

Recent Photograph of Applicant

SIET STUDY LOAN APPLICATION

Please tick the appropriate box	
<input type="checkbox"/>	Full time Diploma
<input type="checkbox"/>	Part time Diploma
<input type="checkbox"/>	Part time Degree
<input type="checkbox"/>	Full time Degree

INSTRUCTIONS

1. Please refer to cover page for eligibility criteria.
2. Please write clearly and legibly.
3. All columns must be filled in the spaces provided.
4. "NIL" or "N.A." entry must be written wherever applicable.
5. Tick the appropriate box where necessary.
6. * Delete where appropriate.
7. Application forms without proper supporting documents will not be processed.
8. Completed forms are to be returned to No 1 Beatty Road, #04-402, Singapore 209943.
9. Do take note that processing of the application would take up to 3 to 6 weeks.

Section A: Applicant's Particulars

Full Name (Block letter as in NRIC)

Date of Birth

*Gender: Male/Female

NRIC Number

Race

*Singaporean/Permanent Resident

Address

* House type: HDB/Condo/Landed

Mobile Number

Residence Number

Office Number

Email

Section B: Course Details

Name of Institution

*Current year of study

1st / 2nd/ 3rd / 4th

Duration of course

Years:

Months:

Course of study and qualification to be obtained

Course Commencement Date

Total course fee

Course Completion Date

Payment made to institution

Amount of financial assistance required

Yearly:

Per Semester:

Are you receiving any financial assistance from other organizations? * Yes/ No
If yes, please specify : _____

Section C: Name of last institution attended and qualification obtained

Name of institution	Duration of study	Qualification obtained

Section D: Educational Records - Latest Examination Results

Subject/Module	Score	Grade

Section E: Co-Curricular Activities in the last three years

Name of societies, committees or associations joined	Position/Role	Year

Section F: Employment Details of Applicant (Please state NA if currently unemployed)

Name of employer

Duration of service in present job

Years:	Months:
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Occupation/ Designation

Address of company

Monthly Income: Annual Income:

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Please tick the appropriate boxes

- Are you standing surety for another person/applicant
- Have you ever been bankrupt or become insolvent
- Are there any outstanding judgement/court cases against you

If yes, please furnish details

SECTION H: Consent and Declaration by Applicant

SINGAPORE INDIAN EDUCATION TRUST PERSONAL DATA PROTECTION NOTICE

1. COLLECTION OF PERSONAL DATA

The Singapore Indian Education Trust (“SIET”) helps needy and deserving Indians in Singapore advance in their education by providing financial assistance to them, including processing applications for the administering of loans and/or bursaries (“Financial Assistance”). To do so, SIET will necessarily need to collect, use, disclose and/or process certain personal data about the individual and other relevant third parties that he/she has submitted via an application for study loans or bursary awards (“Applicant”).

2. WHY WE COLLECT, USE, DISCLOSE OR PROCESS YOUR PERSONAL DATA

SIET collects, uses, discloses and/or processes personal data for the following purposes:

- (a) processing the Applicant’s application for Financial Assistance, including evaluating his/her eligibility;
- (b) making of offers of Financial Assistance to successful Applicants;
notices to the Applicant;
- (d) carrying out due diligence or other screening activities, including background checks, in accordance with legal or regulatory obligations or risk management procedures that may be required by law or that may have been put in place by SIET, including obtaining income tax statements of the Applicant’s guardians or parents, and other relevant information about the Applicant;
- (e) responding to any enquiries by the Applicant;
- (f) administering or managing the Financial Assistance programmes, which may include the use of personal data for direct marketing purposes for development and fund-raising activities and disclosure of personal data to donors and/or external organisations for the purpose of event invitations, surveys and/or publicity of SIET’s Financial Assistance programmes;
- (g) investigating (suspicions of) fraud, misconduct, any unlawful act or omission relating to the Applicant’s application for Financial Assistance;
- (h) responding to requests for information from public agencies, ministries, statutory boards or other similar authorities from time to time;
- (i) carrying out market-related or similar research and analysis for SIET’s operational strategy and policy planning purposes; and
- (j) if consented to by the Applicant in the application form and/or other methods of consent notification, sending the Applicant such materials and information on SIET’s activities from time to time.

3. WHO WILL HAVE ACCESS TO YOUR PERSONAL DATA

to the following parties:

- (a) to any person or organisation where required by law or pursuant to an order of court of competent jurisdiction;
- (b) to third party providers or agents (who may be located inside or outside of Singapore) engaged by SIET to provide services necessary for one or more of the purposes set out in Clause 2; and
- (c) SIET’s external auditors, consultants, lawyers or other professional advisors.

4. PROTECTION OF PERSONAL DATA

(a) To safeguard the Applicant’s personal data from unauthorised access, collection, use, disclosure, copying, modification, disposal or similar risks, SIET has introduced appropriate administrative, physical and technical measures such as up-to-date antivirus protection, encryption and the use of privacy filters to secure all storage and transmission of personal data by SIET, and disclosing personal data both internally and to SIET’s authorised third party service providers and agents only on a need-to-know basis.

(b) The Applicant should be aware, however, that no method of transmission over the Internet or method of electronic storage is completely secure. While security cannot be guaranteed, SIET strives to protect the security of the Applicant’s information and are constantly reviewing and enhancing its information security measures.

5. APPLICANT’S RIGHT OF ACCESS AND CORRECTION

I acknowledge that I have read and understood this Data Protection Notice, and consent to the collection, use and disclosure of my personal data by SIET for the purposes set out in this Data Protection Notice.

Declaration from applicant	
1	The particulars contained in this application are true and accurate.
2	I will attend an interview with the approving panel when required.
3	I understand that the acceptance of this application by SIET does not bind SIET to approve the application and that SIET is at liberty to reject the application without assigning any reason for doing so.

Applicant's Signature

Date

Section I: Details of sureties (1)

Full Name (Block letter as in NRIC)

Date of Birth

***Gender: Male/Female**

NRIC Number

***Singaporean/Permanent Resident**

Race

Relationship to applicant

Address

Mobile Number

Residence Number

Office Number

Email

Employment details (1)

Name of employer

Duration of service in present job

Years:	Months:
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Occupation/ Designation

Address of company

Monthly Income:

1	I am not an undischarged bankrupt or have any outstanding judgement against me.
2	I hereby declare that the information given above in this application is true and correct, and that I have not wilfully suppressed any material fact.
3	I also further undertake to be jointly and severally liable in the event of any default on the repayment terms of the interest free study loan granted for the applicant.
4	I further declare that I will inform SIET if there are any changes to my employment status and contact details.

Surety (1) Signature

Date

Section J: Details of sureties (2)

Full Name (Block letter as in NRIC)

Date of Birth

*Gender: Male/Female

NRIC Number

*Singaporean/Permanent Resident

Race

Relationship to applicant

Address

Mobile Number

Residence Number

Office Number

Email

Employment details (2)

Name of employer

Duration of service in present job

Years:	Months:
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Occupation/ Designation

Address of company

Monthly Income:

1	I am not an undischarged bankrupt or have any outstanding judgement against me.
2	I hereby declare that the information given above in this application is true and correct, and that I have not wilfully suppressed any material fact.
3	I also further undertake to be jointly and severally liable in the event of any default on the repayment terms of the interest free study loan granted for the applicant.
4	I further declare that I will inform SIET if there are any changes to my employment status and contact details.

Surety (2) Signature

Date

Section K: Checklist			
I have attached/submitted a photocopy of each of the following	Yes	N.A	Official Use
1. Applicant's Birth Certificate/NRIC/Passport			
2. "O"/ "N"/ "A" Levels Certificate			
3. Latest Examination Results			
4. Short Essay (Reason for pursuing course, Goals, Aspirations and Career Path)- Less than 100 words			
5. Letter of Offer from Institution			
6. Course Fee Breakdown			
7. NRICs' of immediate family members and individuals living in the household			
8. Certificate of Death (If Applicable)			
9. Certificate of Divorce (If Applicable)			
10. 6 Months CPF Contribution History or 3 Months Payslip or Tax Assessment Returns for all adults in the household			
11. If you have applied for other financial assistance, please attach relevant documents			
Information required from Sureties			
12. Copy of NRIC Surety (1) & Surety (2)			
13. 6 Months CPF Contribution History or 3 Months Payslip or Tax Assessment Returns of Surety (1) & Surety (2)			

For Official Use Only		
Checked by:		
Verified by:		
Remarks:		
Status :	Approved	Not Approved
Date:		