



SAFRA EDUCATION SCHEME SAFRA-SIM GLOBAL EDUCATION



Closing Date: 30 September 2024

To: Elaine Ong
 SAFRA Education Scheme
 Membership Benefits Department
 SAFRA Mount Faber
 2 Telok Blangah Way
 Singapore 098803

Please attach a photograph of yourself taken within the last 1 year

PLEASE READ THESE INSTRUCTIONS CAREFULLY.

1. This form is to be completed and returned to the above address on or before closing date specified, together with supporting documents.
2. Do not leave any item blank. If it is not applicable to you, indicate N.A.
3. For those items accompanied by an *, please circle the appropriate item.

1. COURSE APPLYING FOR		
Are you a current student? Yes / No		
SIM Diploma programmes (Full-time) (January or April 2025 intakes)		
	Diploma in Accounting	
	Diploma in Banking and Finance	
	Diploma in International Business	
	Diploma in Information Technology	
	Diploma in Management Studies	
2. PERSONAL PARTICULARS		
Full Name (In block letters, underline surname and alias if any):		
Dr/Mr/Miss/Mrs/Mdm*		
Nationality:	Race/Ethnic Group	Passport Number/NRIC*:
Marital Status: Single / Married/ Divorced / Widowed *		Country of Issue:
Date of Birth (dd/mm/yy):	Age:	Place of Birth:
Home Address:		Country:

Address for Correspondence (if different from above):		Country:
Home Tel:	Mobile No:	
Office Tel:	E-mail Address:	

3. FAMILY BACKGROUND
Please include the particulars of your immediate family members and if you are married, the particulars of your spouse and children.

Name	Age	Occupation, Name of Employer/School	Relationship to Applicant	Citizenship	Marital Status

4. NATIONAL SERVICE DETAILS

Service Outfit: Singapore Army / RSAF / RSN / SPF / SCDF	Rank:	No. of ICT Completed:
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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)

5. EDUCATIONAL QUALIFICATIONS

Please provide all details of education (i.e. Junior College, High School, Polytechnic, University or Institute) that you have completed or are currently pursuing. **Certified copies** (in original language with English translation, if applicable) of all certificates, transcripts or reports showing grades awarded **must be attached**.

Qualification	Year Obtained	Institution, Country	Results	
GCE 'O' Levels			Best 5 including English	
			English Grade	
GCE 'A' Levels			H2 Grades	
Diploma(Polytechnic), Name of Diploma			Cumulative Graduating GPA	

6. OTHER QUALIFICATIONS/SPECIAL COURSES

7. SPONSORSHIP/PRIZES/AWARDS

Please provide documentary evidence of all awards

Year	Type of Award (For sponsorships, please indicate the type, duration, value & bond if any)

8. CO-CURRICULAR ACTIVITIES (CCA) Eg. Sports, Arts, Student Clubs etc

Please submit copies of documentary evidence

Period of involvement		Type of Activities	Level of Participation and position held
From	To		

9. Discuss briefly what you learnt and what contributions you made in these CCA.

10. EMPLOYMENT HISTORY (if applicable, including part-time and vacation jobs)

Years of Working Experience : () years

Name/ Address of Employer	Position Held	From	To	Nature of job/duties

11. CAREER OBJECTIVES

What sort of career would you be looking for?

12. ESSAY (Please note that this essay is an important part of your application)

In a separate attachment, write a short essay in not more than 800 words, tell us about yourself and your interest in this sponsorship.

13. Answer the following questions by deleting “Yes” or “No” in the boxes provided. If “Yes” give details in the right hand margin.

1. Have you ever been charged with any offence or convicted by any Court or detained by the authorities under the provisions of any law in any country? (Important: Please note you must give full details of any charges made against you even if you were eventually acquitted by the Court).	Yes/No	
2. Has any bankruptcy action ever been taken against you?	Yes/No	
3. Has any Court judgement or order ever been made against you ordering you to pay a debt to someone?	Yes/No	
4. Have you signed a promissory note or an acknowledgement of indebtedness for which the amount pledged has not already been fully repaid?	Yes/No	
5. Have you ever been employed in any capacity with SIM, its predecessors or its subsidiaries? Give designation, period of employment and reason for leaving.	Yes/No	
6. Have you applied on any previous occasions for sponsorships or employment in any capacity with SIM? Give date and position applied for.	Yes/No	
7. Have you any relative in SIM? If yes, please give designation, name and relationship.	Yes/No	
8. Have you suffered from any mental illness or any physical illness or disability for which you have received medical treatment? (e.g. diabetes, tuberculosis, epilepsy, etc)	Yes/No	

14. ANY OTHER RELEVANT INFORMATION

15. DECLARATION

By submitting this application, I confirm that: (a) the information provided by me is true and correct, (b) I consent to SAFRA's collection, use and disclosure of my personal data for the purposes set out in SAFRA's Privacy Policy (www.safra.sg/privacy-policy) relating to membership / interest group / events / use of services and facilities (as may be applicable) and SAFRA's general business purposes, as amended from time to time, which outlines how SAFRA manages my personal data in accordance with the Personal Data Protection Act 2012; and (c) where Personal Data of any third party is provided by me, I have obtained the consent of the third party to our collection, use and/or disclosure of those Personal Data. 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.

By providing the information in this form, I have given consent that the information be used for the processing and evaluation of my application by SIM Global Education and/or University Partners. For confirmed students, the information provided here will be used for the provision of student support and administrative services to you. In addition, this information will be stored by us and used for the dissemination of information including services, events and products offered by SIM Global Education that may be of interest to you. For more information on our data protection policy, please refer to <https://sim.edu.sg/about-sim/Pages/DataPrivacy.aspx>.

I declare that the information on this form is correct. I understand that any offer of a place is subject to my acceptance of the University's term and conditions. I accept that if I do not fully comply with these requirements, SIM Global Education and University Partners reserve the right to cancel my application. I agree that University Partners may record and process the information contained in this form for statistical and administrative reasons in accordance with the aforementioned Act.

Signature: _____

Date: _____

NOTES

1. The SAFRA-SIM GLOBAL EDUCATION Scheme is open to all SAFRA Ordinary A (except NSFs), Ordinary B and Life members who can fulfill the basic SIM admission criteria.
2. There is no bond attached to the Scheme.
3. False particulars or wilful suppression of material facts will render you liable to disqualification, or, if awarded, to revocation of and/or appropriate legal proceedings.
4. SIM does not enter into correspondence with regard to the reasons for non-selection of candidates.
5. University graduates are not eligible to apply for the Scheme.
6. The Sponsorship is open to new incoming students pursuing a SIM diploma programme in SIM Global Education.
7. Applicants will be assessed according to their length of SAFRA membership, participation in SAFRA events/activity clubs, academic performance and working experience.
8. Applicants are allowed to apply for only one course under the Scheme for each intake.
9. Copy of the original pay-slip or letter from the employer must be attached for each working family member, including the applicant. Where pay-slip is not available, a printed statement of CPF contribution for one year is to be included. Family members who are not working (excluding applicant) must have CPF contribution statement for a year and a letter of declaration.
10. Certification of supporting documents is to be made by your company. In such cases, state the name, designation, NRIC no. and contact number and email of the person certifying the documents.
11. Priority will be given to applicant's combined monthly household income of less than \$3,000.
12. Short-listed candidates will be required to attend one or more interview sessions.
13. The term will commence in the intake selected by applicants. No deferment is allowed.
14. Applications must be submitted on or by **30 September 2024**.
15. The completed SIM application form (and all necessary supporting documents) must be submitted through and endorsed by SAFRA.
16. Should the sponsoring institution cease to operate or end its agreement with SAFRA, SAFRA shall not be liable to see through the completion of the sponsored candidates' courses.
17. The decision of both SAFRA and SIM Global Education 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)	
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) <input type="checkbox"/> "O" Level / High School Certificate and Transcripts <input type="checkbox"/> "A" Level / Diploma and 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.	