

Application User Guide for FA Application

Step 1

Interested applicants are to log into the [Student Portal](#)

Student Portal
Login Page



One-ID Account Login

Matriculation Number

Password

[Back to previous page](#) [Forgot your password?](#)

Step 2

Proceed to IN4SIT via the Student Portal as shown below. Kindly ensure that you are connected to SIT VPN before accessing IN4SIT.

Home Matriculation Academic Matters Administrative Matters **IN4SIT**



- 1) Do note that you are required to download, install and connect to SIT VPN before accessing IN4SIT. User guide on how to connect to VPN can be found [here](#).
- 2) Login to IN4SIT [here](#) with the same username and password as the Student Portal.
- 3) You may find the IN4SIT user guide for new students [here](#).

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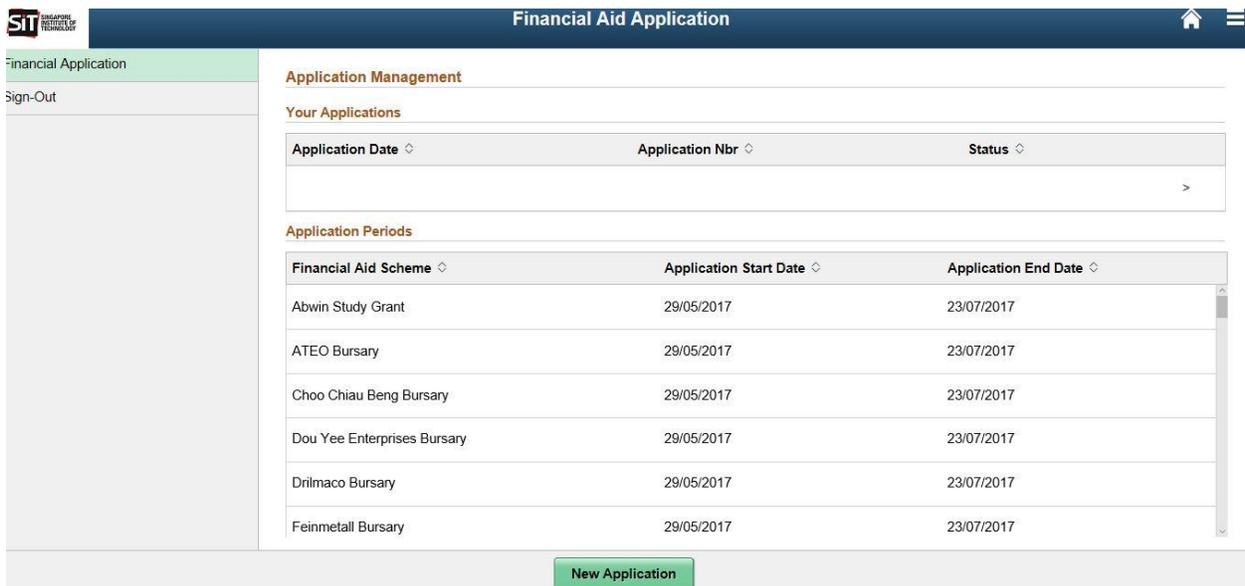
Step 3

Upon logging into the IN4SIT system, you will view the page shown below. Click on Financial Aid Application.



Step 4

Upon clicking on the Financial Aid Application tile, you will be directed to the page below. To start an application, click on New Application.



Step 5

Step 1 of the application form allows you to indicate the Scholarships you are interested to apply. The Public Bursaries are automatically selected and greyed out if you are a Singapore Citizen. You are also encouraged to indicate that you wish to be considered for Donated Bursaries.



Financial Aid Application

Home

Step 1: Financial Aid Selection

Step 2: Applicant Details

Step 3: Personal Achievements

Step 4: Application Statement

Step 5: Family Composition

Step 6: Other Information

Step 7: Documents

Application Declaration

Application Summary

Contact Us

Sign-Out

Applicants may submit an application for the various Scholarships and/or Financial Assistance Schemes available. Applicants are strongly encouraged to save each section before proceeding to The online application and corresponding document uploads must be submitted by the given deadlines for processing. Assessment of applications will be based on supporting documents submit applicants will be notified of the final outcomes via email notifications to their SIT email account.

Scholarship

Please select the scholarships to apply according to your choices.

First Choice

Second Choice

Third Choice

Fourth Choice

Fifth Choice

Sixth Choice

Seventh Choice

Eighth Choice

Public Bursaries/Grants

<input checked="" type="checkbox"/>	CDC/CCC University Bursary Tier 1
<input checked="" type="checkbox"/>	MOE Bursary Tier 1
<input checked="" type="checkbox"/>	CDC/CCC University Bursary Tier 2
<input checked="" type="checkbox"/>	MOE Bursary Tier 2

Donated Bursary

Do you wish to apply for Donated Bursary Yes

Step 6

Step 2 will show your personal details. Please ensure that the information shown is accurate, or email Registrar's Office (Registrar@SingaporeTech.edu.sg) to update your details.

The screenshot shows the 'Financial Aid Application' interface. On the left is a navigation menu with steps 1 through 7, and options like 'Application Declaration', 'Application Summary', 'Contact Us', and 'Sign-Out'. The main area is titled 'Applicant Details' and lists the following information:

Full Name	[Redacted] Amanda
Academic Career	Undergraduate
Academic Program	B (Hons) Hosp Biz
Matriculation Number	[Redacted]
NRIC/FIN	[Redacted]
Nationality	Singapore Citizen
Passport No	[Redacted]
Email Address	[Redacted]
Mobile/Phone Number	99999999
Country of Residence	Singapore
Postal Code	[Redacted]
Block/House No	723
Street Name	[Redacted]
Floor	14
Unit No.	129

Step 7

Step 3 requires you to key in any Awards, CCAs or Community Service you have been involved in for the last 3 years.

The screenshot shows three sections for recording activities:

- Awards/ Achievements**: Specify up to 3 awards, achievements and academic awards attained in the last 3 years. One entry is shown: Soccer Champion in 2014.
- Co-Curricular Activities**: Specify up to 3 co-curricular activities you have taken part in the last 3 years. One entry is shown: Scout from 2014 to 2015, holding the position of Chief Scout.
- Community Service**: Specify up to 3 community service activities you have taken part in the last 3 years. One entry is shown: Overseas Community Involvement Programme in 2016, specifically Project Vietnam.

Step 9

Step 5 will require you to key in details of your parents and all other members living in your household.

You are also required to key in a statement as to why you are seeking Financial Assistance. You may key in up to 500 words.

Financial Aid Application

- Home
- Step 1: Financial Aid Selection
- Step 2: Applicant Details
- Step 3: Personal Achievements
- Step 4: Application Statement
- Step 5: Family Composition**
- Step 6: Other Information
- Step 7: Documents
- Application Declaration
- Application Summary
- Contact Us
- Sign-Out

Family Composition and Financial Status

Are you working part time ? No

If 'Yes' please tell us your part time occupation

How much do you earn a month on average

Details of Parents

Details of Father

*Name of Father

*Living in Household

*Marital Status

*Age

*Employment status

*Occupation

*Gross Monthly Income

Annual Bonus

Monthly Contribution to family

Is suffering from an illness/ handicapped No

If yes, what is his/her condition

Details of Mother

*Name Of Mother

Step 10

Step 6 will require you to declare any other sources of income that your family may have, as well as any other scholarships that you may be on.

Step 11

Step 7 will require you to upload the supporting documents requested.

Document Type	Mandatory	Add Attachment	View Attachment	Delete Attachment	Attached File
7 Divorce Papers	No	Add Attachment	View Attachment	Delete Attachment	
8 Death Certificate	No	Add Attachment	View Attachment	Delete Attachment	
9 Medical Document	No	Add Attachment	View Attachment	Delete Attachment	
10 Bankruptcy Document	No	Add Attachment	View Attachment	Delete Attachment	
11 Proof of Activities	Yes	Add Attachment	View Attachment	Delete Attachment	
12 Letter of Recommendation	Yes	Add Attachment	View Attachment	Delete Attachment	Capture1.JPG
13 Other Document	No	Add Attachment	View Attachment	Delete Attachment	

Step 12

Upon submission you will be directed to the declaration page below. Please read the declaration and key in your NRIC before clicking NEXT.

1. Financial Aid Selection	Declaration <p>1. I hereby affirm that the household income and number of dependents declared in my application is accurate at the time of my application. I understand and accept that the university's final assessment of my income eligibility may differ after assessment of the documentation I have submitted. I accept that if sufficient documentary proof is not furnished as part of my supporting documents by the submission deadline, my application may be declared as void.</p> <p>2. I declare that the information submitted in this online application, including information on any other Bursary/Grant/Scholarship/ Sponsorship as well as the supporting documents are true to the best of my knowledge and I have not wilfully suppressed any material facts. I understand and accept that the provision of inaccurate or false information will render this application invalid even after funds disbursements have taken place.</p> <p>3. I understand and accept that any resulting award may be used to offset outstanding tuition fees payable prior to disbursement of remaining funds to me, unless otherwise stated in the award's terms of use.</p> <p>4. I understand and accept that any errors in the payee's details furnished in this application will cause delays in the disbursement process if I am awarded any bursaries.</p> <p>5. I understand and accept that this application and any subsequent award will be voided if my final semester of study falls within the period for designation or disbursement of award. Any designation of award after my graduation/withdrawal/termination from the course may be rendered invalid as a result. Any disbursed funds will subsequently have to be refunded to the university.</p> <p>6. I understand and acknowledge that upon receipt of the MOE Bursary, I am NOT eligible to receive the CDC/CCC University Bursary concurrently within the same Academic Year. I may be eligible to receive any other Bursary/Grant/Full or Partial Scholarship which is specifically meant for the payment of tuition fees within the same academic year (AY), subject to approval by the university on a case-by-case basis. I also accept that any Financial Assistance/Scholarship awards received will have to be refunded to the university if I either choose to withdraw or am terminated from the current programme of study.</p> <p>7. I agree to release personal and academic information such as grades (GPA) and Records of Achievement (ROA) to the Bursary/Scholarship provider as part of the assessment process.</p> <p>8. I understand and accept that if I am awarded a donated bursary/scholarship, I am to conscientiously participate in donor stewardship efforts. This may include writing thank-you letters to the donor, media engagements to publicise gifts to SIT and other events e.g. donor appreciation events, receptions, award presentations and others.</p> <p>9. I understand and accept that the award may be withdrawn if the conduct of the recipient is deemed unsatisfactory and SIT reserves the right to impose repayment on a case-by-case basis.</p> <p><input checked="" type="checkbox"/> I agree to the content herein.</p> <p>Applicant's Full Name <input type="text" value="XXXXXXXXXX"/></p> <p>NRIC/ FIN/ Passport Number <input type="text" value="XXXXXXXXXX"/></p>
2. Applicant Details	
3. Personal Achievements	
4. Application Statement	
5. Family Composition	
6. Other Information	
7. Documents	
8. Declaration	
9. Summary	
10. Contact Us	

Step 13

The last page is a summary of your application. Kindly check all the info entered are correct before clicking Submit.

Please note that all communications pertaining to your FA application will be made via your SIT E-Mail address.

If you have any enquiries, please call us at 6592 1150 during office hours or write to us at FAS@SingaporeTech.edu.sg.