

SkillsFuture Credit
can be used!!!

Fees Matters and Funding Incentives

Fees Payment

- ✓ Fees will be collected per semester basis based on your enrolled Modular Certificate (MC)/ Post Diploma Certificate (PDC). Course fees must be made in full upon enrolment to the MC/ PDC before the commencement of semester.
- ✓ You will receive a payment email from us to request for payment after you have been accepted into the course.

Payment Modes

Fees can be paid using these payment modes – SkillsFuture Credit, PSEA (Post-Secondary Education Account), credit cards, internet banking, NETS and cheques.

a. SkillsFuture Credit (SFC) (Applicable to Singapore citizen only)

This is not applicable to company sponsored participants.

Please click [here](#) for more details.

b. PSEA (Post-Secondary Education Account) (Applicable to Singapore citizen only)

This is not applicable to company sponsored participants.

- i. You can call the Edusave Phone Enquiry System at 6260-0777 to check your PSEA balance.
- ii. Upon receipt of the payment email from us, please follow the instructions in the email to download the PSEA Ad-Hoc Withdrawal Form of the correct category.
- iii. Please submit the original completed PSEA form at PACE Academy office (refer [here](#) to the latest operating hours and location). No upfront payment is required.

Please note that if you are paying your fees using both SkillsFuture Credit and PSEA, the priority order for fees deduction will be as follows:

1. SkillsFuture Credit
2. PSEA

c. Credit cards, Internet Banking, NETS (Not applicable for company sponsored)

- i. For e-payment using Visa/Master cards or internet banking, please follow instructions on the payment email to proceed.
- ii. For NETS payment, you can pay at PACE Academy office. Please refer [here](#) for the latest operating hours and location. Do take note of the cut-off time for NETS payment.

d. Cheques

Please make cheques payable to “Singapore Polytechnic”.

Please cross the cheque and write your Registration Reference ID, Applicant Name and NRIC/FIN number on the back of the cheque. You can submit in person/ mail the cheque to PACE Academy office (refer [here](#) for the latest operating hours and location).

Do note that an administrative charge of \$15 will be imposed for any returned cheques from the bank or financial institution.

Funding Incentives

1. MOE Subsidy

- a) MOE provides generous subsidies for Singapore Citizens (SC) and Singapore Permanent Residents (SPR) to help working Singaporeans to upskill or re-skill through part-time learning at the polytechnics. This includes Part-Time Diploma, Specialist Diploma, Advanced Diploma and Diploma (Conversion) programmes, Earn and Learn Programme, Enhanced PDC and Modular Units.
- b) SC will enjoy subsidy based on the age in the year of enrolment for the modular certificate/post-diploma certificate/modular units.
- c) Under the *Enhanced Training Support (ETS) Scheme*, small and medium enterprises (SMEs)* will enjoy subsidies of the course fees when they fully sponsor their Singapore Citizen employees for the academic CET programmes.

**SMEs are defined as companies with at least 30% local shareholding and Group employment size of not more than 200 employees or Group annual sales turnover of not more than \$100 million.*

- d) SPR will enjoy subsidy if he/she has not previously attained a qualification at the diploma or higher level subsidised by the government.

SPRs who transfer or re-admit from a part-time diploma within the same or across polytechnics are eligible for the subsidy covering the funding period, less the number of semesters of subsidy received for the previous courses.

- e) MOE subsidy will not be applicable for students who repeat modules or modular certificates/post diploma certificates.

2. Enhanced Workfare Training Support (WTS) Scheme



With effect from 1 July 2013, Singapore citizen aged 35 years or over and have a monthly income of not more than \$2,000 can enjoy 95% subsidy of course fee for a wider range of courses covering all Singapore Workforce Skills Qualifications (WSQ) courses, Academic Continuing Education and Training (CET) courses approved by the Ministry of Education (MOE), as well as Certifiable Skills Training courses accredited or supported by the SkillsFuture Singapore (SSG). You may also be eligible for a training allowance* if you sign up for any WTS qualifying courses on your own without the support of your employer and successfully complete it. In addition, you may receive cash awards* for completing training.

For more information, please visit www.workfare.sg or contact the WTS Hotline at 18005368-333.

** Terms and conditions apply.*

3. Absentee Payroll Funding

Companies can claim absentee payroll funding when they sponsor their employees for the academic CET programmes.

For more information, please visit www.skillsconnect.gov.sg

4. UTAP (Union Training Assistance Programme)



NTUC union members enjoy 50% (unfunded) course fee support for up to \$250 each year when you enrol for courses supported under UTAP (Union Training Assistance Programme)**. Conditions apply.

For more information, please call NTUC Membership hotline at 6213 8008 or email UTAP@e2i.com.sg or refer to website (<http://skillsupgrade.ntuc.org.sg>).

Click [here](#) for the courses which are currently supported under UTAP:

Financial Aids

1. MOE Bursary

The MOE Bursary Scheme is open to Singaporeans who are pursuing part-time Diploma courses at the Polytechnics. The bursary quanta are as shown in the table below:

Table: Quanta of the MOE Bursary for Part-Time Diploma Students (**W.E.F AY2018 (Apr 2018)**)

Gross GHI/PCI*	Quantum
GHI: \$6,900 and below, or PCI: \$1,725 and below	\$300 / Semester
GHI: \$6,901 - \$9,000, or PCI: \$1,726 - \$2,250	\$150 / Semester

**GHI (Gross Monthly household income) includes income of immediate and non-immediate family members:*

- *Immediate family member: parents who may or may not be living together with the student*
- *Non-immediate family member: grandparents, siblings, spouses of siblings, siblings of parents, and any other relatives who are living together with the student*

**PCI (Gross Monthly Per Capita Income) = total GHI divided by the number of immediate family members and non-immediate family members living in the same household.*

Eligibility criteria:

1. Only subsidised part-time Singaporean students pursuing their first Diploma course at the Polytechnics are eligible to apply for the bursary.
2. Students should have a GHI of \$9,000 and below, or, PCI of \$2,250 and below.
3. Students receiving the bursary must not concurrently hold other bursaries or scholarships.
4. The bursary is tenable on a semester basis.
5. There is no cap on the number of bursaries given out each year.

To apply for the MOE Bursary, please download the form [here](#). Do take note of the list of supporting documents which you need to submit for our review.