) level
- Certified true copies of your TOEFL or IELTS or SATS results/certificates (if any)
- Certified true copies of awards / prizes and certificates (if any)
- Certified true copies of testimonials from your employers/schools
- Letter of other subsidy/tuition grant/tuition grant awards from other awarding organizations
- Letter of Descriptions about yourself
- Any other relevant documents which you think will help in your application
- 1 Passport Size Photograph

Please submit all of the above documents together with your application form and mail to:

Admission Officer
Chartered Institute of Technology
450 Telok Blangah Street 31,
Singapore 108943

Remarks: If you are selected for the subsidy/tuition grant awards, CITECH will notify you via post or contact you for any interview.