

SkillsFuture Credit  
can be used!!!

## Fees Matters and Funding Incentives

### Fees Payment

- ✓ Fees will be collected by semester 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**

Course fee payment can be made using these payment modes: SkillsFuture Credit (SFC), Post-Secondary Education Account (PSEA), credit/debit cards, internet banking, NETS and cheques.

#### **a. SkillsFuture Credit (SFC) (Applicable to Singapore citizens only)**

This is not applicable for company sponsored participants.

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

#### **b. Post-Secondary Education Account (PSEA) (Applicable to Singapore citizens only)**

This is not applicable for company-sponsored participants.

- You can call the Edusave Phone Enquiry System at 6260-0777 to check your PSEA balance.
- The PSEA online form can be found [here](#). You can refer to this [guide](#) on how to fill up the online form.
- If you are a legal guardian/using your sibling's PSEA funds, please fill up the hardcopy form, which can be found [here](#). You can refer to this [guide](#) on how to fill the form.
- The PSEA form and guide are also available in the course payment email.

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

1. SkillsFuture Credit (SFC)
2. Post-Secondary Education Account (PSEA)

**c. Credit/Debit cards, Internet Banking, eNETS (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:

**One Stop Centre**

**Singapore Polytechnic**

**Blk T16, level 2, T16213**

**Please refer to website ([here](#)) for the operating hours**

**d. PayNow**

- i. Please enter the UEN No. T08GB0056ACET and indicate the invoice number / registration number.

## Funding Incentives

### **1. MOE Subsidy**

- a) MOE provides 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, Work-Studies 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.
- e) MOE subsidy will not be applicable for students who repeat/retake modules or modular certificates/post-diploma certificates/modular units.

### **2. Absentee Payroll Funding**

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

For more information, please visit <https://www.enterprisejobskills.gov.sg/content/upgrade-skills/course-fee-and-absentee-payroll-funding.html>.

### **3. UTAP (Union Training Assistance Programme)**

The logo for NTUC (National Trades Union Congress) is displayed in a bold, red, lowercase sans-serif font.

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](mailto: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

### Higher Education Bursary (previously known as MOE Bursary)

The Higher Education 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 (wef Apr 2020)

For Part-Time Diploma students	
Gross GHI/PCI *	Quantum
GHI: \$4,000 and below, or PCI: \$1,000 and below	\$400 / Semester
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. Singaporeans; and
2. Part-time Diploma students (not applicable to DMOM students and Post-diploma students);  
and
3. Gross monthly Household Income (GHI) of immediate and non-immediate family member of \$9,000 and below, or Per Capita Income (PCI) of \$2,250 and below

To apply for the bursary, please submit your application online with all supporting documents (e.g. NRIC, latest payslips) via the [Higher Education Bursary Form](#). Online bursary application will be open for four weeks starting from 3rd week after semester commencement. Please note that application for the Higher Education Bursary is on a semester basis.