

SAFRA EDUCATION SCHEME SAA-GE-SAFRA SPONSORSHIP PROGRAMME

Closing Date for Application: **30 September 2019**
For Class Commencing :
Jan 2020 (for Diploma & Advanced Diploma) /
Aug 2020 (for UOL Degree)

Affix
Photo

To: The Executive
SAFRA Education Scheme
Membership Benefits Dept
SAFRA Mount Faber
2 Telok Blangah Way
Singapore 098803

This form is to be completed and returned to the above stated address on or before the closing date specified, together with supporting documents. Do not leave any item blank. If it is not applicable, please indicate N.A.

1 Personal Details

Name: _____
Address: _____
Postal Code: _____ Email address: _____
NRIC No: _____ Age: _____ Date of Birth: _____
Contact No: _____ (O) _____ (H) _____ (Pgr/HP)
Marital Status: _____ Membership Category: _____ Combined Household Monthly Income: _____

2 Application for Course

(Please tick only one course)

University of London International Programme

- Bachelor of Science (Hons) in Accounting & Finance
- Bachelor of Science (Hons) in Banking & Finance
- Bachelor of Science (Hons) in Business & Management
- Bachelor of Science (Hons) in Economics & Management

SAA Global Education

- Diploma in Business Management
- Advanced Diploma in Accounting and Finance
- Advanced Diploma in Business Management
- Diploma in Business (Mandarin)
- Advanced Diploma in Business (Mandarin)
- Diploma in Hospitality and Tourism Management
- Higher Diploma in Hospitality and Tourism Management
- Postgraduate Diploma in International Hospitality and Tourism Management

- i) Have you previously applied under the SAFRA Education Scheme? Yes No
- ii) If yes, which course? _____
- ii) Were you awarded the course sponsorship? Yes No

3 Other Particulars

- i) Rank _____ ii) Service/Force: Army/ Navy/Airforce (iii) No of ICTs completed: _____
- iv) Participation in SAFRA organised activities/ club activities (where relevant):
 (Please state event, date or name of club, position held and duration, and attach relevant supporting documents).

4 Present Employment Details

Company Name: _____
 Current Designation: _____ Dept/Division/Section: _____
 Gross Annual Salary: _____ No of years in Company: _____
 No. of employees reporting directly to you: _____ Indirectly: _____
 Description of your responsibilities: _____

5 Past Employment Record

In chronological order, starting with your most recent position in your present or last company

Name of Company	Designation	Gross Annual Income	From mth/yr	To mth/yr	No. of years/ months	Job Description

- a) Total No. of years of working experience since your first permanent job ___ years ___ months
- b) Total no. of years of working experience in accounting/finance function ___ years ___ months

6 Education Qualifications

University Degree Month/Year
 Title _____ From ____/____
 Institution _____ To ____/____

Polytechnic Diploma Month/Year
 Title _____ From ____/____
 Institution _____ To ____/____

GCE "A" Month/Year
 Name of School _____ From ____/____
 No. of 'A' Level subjects obtained : _____ To ____/____
 No. of 'AO' Level subjects obtained: _____

GCE "O" Month/Year
 Name of School _____ From ____/____
 No. of 'O' Level subjects obtained : _____ To ____/____

Other Qualifications Month/Year
 Name of Qualification _____ From ____/____
 Name of Institution _____ To ____/____

7 Declaration of Applicant

- i) I confirm that the information furnished here is true and correct and I will also abide by the rules and regulations stated overleaf.
- ii) My application for the course is attached together with certified true photocopies of my educational certificates, current salary slip and other supporting documents.
- iii) I will undertake to repay the pro-rated cost (Eg. course fee, registration fee etc) expended on my sponsored course should I cease my SAFRA membership, discontinue or fail to complete the course successfully.
- iv) I agree to release my personal particular to the Government of Singapore (e.g Ministry of Defence) for character, national defence (e.g in-camp training) checks.
- v) By submitting this application form, you agree to be bound by SAFRA's Privacy Policy as amended from time to time. (www.safra.sg/privacypolicy) You also authorise, agree and consent to allow SAFRA to disclose your personal data to
 - a. SAFRA's partner educational institutions for purposes of, including but not limited to sponsorship selection purposes.
 - b. SAFRA's Education Volunteer Committee members for the purpose of coaching and/or mentoring arrangements.

vi) If selected, I shall undertake to perform to my best ability and that I will present a professional conduct and image at all times for the duration of the programme. I also understand that I shall be required to inform SAFRA of my test/project/exam grades accordingly, upon receipt.

Signature of Applicant

Date

8 Particulars of Guarantor

Name: _____ NRIC: _____

Home Address: _____

Contact No: _____ (H) _____ (O) _____ (Pgr/HP)

Occupation: _____

9 Declaration of Guarantor

I agree to make good any default on the part of the said applicant to repay the pro-rated cost (e.g. course fee, registration fee etc) expended on the sponsored course should the applicant cease his SAFRA membership, discontinue or fail to complete the course successfully.

Signature of Guarantor

Date

NOTES

1. The SAFRA-SAA GLOBAL EDUCATION (SAA-GE) Education Scheme is open to all SAFRA Ordinary A (except NSFs), Ordinary B and Life members who can fulfill the basic SAA-GE admission criteria.
2. There is no bond attached to the scheme.
3. Applicants will be assessed according to their length of SAFRA membership, participation in SAFRA events/activity clubs, academic performance and working experience.
4. University graduates are also not eligible to apply for the scheme.
5. Applicants are allowed to apply for only one course under the Scheme at for each intake.
6. Certification of supporting documents may be made by your employer/company. In such cases please state the name, NRIC No. and designation of the person certifying the documents.
7. Priority will be given to applicant's combined monthly household income of less than \$3,000.
8. Previously sponsored candidates may apply again. However, priority would be given to first-time applicants.
9. Short-listed candidates will be required to attend an interview session.
10. Only successful applicants would be notified.
11. The term will commence in January 2020. No deferment is allowed.
12. Applications must be submitted on or before **30 September 2019**.

13. SAFRA shall not be liable to see through the completion of the sponsored candidates' course, should the sponsoring institution cease to operate or ends its agreement with SAFRA.
14. The decision of both SAFRA and SAA Global Education (SAA-GE) is final and no further correspondence will be entertained.

Application Checklist

Please submit the following documents:

Application Form (with passport sized photo taken within the last 1 year)	
<p>Certified copies of all education certificates, transcripts and reports showing grades awarded by institutions that you have completed or are currently pursuing. (All documents that are not in English are required to be translated and notarized)</p> <ul style="list-style-type: none"> <input type="checkbox"/> "O" Level / High School Certificate and Transcripts <input type="checkbox"/> "A" Level / Diploma and Transcripts <input type="checkbox"/> Degree of University / University Transcripts <input type="checkbox"/> Others certificates / transcripts 	
Documentary evidence of all co-curricular activities / academic honours / awards/ prizes, etc.	
Short Essay of not more than 800 words about your interest in the Sponsorship.	
Photocopy of passport or NRIC, and SAFRA membership card.	
Photocopy of relevant Financial Documents (Payment slips for past 6 months or lasted Income Tax Assessment Notices (if any), and printed statement of CPF contribution or family members)	
Photocopy of Certificate of National Service.	