

# MDIS 22<sup>nd</sup> Scholarship and Bursary Awards 2017



## MDIS SCHOLARSHIP (PRE-DEGREE) APPLICATION FOR 2017

### Important Notes

1. Complete the application form with clear and legible writing.
2. Submit the completed application form with all required supporting documents to <<Contact Person>>, <<Designation>> of <<Organisation>>.

I – APPLICANT PARTICULARS				Citizenship*: Singaporean / Singapore Permanent Resident		
Name <i>as in NRIC</i> :		NRIC No.:		Date of Birth (dd/mm/yyyy):		
Race:	Religion:	Gender*: Male / Female		Marital Status: Single / Married / Divorced / Widowed		
Address:		Mobile No.:		Email:		
Postal Code: (       )						
II – PARTICULARS OF FAMILY MEMBERS (Immediate and non-immediate family members living together)						
Name	Age	Relationship to Applicant	NRIC / BC No.	Marital Status	Occupation For student, state Pri, Sec, JC, ITE, Poly or Uni	Net monthly income + other sources of income (S\$)
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
<b>III – ARE YOU CURRENTLY APPLYING FOR OR IN RECEIPT OF ANY OTHER BURSARY / SCHOLARSHIP / STUDY GRANT FOR 2017?</b> (Please tick where applicable)					<b>Total Monthly Income (A)</b>  <b>PCI</b> = A ÷ no. of pax in household	
<input type="checkbox"/> No <input type="checkbox"/> Yes (Please specify: _____)						

\*Please delete where applicable

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<b>III – COURSES AVAILABLE<sup>#</sup></b> (State clearly the course you wish to study in order of preference)
<b>MDIS Business School</b> <a href="http://www.mdiss.edu.sg/academic-programmes/mdis-business-school">www.mdiss.edu.sg/academic-programmes/mdis-business-school</a>
Advanced Diploma in Business Management, Awarded by Management Development Institute of Singapore
Advanced Diploma in Business Administration (International Business), Awarded by Management Development Institute of Singapore
Diploma in Business Management, Awarded by Management Development Institute of Singapore
Diploma in Business Administration (International Business), Awarded by Management Development Institute of Singapore
Diploma in Accounting, Awarded by Management Development Institute of Singapore
Professional Certificate in Business Management, Awarded by Management Development Institute of Singapore
<b>School of Engineering</b> <a href="http://www.mdiss.edu.sg/academic-programmes/school-of-engineering">www.mdiss.edu.sg/academic-programmes/school-of-engineering</a>
Diploma in Engineering, Awarded by Management Development Institute of Singapore
<b>School of Fashion and Design</b> <a href="http://www.mdiss.edu.sg/academic-programmes/school-of-fashion-design">www.mdiss.edu.sg/academic-programmes/school-of-fashion-design</a>
Diploma in Fashion Design and Marketing, Awarded by Management Development Institute of Singapore
Diploma in Fashion Marketing and Communication, Awarded by Management Development Institute of Singapore
<b>School of Health and Life Sciences</b> <a href="http://www.mdiss.edu.sg/academic-programmes/school-of-life-sciences">www.mdiss.edu.sg/academic-programmes/school-of-life-sciences</a>
Diploma in Biomedical Sciences, Awarded by Management Development Institute of Singapore
<b>School of Media and Communications</b> <a href="http://www.mdiss.edu.sg/academic-programmes/school-of-media-communications">www.mdiss.edu.sg/academic-programmes/school-of-media-communications</a>
Advanced Diploma in Mass Communications, Awarded by Management Development Institute of Singapore
Diploma in Mass Communications, Awarded by Management Development Institute of Singapore
Professional Certificate in Marketing and Communications Management, Awarded by Management Development Institute of Singapore
<b>School of Psychology</b> <a href="http://www.mdiss.edu.sg/academic-programmes/school-of-psychology">www.mdiss.edu.sg/academic-programmes/school-of-psychology</a>
Advanced Diploma in Psychology, Awarded by Management Development Institute of Singapore
Diploma in Psychology, Awarded by Management Development Institute of Singapore
Diploma in Counselling, Awarded by Management Development Institute of Singapore
Foundation Certificate in Psychology, Awarded by Management Development Institute of Singapore
<b>School of Technology</b> <a href="http://www.mdiss.edu.sg/academic-programmes/school-of-technology-e-learning">www.mdiss.edu.sg/academic-programmes/school-of-technology-e-learning</a>
Advanced Diploma in Information Technology, Awarded by Management Development Institute of Singapore
Diploma in Information Technology, Awarded by Management Development Institute of Singapore
<b>School of Tourism and Hospitality</b> <a href="http://www.mdiss.edu.sg/academic-programmes/school-of-tourism-hospitality">www.mdiss.edu.sg/academic-programmes/school-of-tourism-hospitality</a>
Specialist Diploma in Tourism, Hospitality and Events Management, Awarded by Management Development Institute of Singapore
Advanced Diploma in Tourism, Hospitality and Events Management, Awarded by Management Development Institute of Singapore
Diploma in Travel, Tourism and Hospitality Management, Awarded by Management Development Institute of Singapore

<sup>#</sup> Description of each course is available in MDIS website: <http://www.mdiss.edu.sg>

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INSTRUCTION: State clearly the course you wish to study in order of preference.

CHOICE	COURSE
<b>FIRST</b>	
<b>SECOND</b>	
<b>THIRD</b>	

## IV – EDUCATIONAL QUALIFICATIONS

Please give us all details of Secondary School, ITE, Junior College and Polytechnic education which you have completed. Certified copies of all certificates, transcripts or school reports showing grades awarded must be attached.

School (Name of School)	Course	Years Attended (e.g. 1994 – 1997)	Completed (Yes / No)

## V – ACADEMIC AND FINANCIAL AWARDS (e.g. Honours, distinctions, book prizes, scholarships) won in the last three years. Please list in chronological order and submit copies of documentary evidence.

Year	Type of Award (For scholarships, please include tenure and value of award)

## VI – CO-CURRICULAR ACTIVITIES (Please submit copies of documentary evidence)

Activities in which you assumed leadership positions, and community / voluntary services

Date / Duration	Brief Description of Activities	Position Held (e.g. President, Secretary, etc.)

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VII – WORK EXPERIENCE		
Job Titles	Name of Organisation	Dates employed

**VIII – ACKNOWLEDGEMENT BY MDIS SCHOLARSHIP (PRE-DEGREE) APPLICANT**

1. I declare that I **have / have never** \* applied for the MDIS Scholarship (Pre-Degree) award.  
  
 If yes, when did you apply? State the year: \_\_\_\_\_  
  
 Was it approved? **Yes / No** \*
2. I declare to the best of my knowledge that the particulars stated in this form are true and correct, failing to which my application will not be considered.
3. MDIS Selection Committee reserves the rights to allot my application to a scholarship (subjected to eligibility).
4. I understand fully the terms and conditions and that the decision of the MDIS Selection Committee is final.
5. I understand that my MDIS Scholarship (Pre-Degree) award will be void if I do not attend the MDIS Scholarship and Bursary Awards Ceremony.

**Applicant's Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

*\*Please delete where applicable*

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## APPLICANT TO NOTE:

1. Applicant must be a Singaporean or Singapore Permanent Resident. One copy (front and back) of the NRIC / Birth Certificate of the applicant and family members staying in the household must be attached with the application.
2. The MDIS Scholarship (Pre-Degree) is only open to staff and members of the respective self-help group / association / institution / organisation.
3. Applicant must have a good academic record, a good command of English and meet the MDIS entry requirements to a course of study leading to any of the Certificate / Diploma / Advanced Diploma / Specialist Diploma programme and such other course of study as may be approved by MDIS.
4. Applicant is strongly advised to apply for a programme that best suit his / her highest attained qualifications.
5. Applicant must not possess or currently pursuing an existing graduate / undergraduate qualification. Existing MDIS students are not eligible to apply for the MDIS Scholarship (Pre-Degree).
6. Applicant must complete the MDIS application form, substantiated with all academic qualifications including two passport sized photographs. These shall be submitted and endorsed by the respective self-help group / association / institution / organisation.
7. **Definition of Total Net Monthly Family Income**
  - Excludes employee's CPF contributions
  - Includes income contributions from self-employment, business or salaried employment which include basic salary, allowances, overtime pay and other sources of income such as rent, alimony, pension, etc.
  - The monthly financial support from divorced/separated parent or spouse such as alimony and contributions to support children/household should be included.
  - National Service (NS) allowance earned by NSF is excluded.
8. **Per Capita Income (PCI)\*\*** =  $\frac{\text{Total Net Monthly Income of ALL family members}}{\text{Number of family members in the household}}$
9. **Immediate and non-immediate family members**
  - Immediate family members include parents and siblings living together with the applicant.
  - Divorced/separated parent or spouse may be excluded from the headcount.
  - Non-immediate family members include grandparents, siblings' spouses, siblings' children and any other relatives who are living together with the applicant (bearing the same address as the applicant's NRIC).
10. The total net monthly family income must not exceed S\$4,000 per month and S\$800 PCI (excluding CPF), whichever is lower.
11. Each MDIS Scholarship (Pre-Degree) will provide for the following:
  - a. Tuition fee up to a maximum of \$5,000 (excluding non-tuition fee, supplementary exam fee and re-module fee)
  - b. Waiver of application fee
12. Approved MDIS Scholarship (Pre-Degree) recipient is required to pay the MDIS membership entrance and subscription fee.

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13. Approved MDIS Scholarship (Pre-Degree) recipient is not allowed to change to another course once the University has successfully approved the application. The scholarship is non-transferable and non-exchangeable for cash.
14. The MDIS Scholarship (Pre-Degree) recipient will be offered the next available intake of the programme after the awards ceremony. In the event that the recipient is not able to join that intake, a written notification must be submitted to MDIS for approval to defer commencement of the programme to the following intake.
15. The MDIS Scholarship (Pre-Degree) recipient must commence his / her programme before the awards ceremony of the following year, failing which the MDIS Scholarship (Pre-Degree) will be forfeited.
16. Each MDIS Scholarship (Pre-Degree) is tenable for the minimum period required by the recipient to complete his / her course of study.
17. The MDIS Scholarship (Pre-Degree) recipient shall not concurrently hold any other scholarships or other awards without the prior approval of MDIS. Any applicant who is holding other scholarships and awards shall declare so in the application form.
18. No service of bond or contract is required for the MDIS Scholarship (Pre-Degree).
19. The MDIS Scholarship (Pre-Degree) recipient must meet any other specified terms and conditions of the respective self-help group / association / institution / organisation.
20. The MDIS Selection Committee reserves the right to terminate the MDIS Scholarship (Pre-Degree) of the recipient, based on unsatisfactory conduct and attendance in class, or for any other valid reasons. The MDIS Scholarship (Pre-Degree) recipient will repay the course fee if they fail the examinations leading to the award of the programme.
21. The MDIS Scholarship (Pre-Degree) recipient is required to appear in any publicity pertaining to the MDIS Scholarship (Pre-Degree) award. Any form of publicity to the MDIS Scholarship (Pre-Degree) award will be at the discretion of MDIS.

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## MDIS Scholarship (Pre-Degree) Application Checklist

Please tick (✓) the appropriate boxes that state the required documents to be submitted with the application form.

1. NRIC of applicant and ALL family members (both sides)
  - For full-time National Servicemen – photocopy of green SAF 11B (both sides)
  - Birth Certificate only for those below 15 years of age
  - Death, separation or divorced certificate
2. Family members who are studying / awaiting NS enlistment:
  - Admission cards of family members studying in ITE / Polytechnic / University
  - Enrolment letter for sibling who is awaiting for entry to Polytechnic / University
  - NS Enlistment letter for sibling who is awaiting for NS
3. Family members who are employed:
  - (a) Latest payslip OR
  - (b) Employer's letter (dated in current month) verifying the monthly income (with company's official stamp)
4. Family members who are unemployed / retired / housewife or employed but not able to produce income document (3a or 3b), must provide:
  - (a) CPF Contribution History for the last six months (e.g. June 2015 – December 2015) AND
  - (b) CPF Transaction History for the last six months (e.g. June 2015 – December 2015) AND
  - (c) Income Declaration Form (attached in Page 5)
5. Family members who are self-employed (e.g. taxi driver, hawker etc.):
  - (a) CPF Contribution History for the last six months (e.g. June 2015 – December 2015) AND
  - (b) CPF Transaction History for the last six months (e.g. June 2015 – December 2015) AND
  - (c) Income Declaration Form (attached in Page 5) AND
  - (d) Notice of Income Tax Assessment
6. Certified copies of ALL certificates, transcripts or school reports showing grades awarded

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## MDIS SCHOLARSHIP (PRE-DEGREE) APPLICATION DECLARATION OF INCOME

I, Mr / Mdm / Ms \_\_\_\_\_ NRIC No.: \_\_\_\_\_

\*parent / guardian / sibling / relative of \_\_\_\_\_ (applicant's name)

### Please tick where applicable:

- My occupation is \_\_\_\_\_ and my current income is S\$ \_\_\_\_\_ per month.  
(I enclosed my last six months CPF Contribution & Transaction History.)  
For self-employed person, Notice of Income Tax Assessment must be provided.
- I am currently unemployed.  
(I enclosed my last six months CPF Contribution & Transaction History.)
- I am a housewife with income of S\$ \_\_\_\_\_ per month.  
(I enclosed my last six months CPF Contribution & Transaction History.)
- I am a retiree with \*pension / income of S\$ \_\_\_\_\_ per month.  
(I enclosed my last six months CPF Contribution & Transaction History. Required only if you are 70 years old and below.)
- I am waiting for enlistment to National Service.  
(I enclosed my enlistment letter.)
- I am waiting for entry to University \_\_\_\_\_ (state name of Institution).  
(I enclosed offer letter from University.)

I declare that the information provided above is true and to the best of my knowledge and I understand that if the information provided is false, this application will be rejected.

The applicant also undertakes to refund the full value of this financial assistance received if any of the information above is subsequently found to be falsely declared.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Do produce more copies for family members to declare their income (if necessary).

*\*Please delete where applicable*



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## **PERSONAL DATA PROTECTION ACT**

The Management Development Institute of Singapore (MDIS) undertakes to maintain the confidentiality of Applicant's personal information and not divulge the information to any third party without the consent of the Applicant.

By submitting this application, you acknowledge that you have read and agree to the following terms. The information you provide will be used and processed by MDIS, for purposes relating to the application of the MDIS Scholarship (Degree) Award.

By submitting your application, you agree to your data being used in conjunction with the application of the scholarship. You are responsible for ensuring that the personal data provided is correct and true.

If you wish to withdraw your consent or would like us to discard your application permanently, please email to [sba@mdis.edu.sg](mailto:sba@mdis.edu.sg)

Withdrawing your consent implies that you will not be considered for the application of MDIS Scholarship (Pre-Degree) Award.