

PRESCHOOL BURSARY APPLICATION FORM

Dear Preschool Centre Supervisor/Principal

We appreciate your support and cooperation in reaching out to Indian children (Singapore Citizens / Permanent Residents) who are from low-income families. The information requested below is essential for SINDA to process Preschool Bursary Application.

Only fully completed application will be reviewed and processed. Completed application will take up to 4 weeks to process. We request you to submit the application by end of each month.

**SINDA PRESCHOOL
BURSARY SCHEME**

- SINDA will assist up to 75% of the childcare fees capped at \$200 per month. The scheme is applicable after ECDA's approval of basic and additional subsidy.
- Parents who are enrolling their child for the first time in pre-school can avail themselves to SINDA's one time subsidy (Start-Up Grant) which will help to defray costs up to \$200 if the ECDA subsidy does not cover the full cost.
- Payment will be made directly to the preschool centre's bank account.
- Preschool Centre is required to acknowledge receipt of bursary funds from SINDA. Copy of receipt
- Please ensure that you have read and understood

ANNEX A- DATA PRIVACY NOTICE

ELIGIBILITY

- Child must be a Singapore Citizen or Permanent Resident of Indian Origin
- Child must be aged below 7 years old
- Child must be the first to the fourth born.
- Child must be enrolled in a registered Preschool Centre
- Child must be receiving the Basic and Additional Subsidy from ECDA before applying for SINDA's Preschool Bursary Subsidy
- Monthly gross family household income of \$7,500 and below or a monthly Per Capita Income of \$1,875 and below

**DOCUMENTS FOR
SUBMISSION**

- SINDA's Preschool Bursary application form
- Copy of child's Birth Certificate (BC)
- Copy of siblings' NRIC / BC
- Copy of parent(s) NRIC
- Copy of parent(s) latest 3 months' payslips
- Copy of parent(s) 3 months' CPF contributions
- Copy of divorce / death certificate (if applicable)
- Copy of GSIIA form from ECDA for the subsidy
- Copy of PSB Annex A

Application forms can be downloaded from SINDA's website at www.sinda.org.sg

For more information on the Preschool Bursary, kindly email us at clientservices-team@sinda.org.sg or call us at 1800 295 3333

The completed application form, together with all supporting documents to be scanned and submitted to: clientservices-team@sinda.org.sg



Singapore Indian Development Association

PRESCHOOL BURSARY APPLICATION FORM

*Please ensure all fields are correctly filled up

CHILD'S PERSONAL PARTICULARS

| | |
|--------------------------|---------------|
| Name (IN BLOCK LETTERS): | NRIC / BC NO: |
|--------------------------|---------------|

| | | |
|--|---------------------------------|--|
| Gender Male <input type="checkbox"/> Female <input type="checkbox"/> | Date of Birth ____/____/____ | Nationality Singaporean <input type="checkbox"/> Permanent Resident <input type="checkbox"/> |
|--|---------------------------------|--|

Religion: Hinduism / Christianity / Sikhism / Islam / Others (Please specify) _____

| | |
|---|---|
| PCI Requirement: To indicate number of siblings in the family: _____ To indicate the number of family members including the applicant staying in the same address : _____ | Parent/s Total Gross Income : _____ <small>* Gross monthly income refers to the gross monthly wages or salaries before deduction of employee CPF contributions and personal income tax. It comprises basic wages, overtime pay, commissions, tips, other allowances and one-twelfth of annual bonuses.</small> |
|---|---|

| | |
|---|--|
| Home Address: Block _____ Unit No. _____ Street Name _____ Postal Code _____ Home Telephone Number _____ | Mobile Telephone Number of Parent/s Father : _____ Mother : _____ Email address of Parent/s Father : _____ Mother : _____ |
|---|--|

DECLARATION AND AGREEMENT BY APPLICANT (WHETHER PARENT OR LEGAL GUARDIAN)

I, the applicant, hereby declare that the information provided above is accurate to the best of my knowledge. I undertake to refund the value of benefits received in respect of my child/children if any of the information is subsequently found to be false.

I have read the Annex A – Data Privacy Notice and understand that

- a. Personal data is collected for SINDA’s verification, processing and evaluation of bursary application and providing programmes and services;
- b. Data may be shared with other government agencies or partners for me/my family members to benefit from the various programmes and services they provide and
- c. When personal information of family members is shared, I confirm that they have been informed and have consented for sharing the same with SINDA

I agree to the contents of Data Privacy Notice (Annex A) and consent to the collection, use and disclosure of personal information as outlined in the notice

Signature of *Parent/Guardian

Date



Singapore Indian Development Association

PRESCHOOL BURSARY APPLICATION FORM

PRESCHOOL CENTRE / CHILD'S SUBSIDY DETAILS (To be completed by Preschool Centre.)

Name of Preschool Centre _____

Licence No. of Preschool Centre _____

Address _____

Telephone Number _____ Email _____

Contact Person Ms/Mr/Mrs/Mdm _____

Date of enrolment in Preschool Centre (DD/MM/YY) _____

Total monthly fee \$ _____

Basic subsidy \$ _____

Additional subsidy \$ _____

Amount payable by parent \$ _____

START- UP GRANT DETAILS (Please fill up if applying for SINDA's Start-Up Cost)

Registration Fee \$ _____

Deposit \$ _____

First month's fee \$ _____

Uniforms \$ _____

Insurance \$ _____

Total \$ _____

Amount to be paid by parent (if any) \$ _____

BANK DETAILS OF PRESCHOOL CENTRE

Bank Name _____

Branch Number _____

Account Number _____

Branch Name _____

Name of Centre Principal (CP)

Signature of CP and Preschool Centre Stamp

Date


 Singapore Indian Development Association
PRESCHOOL BURSARY

Name of Childcare Centre : _____
Bank : _____
Account No : _____
Branch Code : _____
Month Payable : _____ (Individual Month)

| S/No. | Name Of Child In Child Care | NRIC No. | Total Childcare Amount (Before Subsidy) | Basic Subsidy Amount (ECDA) | Additional Subsidy Amount | *Amount Payable by SINDA (To fill by centre administrator) |
|-------|-----------------------------|----------|--|--------------------------------|---------------------------------|--|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |

Total no. of Students: _____

Total Amount Payable to centre: _____

Name of Centre Supervisor : _____

Supervisor's Signature : _____

Email of Childcare Centre : _____

Centre Stamp : _____

Date : _____

*** Amount Payable By SINDA = (Total Childcare Fee - Basic Susidy - Additional Subsidy) x 75%**

To Be Completed By SINDA Official Only

CSU Officer (P) _____

CSU Officer (V) _____

Date _____

Date _____

PRESCHOOL BURSARY APPLICATION FORM

ANNEX A- DATA PRIVACY NOTICE

1. SINDA respects your privacy. In this application form, we have requested personal information of you / your child/ward (and your family members' personal information where applicable).
2. For us to assist you effectively, your personal information may be collected, used or disclosed for the following purposes:
 - a. Evaluation of your bursary application;
 - b. verification of background information;
 - c. general administration in providing our services or assistance;
 - d. monitoring our compliance;
 - e. sharing programmes/assistance schemes offered by SINDA;
 - f. evaluation and analysis of our financial aid and bursary;
 - g. understand and study the profile of the stakeholders for SINDA's policymaking and planning;
 - h. generate publicity materials for our events and programmes
 - i. any other purpose reasonably in connection with the above.
3. We may disclose your personal information to with other government agencies or partners of SINDA for you to benefit from the various programmes and services that may be provided by them. We have non-disclosure agreements with our partners to assure us that they will act in compliance with their personal data obligations and keep your personal information confidential.
4. If you have provided your family members' personal information, you confirm that they have been informed of the contents of this notice and have consented to the collection, use or disclosure of their personal information for the purposes stated in this notice.
5. We seek your assistance to update us if there are changes to the personal information you have provided so that we can update our records accordingly.
6. We have implemented generally accepted standards of technology and operational security to protect the personal data in our possession or under our control and to prevent unauthorised access, collection, use, disclosure, copying, modification, disposal or similar risks. All SINDA staff follows a network-wide security policy. Only authorised SINDA staffs are provided access to personally identifiable information and these personnel have agreed to ensure confidentiality of this information.
7. The terms of this notice shall be in addition to all other terms of the service or assistance that may apply to you. You may also find more information about SINDA's data policy at www.sinda.org.sg.
8. You have the right to withdraw your consent given hereunder, whether in part or as a whole. However, your withdrawal of consent could mean that we will not be able to continue with your child/ward's relationship with us. Should you wish to withdraw your consent, please send an email to our office at clientservices-team@sinda.org.sg
9. SINDA may at any time in their sole and absolute discretion request for additional information to (i) assess or reassess the financial situation of my household; and (ii) to reassess the financial assistance to be provided to my child/children in the course of the calendar year.