



# SENGKANG METHODIST CHURCH BURSARY PROGRAMME For School Year 2022

## Frequently Asked Questions

### 1. Eligibility Criteria

#### **What is the eligibility criteria for the Sengkang Methodist Church's (SKMC) Bursary 2022?**

The SKMC Bursary 2022 criteria are as follows:

- 1) Applicant must be a Singapore Citizen or Singapore Permanent Resident;
- 2) Applicant must be studying in either a government or government-aided Primary School or Secondary School for academic year 2022;
- 3) Applicant's family Per Capital Income (PCI) must not exceed **\$800** per person; and
- 4) Applicant must not be receiving any other scholarship or bursary for the academic year 2022.

### 2. Bursary Award Values

#### **What are the values of the Bursary Award for School Year 2022?**

The Bursary Awards for School Year 2022 are valued at:

- 1) Primary School: \$300
- 2) Secondary School: \$400

### 3. Bursary Plus

In addition to the Bursary Award, students who show academic improvement in the previous academic year will be considered for Bursary Plus Award. The criteria for Bursary Plus:

- 1) Open only to students with Oikos 'Play & Learn' Programme and have attended classes regularly in year 2021.
- 2) For students at Primary level 4 to 6 and Secondary level 2- 5 in academic year 2022
- 3) Students must obtain a pass grade and show an improvement of at least 10% in the results in the academic year 2021
- 4) Applicants must submit a copy of the school result for academic year 2021.

The value of the Bursary Plus is \$100 for both primary and secondary level students.

### 4. Application Procedure and Process

#### **Whose name should I put as the "Name of Applicant" in the application form?**

The full name of the pupil or student applying for the bursary should be indicated.

#### **When is the application period for SKMC Bursary 2022?**

Application window opens: 25 October 2021.

Application deadline: 19 November 2021 at 2.00 pm.

***NOTE: applications received after deadline will not be processed.***



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### Where can I get the application form?

The application form will only be available from **25 Oct 2021**.

You may get a copy of the application form from SKMC's security counter at Level 1 at 31 Anchorvale Road Singapore 545056 during office hours from Mondays to Fridays, 9am to 5pm. Alternatively, you may download the application form from SKMC's website at [www.skmc.org.sg](http://www.skmc.org.sg)

Please fill in the application form completely and accurately, attaching all required documents before submitting to SKMC.

**NOTE: Incomplete applications will not be processed.**

### What must I submit along with the application form?

Please attach photocopies of Applicant's following items:

- 1) Birth Certificate or NRIC;
- 2) Parents' or Guardians' NRICs;
- 3) Parents' or Guardians' payslips or CPF Contribution History for the last 12 months;
- 4) Supporting medical documents (if any), including long term medical certificates, medical condition cards and medical reports, for caregivers of applicant and/or family members residing in the same residence.
- 5) A copy of the student's result for school year 2021 for Bursary Plus. This is applicable only for applicants who are students in Oikos "Play and Learn" programme.

### Who must I get to endorse my application form?

The application form **MUST** be endorsed by at least **ONE** of the following parties:

- 1) The Social Worker of your nearest Family Service Centre, **or**
- 2) The Administrator of the applicant's school.

### How many applications can my family submit?

Maximum of 3 applications per household.

Each applicant must submit all of the items as individual sets.

Please note that only applications that meet the eligibility criteria will be considered for the bursary.

### How do I submit the application form?

You may mail the completed application form directly to:

SKMC Bursary Programme  
Sengkang Methodist Church  
31 Anchorvale Road  
Singapore 545056

**OR** via the Family Service Centre or School that endorsed your application (please check with them if they can assist to mail in the submission).

**NOTE: application via digital submission or fax will NOT be accepted.**



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### **Submission by hand**

This can be made to SKMC at the security counter at Level 1 between Monday to Friday, during office hours from 9.00 am to 5.00 pm.

**All applications must be received by 2.00 pm on 19 Nov 2021. Applications received after that will NOT be considered.**

***NOTE: Due to the Covid-19 situation, all applicants who come in person to SKMC's premise must comply with the safety management regulations that are imposed by the authorities at that time. Those who do not comply with such regulations will be denied entry into the premise.***

### **5. Application Outcome/Disbursement of Cheques**

#### **When will I know if I have been successful in my application?**

Due to the number of applications, we will not advise on your application status during the application period.

#### ***Only successful applicants will be informed.***

A letter with further instructions and an invitation to a Bursary Presentation Ceremony will be posted to successful applicants. Successful applicants are required to attend the ceremony.

SKMC Bursary 2022 Awardees will receive their Bursary cheque on the day of the Bursary Presentation.

The cheque(s) will be disbursed by Sengkang Methodist Church in the applicant's NRIC/BC name. Your contact details will be provided to the church for administrative and cheque disbursement purposes.

### **6. Declaration/Consent**

#### **How do I withdraw consent for SKMC to collect, use, disclose and/or process my personal information as set out in the Bursary Application Form?**

##### **Declaration**

I declare that the details furnished are true and correct to the best of my knowledge, and I undertake to inform you of any changes immediately. In case any of the information above is found to be false, untrue, misleading or misrepresenting, I am aware that I may not be assisted through the SKMC Bursary Programme. I am aware that the Bursary is given for the purpose of education-related expenses.

##### **Consent**

In administering and providing the SKMC Bursary Programme to you, SKMC may collect, use, disclose and/or process personal information about you as set out in the Bursary Application Form or otherwise provided by you or possessed by SKMC.

Such personal data will be collected, used, processed by SKMC for the following purposes: -



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- 1) processing your application for the SKMC Bursary Programme;
- 2) evaluating your suitability or eligibility for the SKMC Bursary Programme;
- 3) administering the provision of the SKMC Bursary to you by SKMC and its affiliates, and/or managing your relationship with SKMC; and/or
- 4) as required by laws and regulations.

In connection with the purposes set out above, your personal data may/will be disclosed by SKMC to persons including social workers, hospitals, governmental bodies, other voluntary welfare organisations, and/or cheque disbursement partners, inclusive of Methodist Churches.

By signing this consent, you hereby consent to SKMC collecting, using, processing and/or disclosing your personal information for the purposes as described above.

Under the Personal Data Protection Act 2012, you have a right to withdraw your consent, to request access to or correction of your personal data. If you wish to exercise these rights, please write to [office@skmc.org.sg](mailto:office@skmc.org.sg) with the following details:

- your name, correspondence address, contact number, and
- details of the request.

### **What happens If I decide to withdraw my consent as stated above?**

Please note that you may not be awarded the SKMC Bursary should you decide to withdraw your consent.

In addition, SKMC reserves the right to withdraw payment should it be discovered that the applicant had been awarded other Bursaries for the 2022 school year.

## **7. Other information**

### **When must I bank in the cheque by?**

Each cheque will have a validity period of 6 months from the issue date. All applicants must bank in their cheque(s) as soon as possible. Cheques that have expired will **not** be reissued.