

## 1. Application Procedure

- a. Prepare all required supporting documents (if applicable);
- b. Submit an application at <https://for.edu.sg/np-faid> (Singpass login of student applicant is required);
- c. Check your NP Connect email for updates.

## 2. Eligibility Criteria

	Opportunity Fund Subsidy	Interest-Free Computing Scheme (inclusive of Opportunity Fund Subsidy for eligible students)
<b>Type of Programme</b>	Full-time diploma Polytechnic Foundation Programme	Full-time diploma Polytechnic Foundation Programme
<b>Citizenship</b>	Singaporeans only	All citizenships
<b>Household Income</b>	Gross Household Income of less than \$4,400 OR Per Capita Income of less than \$1,100	
<b>Award Amount</b>	\$400  Students are to pay for the purchase upfront, and the subsidy will be reimbursed upon successful application	Up to \$2,000 or the purchase price, whichever lower  The Opportunity Fund Subsidy (for eligible students) will be net off against the total loan amount repayable
<b>Others</b>	<ul style="list-style-type: none"> <li>• Notebook computers (including MacBooks) must be purchased from <a href="#">Ngee Ann Polytechnic-approved vendors</a></li> <li>• Purchases from external parties (including Apple resellers such as Challenger) will not be claimable</li> <li>• Application must be made within three months from the date of invoice/receipt date</li> <li>• Student must have not received this subsidy before during course of study</li> </ul>	<ul style="list-style-type: none"> <li>• Student may top up in cash the amounts for devices that cost more than the loan quantum;</li> <li>• The loan is only available for purchase of notebook computers from <a href="#">Ngee Ann Polytechnic-approved vendors</a>, and is not on a reimbursement basis</li> <li>• Upon approval of the application, students must first execute a loan account with DBS before purchasing their notebook computers</li> <li>• For full conditions of loan and information about loan repayment and guarantors, please click <a href="#">here</a>.</li> </ul>

3. **Gross Monthly Income** includes (a) employment income (such as basic salary, overtime pay, allowances, cash awards, commissions and bonuses), trade/ self-employed income, rental income and other declared income information. Payments-in-kind, reimbursement for transport and other expenses, alimony or maintenance allowance, and National Service (NS) allowance earned by NSF are **EXCLUDED**.

## 4. Supporting Documents to be Submitted with Application Form

### a. IDENTIFICATION DOCUMENTS

- **Applicant**

- NRIC of applicant (Both Sides)
- Offer Letter

- **Parents, Siblings & Other Family Members**

- NRIC of parents, siblings and other family members (Both Sides)
- 11B for full time uniform officer or NSF (Both Sides)
- Birth Certificate for those below 15 years of age

- **Other Relevant Documents, where applicable:**

- Letter of Declaration from parent or legal guardian stating residential address for family members on Visit Passes (*see page 6 for template*)
- Order of Court for divorce or legal separation **including** child care & control documents
- Marriage Certificate for re-marriage
- Death Certificate

### b. INCOME DOCUMENTS – [click here](#) for guide to generate CPF Contribution History and IRAS Notice of Assessment

- For family members who are **FULL-TIME STUDENTS**:

- EZ-Link or Student cards (Secondary / Polytechnic / JC / ITE / University)
- Letter from educational institution confirming enrolment of student (if awaiting entry to Polytechnic / ITE / University)

- For family members who are **EMPLOYED** (including part-time/ad-hoc employment):

- Pay slips for **recent 3 consecutive months, including bonus/overtime/mid-month payslips** OR;
- Employer's letter **dated within recent 3 months** with official company stamp

- For family members who are **EMPLOYED** but unable to provide payslips:

- CPF Contribution History for **the most recent 6 months** AND;
- Income Declaration Form (*see page 5 for form*) AND;
- Employment contract, or indicate first day of work on Income Declaration Form for those who have recently started their jobs within recent 3 months (if applicable)

- For family members who are **SELF-EMPLOYED** (e.g private hire driver, taxi driver, hawker or businessman):

- CPF Contribution History for **the most recent 6 months** (submit even if there are no contributions reflected) AND;
- IRAS Notice of Assessment for **Year 2023** AND;
- Income Declaration Form (*see page 5 for form*)

- For family members who are **UNEMPLOYED** (e.g. housewife, retiree):

- CPF Contribution History for **the most recent 6 months** (submit even if there are no contributions reflected) AND;
- Income Declaration Form (*see page 5 for form*) AND;
- Termination letter or Acceptance of Resignation letter, or indicate last day of work on Income Declaration Form for those who left their jobs within recent 3 months (if applicable)

### c. OTHER DOCUMENTS, where applicable

- For applicants applying for Opportunity Fund Subsidy (Reimbursement)

- Receipt or proof of purchase of an IT device from NP-approved vendor dated no earlier than three months from the date of application

- For family members suffering from medical conditions and are unfit for work

- Medical report or official letter from a certified medical professional

- For families receiving public assistance

- Official letter from local authority on assistance scheme(s)