



Ministry of Education
SINGAPORE

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TUITION GRANT & SCHOLARSHIPS (TG&S)

TUITION GRANT APPLICANT & RECIPIENT GUIDE

VERSION 0.3

TABLE OF CONTENT

1	IMPORTANT NOTES	3
2	REGISTRATION AND LOGIN (LOGIN FOR NEW APPLICANTS AVAILABLE IN MAY 2024).....	4
2.1	EMAIL LOGIN (FIRST-TIME LOGIN).....	5
2.2	EMAIL LOGIN (SUBSEQUENT LOGINS)	7
3	GRANT APPLICATION (AVAILABLE IN MAY 2024).....	8
3.1	ACCESS APPLICATION	8
3.1.1	PERSONAL PARTICULARS	10
3.1.2	STUDENTS CONTACT	11
3.1.3	FIRST SURETY.....	12
3.1.4	SECOND SURETY	12
3.1.5	DECLARATION	13
3.2	REVIEW AND SUBMIT APPLICATION.....	14
4	TG RECIPIENT UPDATES (AVAILABLE IN JUN 2024)	15
4.1	CONTACT UPDATES	16
4.2	SURETY UPDATES	17
5	CHANGE OF SURETY (AVAILABLE IN JUN 2024).....	18
5.1	REUSE DATA.....	20
5.2	STUDENTS CONTACT.....	21
5.3	SURETY DETAILS	22
5.4	REVIEW AND SUBMIT APPLICATION.....	23
6	EMPLOYMENT UPDATES	24
6.1	EMPLOYMENT DETAILS	26
6.2	SUBMISSION AND FOLLOW-UP	26
7	APPLICATION FOR BOND BUY-OUT.....	27
7.1	REQUEST DETAILS.....	29
7.2	PAYMENT.....	30
7.2.1	REQUEST DETAILS	31
7.2.2	PROOF OF PAYMENT.....	32
7.3	COMPLETION OF BOND BUYOUT APPLICATION	32

8	APPLICATION FOR BOND DEFERMENT	33
8.1	DEFERMENT DETAILS.....	35
8.2	BANKER'S GUARANTEE (BG)	36
8.2.1	DEFERMENT DETAILS.....	37
8.2.2	BANKER'S GUARANTEE (BG)	38
8.3	DEFERMENT	39
8.3.1	RETURNING FROM DEFERMENT	40
8.3.2	CONTACT UPDATES	41
8.3.3	RETURN OF BANKER'S GUARANTEE (BG).....	42
8.3.4	REVIEW AND SUBMIT	43
9	EDITING APPLICATIONS AND TASKS	44
9.1	CONTINUE AN EXISTING TG APPLICATION.....	44
9.2	EDIT A COMPLETED TASK.....	45

1 IMPORTANT NOTES

1. The Tuition Grant and Scholarships (TG&S) is a portal for Tuition Grant (TG) applicants to submit their application and complete the necessary formalities to be successfully awarded with TG under the TG scheme or Service Obligation (SO) scheme.
2. Grant recipients can also use the portal to submit the following requests:
 - a) **TG Recipient Updates:** Update own and sureties contact details
 - b) **Change of Surety:** Apply to change the surety for the agreement.
 - c) **Employment Updates:** Submit employment updates during the bond period.
 - d) **Application for Bond Buy-out:** Apply to buy out the bond.
 - e) **Application for Bond Deferment:** Apply to defer bond.
3. All TG applicants or recipients must visit the TG&S portal at <https://tgs.moe.gov.sg> to submit their application or requests. Applicants will be required to activate your account through a password reset and will receive an email with the security code to complete the account activation process.
4. Each program in the TG&S portal requires you to fill out forms where each form is referred to as a task. You may complete the tasks in a particular program in any order. The following instructions apply to all tasks across the TG&S portal.
 - a) Read the task instructions on the screen carefully before entering data.
 - b) Click **SAVE & CONTINUE EDITING** to save the information as a draft OR
 - c) Click **MARK AS COMPLETE** if there are no other changes.

SAVE & CONTINUE EDITING

MARK AS COMPLETE

2 REGISTRATION AND LOGIN (LOGIN FOR NEW APPLICANTS AVAILABLE IN MAY 2024)

TG applicants and recipients can access the TG&S system as follows:

- a) Existing grant recipients can log in via email.



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Tuition Grant & Scholarships

Existing grant recipients: For your first login, please reset your password using the email address previously registered with us. Click "Log in to your account" followed by "Reset my password", and follow the instructions. Please note that past records will progressively be available for viewing from May 2024.

For enquiries, you may write to the Tuition Grant Section via <https://go.gov.sg/tg-enquiry>.

To all users: Always log in through this homepage. Click on 'Log in to your account' for successful access. Attempting to log in directly from other pages may cause login issues.

Log in to your account

To access your account, please log in. If you want to update your email and profile, select "Edit My Profile" from the top menu after logging in.

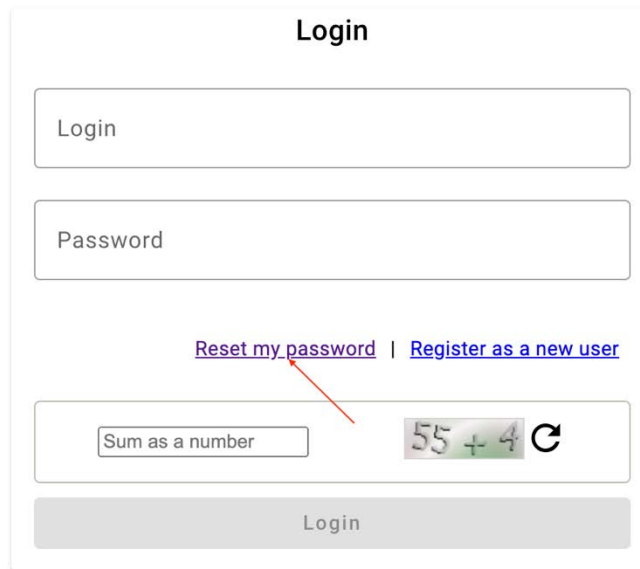
Register as a new user

To start using our services, new users need to register and create an account. Please follow the registration process to sign up and get access.

2.1 Email login (First-time login)

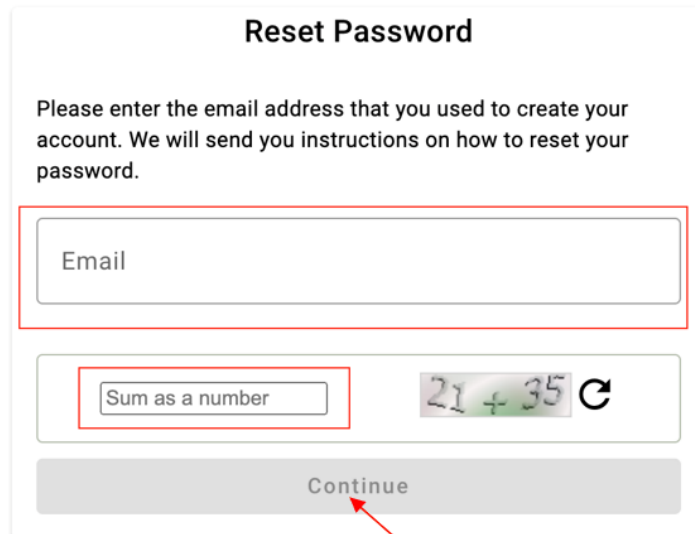
Existing grant recipients can refer to the following instructions to log into their account using their email. **You must reset your password if you are using email login for the first time.** Please follow the instructions below:

- Visit the TG&S portal at <https://tgs.moe.gov.sg>
- Click. Log in to your account.
- Click **Reset my password**.



The screenshot shows the 'Login' page. It has a title 'Login' at the top. Below it are two input fields: 'Login' and 'Password'. Under the 'Password' field, there are two links: 'Reset my password' and 'Register as a new user'. Below these links is a CAPTCHA section with a label 'Sum as a number' and a box containing the equation '55 + 4' and a refresh icon. At the bottom is a 'Login' button. A red arrow points from the 'Reset my password' link to the CAPTCHA section.

- Enter your email address and the correct answer for the equation provided. Click **Continue**.



The screenshot shows the 'Reset Password' page. It has a title 'Reset Password' at the top. Below it is a paragraph: 'Please enter the email address that you used to create your account. We will send you instructions on how to reset your password.' Below this is an 'Email' input field. Below the email field is a CAPTCHA section with a label 'Sum as a number' and a box containing the equation '21 + 35' and a refresh icon. At the bottom is a 'Continue' button. A red arrow points from the 'Continue' button to the CAPTCHA section.

e) You will receive a security code by email.

Security code for STG services Inbox x



STG Test support@hiend.com via amazonses.com
to User 123

9:55 AM (2 minutes ago) ☆ 😊 ↩ ⋮

Dear User 123

To complete the authentication process for our service, please use the following unique security code:

439993

Please note that this security code will be valid for the next **20 minutes**. If the code expires, you will need to request a new one.

Thank you,
Tuition Grant & Scholarships

Important: To protect your account, please do not share the security code with anyone.

f) Enter your new **Password** and the **Security Code** that you have received by email. Click **Update Password**.

Reset my password

We have sent a security code to your email address. Please enter the code below to continue.

Email
user123@hiend.com

Password*

Password confirm*

Security Code*

Your password must contain at least:

- 12 characters
- One uppercase letter
- One lowercase letter
- One number
- Optional: one special character

Cancel

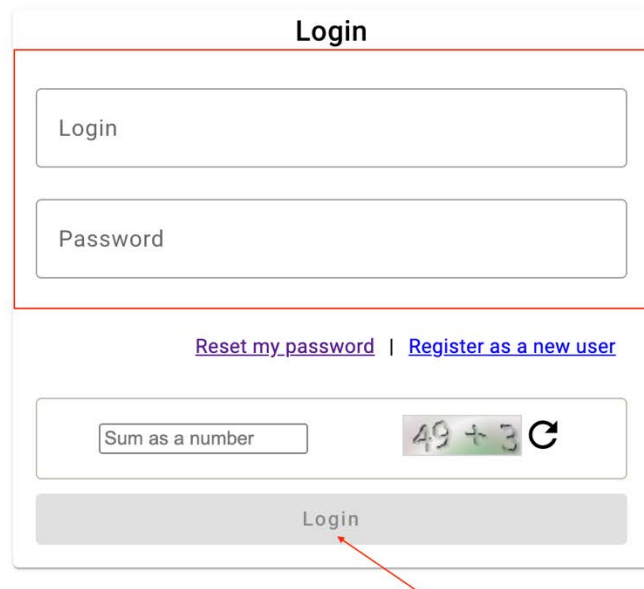
Update Password

g) Login with the new password.

2.2 Email Login (Subsequent logins)

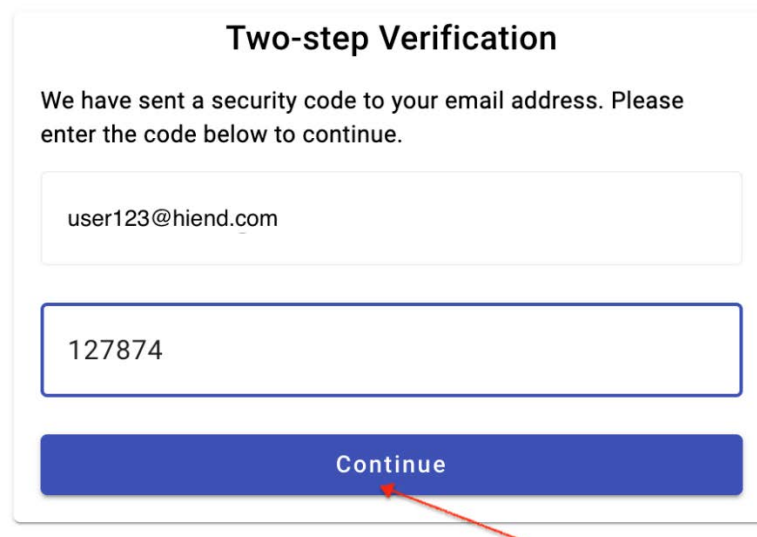
TG recipients who have successfully reset their password can proceed to log in as follows:

- Access the TG&S portal through <https://tgs.moe.gov.sg>.
- Click **Log in to your account**.
- Enter your email address and password. Click **Login**.



The screenshot shows a 'Login' form. At the top, the title 'Login' is centered. Below it, there are two input fields: 'Login' (for email) and 'Password'. These fields are enclosed in a red rectangular box. Below the password field, there are two links: 'Reset my password' and 'Register as a new user'. Below these links, there is a CAPTCHA section with a label 'Sum as a number' and a visual puzzle showing '49 + 3' with a refresh icon. At the bottom of the form is a grey 'Login' button, which is pointed to by a red arrow.

- You will receive a security code by email. Enter the code and click **Continue**.



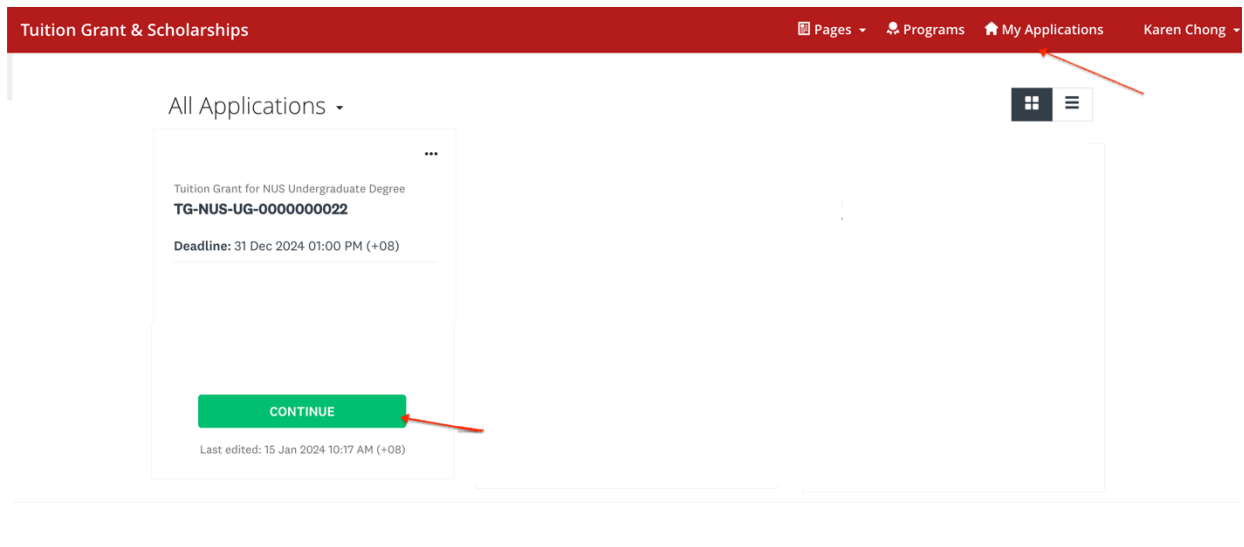
The screenshot shows a 'Two-step Verification' page. The title 'Two-step Verification' is centered at the top. Below the title, a message reads: 'We have sent a security code to your email address. Please enter the code below to continue.' Below this message, there is a text input field containing the email address 'user123@hiend.com'. Below the email field, there is a larger text input field containing the security code '127874'. At the bottom of the form is a blue 'Continue' button, which is pointed to by a red arrow.

3 GRANT APPLICATION (AVAILABLE IN MAY 2024)

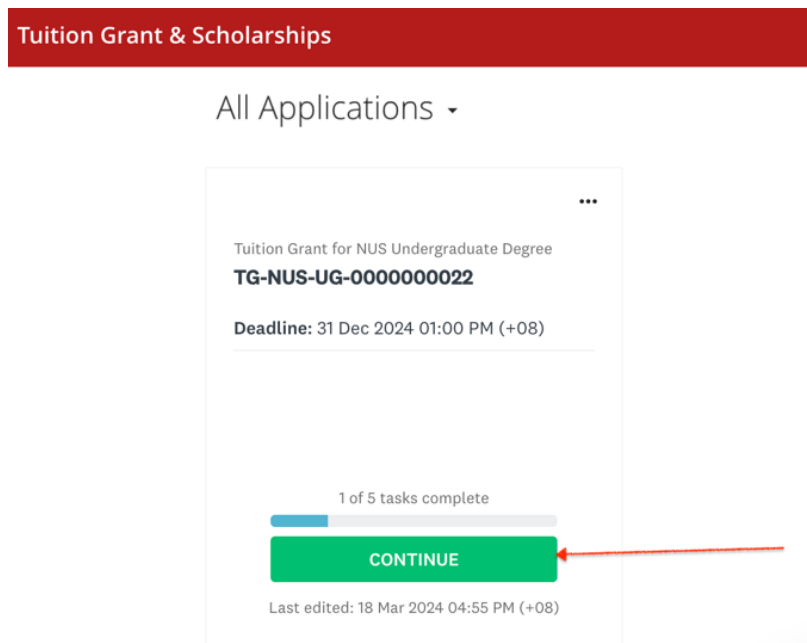
If you would like to accept the TG/ SO tuition grant offered by your Institute of Higher Learning (IHL), you must submit and complete your application by signing the agreement via the TG&S portal. You will be able to see the application details when you log into your account.

3.1 Access Application

The application is listed on the home screen when you login. Alternatively, you can click the **My Applications** link in the top menu bar to see this screen.



a) Click **CONTINUE** to edit the application.



- b) The application screen displays a list of tasks you are required to complete before you can submit the application. The **Personal particulars** task has already been completed based on the information provided by your IHL. All other tasks must be completed before you can submit the application.

Tuition Grant & Scholarships

Pages ▾ Programs My Applications Karen Chong ▾

1 of 5 tasks complete

Last edited: 18 Mar 2024 05:03 PM (+08)

REVIEW

SUBMIT

Deadline: 31 Dec 2024 01:00 PM (+08)

Tuition Grant for NUS Undergra... [↗](#)

[Preview](#) [⋮](#)

TG-NUS-UG-0000000022

APPLICATION

ACTIVITY

Your tasks

<div><div>✓</div></div>	<div><div>📄</div><div>Personal particulars</div><div>Cannot be modified</div></div>	<div>></div>
<div><div>○</div></div>	<div><div>📄</div><div>Student's contact</div></div>	<div>></div>
<div><div>○</div></div>	<div><div>📄</div><div>First surety</div></div>	<div>></div>
<div><div>○</div></div>	<div><div>📄</div><div>Second surety</div></div>	<div>></div>
<div><div>○</div></div>	<div><div>📄</div><div>Declaration</div></div>	<div>></div>

9

3.1.1 Personal particulars

You can click the **Personal particulars** task to verify the details.

Tuition Grant & Scholarships

Pages Programs My Applications Karen Chong

Back to application

Tuition Grant for NUS Undergraduat...
TG-NUS-UG-0000000022
ID: TG-NUS-UG-0000000022

Personal particulars
Cannot be modified

Student's contact

First surety

Second surety

Declaration

1 of 5 tasks complete

Last edited: 18 Mar 2024 05:03 PM (+08)

REVIEW

SUBMIT

Deadline: 31 Dec 2024 01:00 PM (+08)

Personal particulars
Completed 18 Mar 2024 05:03 PM (+08)

Read only

Task instructions Hide

The information below was furnished by your institute. In the event of any inaccuracies, please contact your institute for rectification.

Identity details

Full name	Karen chng
NRIC/FIN	S0933410F
Gender	Female
Date of birth	01/02/2009
Citizenship	MALAYSIAN
Singapore PR	Yes

Admission details

Institute	National University of Singapore
Admission year	2022
Matriculation number	12345677
Course	Engineering

10

3.1.2 Students contact

Enter your contact details and upload the relevant **Supporting documents**.

Tuition Grant & Scholarships

Pages Programs My Applications Karen Chong

Back to application

Tuition Grant for NUS Undergraduat...
TG-NUS-UG-0000000022
ID: TG-NUS-UG-0000000022

Personal particulars
Cannot be modified

Student's contact

First surety

Second surety

Declaration

1 of 5 tasks complete

Last edited: 18 Mar 2024 05:03 PM (+08)

REVIEW

SUBMIT

Deadline: 31 Dec 2024 01:00 PM (+08)

Student's contact

Task instructions Hide

Please ensure that your contact information is up to date. To edit saved information, click the above icon with 3 dots, and select Edit.

Identity details

Passport number

Supporting documents

Please upload **your photo ID** to confirm the information entered. If the photo ID lacks the home country address, please also submit one of these:

1. A recent utility bill (e.g., electricity, water, gas, telephone) from the past three months displaying the address, or,

2. A recent bank statement from the last three months displaying the address.

Minimum: 1 Maximum: 2 Max file size: 3 MB

Upload a file

Accepted formats: .jpg, .jpeg, .png, .pdf

Contact information

Please keep your email karen_chong@hiend.com up-to-date on **your profile**.

Mobile number

Home country address

Please do not use your hostel address.

11

3.1.3 First Surety

Enter the details of the individual who agreed to act as your first surety.

Tuition Grant & Scholarships

Pages Programs My Applications Karen Chong

Back to application

Tuition Grant for NUS Undergraduat...
TG-NUS-UG-0000000022
ID: TG-NUS-UG-0000000022

Personal particulars
Cannot be modified

Student's contact

First surety

Second surety

Declaration

1 of 5 tasks complete

Last edited: 18 Mar 2024 05:03 PM (+08)

REVIEW SUBMIT

Deadline: 31 Dec 2024 01:00 PM (+08)

First surety

Task instructions Hide

You are strongly encouraged to get your family members to be your sureties. You cannot be your own surety.

Your surety must fully satisfy the conditions below to be a surety.

(a) Above 21 and below 65 years of age (as of the signing date for the grant agreement), and

(b) Not a bankrupt.

The surety is jointly and severally liable to pay damages if the student breaches any of the conditions under the grant agreement.

Identity details

Full name

Date of birth
AS in identity document

Gender
☐ Female ☐ Male

Date of birth
dd/mm/yyyy

Citizenship
- Please select -

Supporting documents

Please upload your surety's photo ID to confirm the information entered. If the photo ID lacks the home country address, please also submit one of these:

1. A recent utility bill (e.g., electricity, water, gas, telephone) from the past three months displaying the address, or,
2. A recent bank statement from the last three months displaying the address.

3.1.4 Second Surety

Please repeat the same for the second surety.

3.1.5 Declaration

Read the declaration statement carefully before checking the box to make your declaration and complete this task.

[← Back to application](#)

Tuition Grant for NUS Undergraduat...
TG-NUS-UG-0000000022
ID: TG-NUS-UG-0000000022

✓

Personal particulars

Cannot be modified

Student's contact

First surety

Second surety

Declaration

>

1 of 5 tasks complete

Last edited: 18 Mar 2024 05:03 PM (+08)

REVIEW

SUBMIT

Deadline: 31 Dec 2024 01:00 PM (+08)

Declaration

...

Declaration by applicant

I declare that my sureties meet the stipulated criteria.

I declare that all the information provided in this online form is true and accurate to the best of my knowledge, and I have not deliberately omitted any relevant fact.

I understand that the Government Subsidy will be withdrawn from me, and I will render myself liable to appropriate action should I be granted the subsidy base on the above information, which later turns out to be false or inaccurate.

☐ I have read and agreed to the declaration.

SAVE & CONTINUE EDITING

MARK AS COMPLETE

3.2 Review and Submit Application

- a) Once all tasks are marked as complete, click **Review** to review your application and check that all information provided is correct.
- b) Proceed to submit your application by clicking the **Submit** button on the Application screen or the **Submit Your Application** button on the Review screen.

[← Back to application](#)

Tuition Grant for NUS Undergraduate Degree [📄](#) [Download](#)

TG-NUS-UG-0000000022

ID: TG-NUS-UG-0000000022 Last edited: 19 Mar 2024 09:32 AM (+08)

Your tasks

Application 100.0% complete
Last edited: 19 Mar 2024 09:32 AM (+08)

Personal particulars Completed: 18 Mar 2024

[📘 Task instructions](#)

Identity details	
Full name	Karen chng
NRIC/FIN	S0933410F
Gender	Female
Date of birth	01/02/2009
Citizenship	MALAYSIAN
Singapore PR	Yes

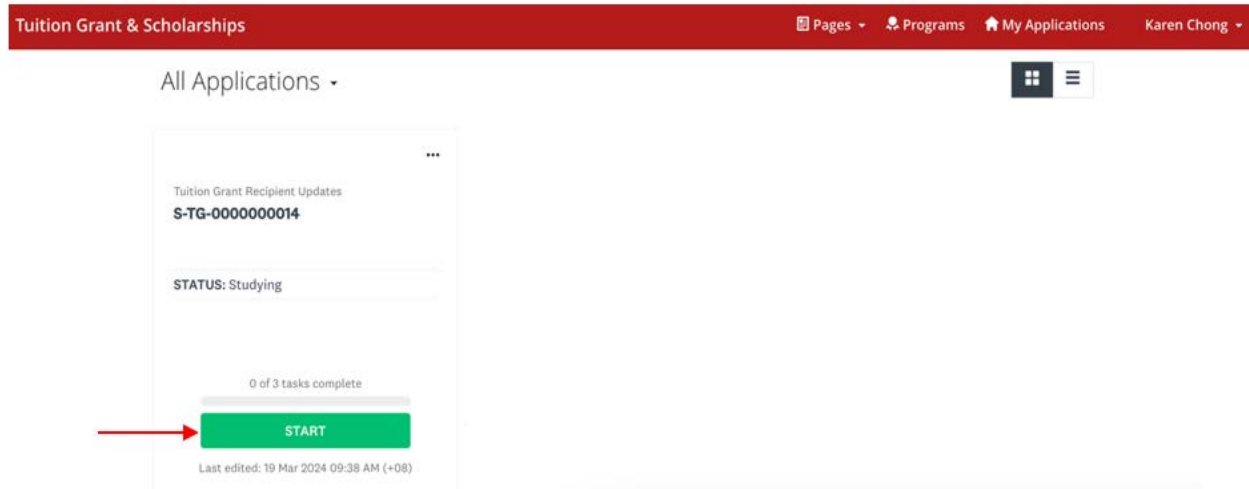
Admission details	
Institute	National University of Singapore
Admission year	2022
Matriculation number	12345677

- c) You will receive an email notification confirming that your application has been submitted successfully.
- d) You and your sureties will receive email notifications to sign the agreement digitally after the application window has closed. The link to the digital agreement and signing instructions will be included in the email.

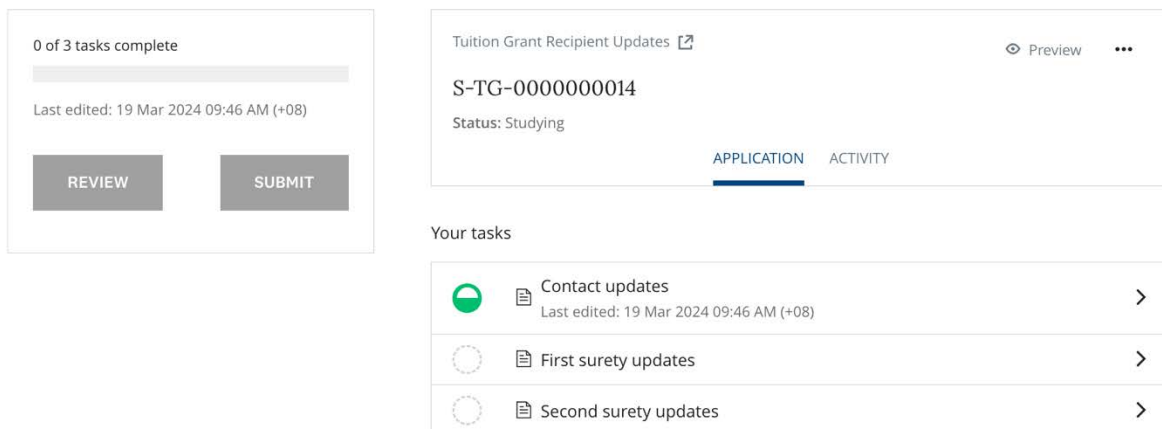
4 TG RECIPIENT UPDATES (AVAILABLE IN JUN 2024)

After you have been awarded with TG, please update your contact information and your sureties' whenever there are changes. You can do so via the **Tuition Grant Recipient Updates** program. This program is available to all Grant recipients after they log into their account.

Click **START** to begin updating contact details.



Click on the relevant task to select the party for whom the contact details are to be updated.





4.1 Contact updates


Please enter your new contact details.

[← Back to application](#)

[Tuition Grant Recipient Updates](#)
S-TG-0000000014
ID: S-TG-0000000014 | Status: Studying

 Contact updates >

 First surety updates


 Second surety updates

0 of 3 tasks complete

Last edited: 19 Mar 2024 09:53 AM (+08)

REVIEW

SUBMIT

 Contact updates

[Reuse data](#) ⓘ ...

Task instructions [Hide](#)

Please ensure that your contact information is up to date. To edit saved information, click the above icon with 3 dots, and select Edit.

Contact information

Please keep your email **karen_chong@hiend.com** up-to-date on **your** profile.

Mobile number

98765432

Home country address

Please do not use your hostel address.

Country

MALAYSIA

Address line 1

502A

Address line 2

CANNING HIGHWAY

City/Town

Iskander

State/Province

Johor

Postal code

236158

Singapore address

Country

SINGAPORE

Address line 1

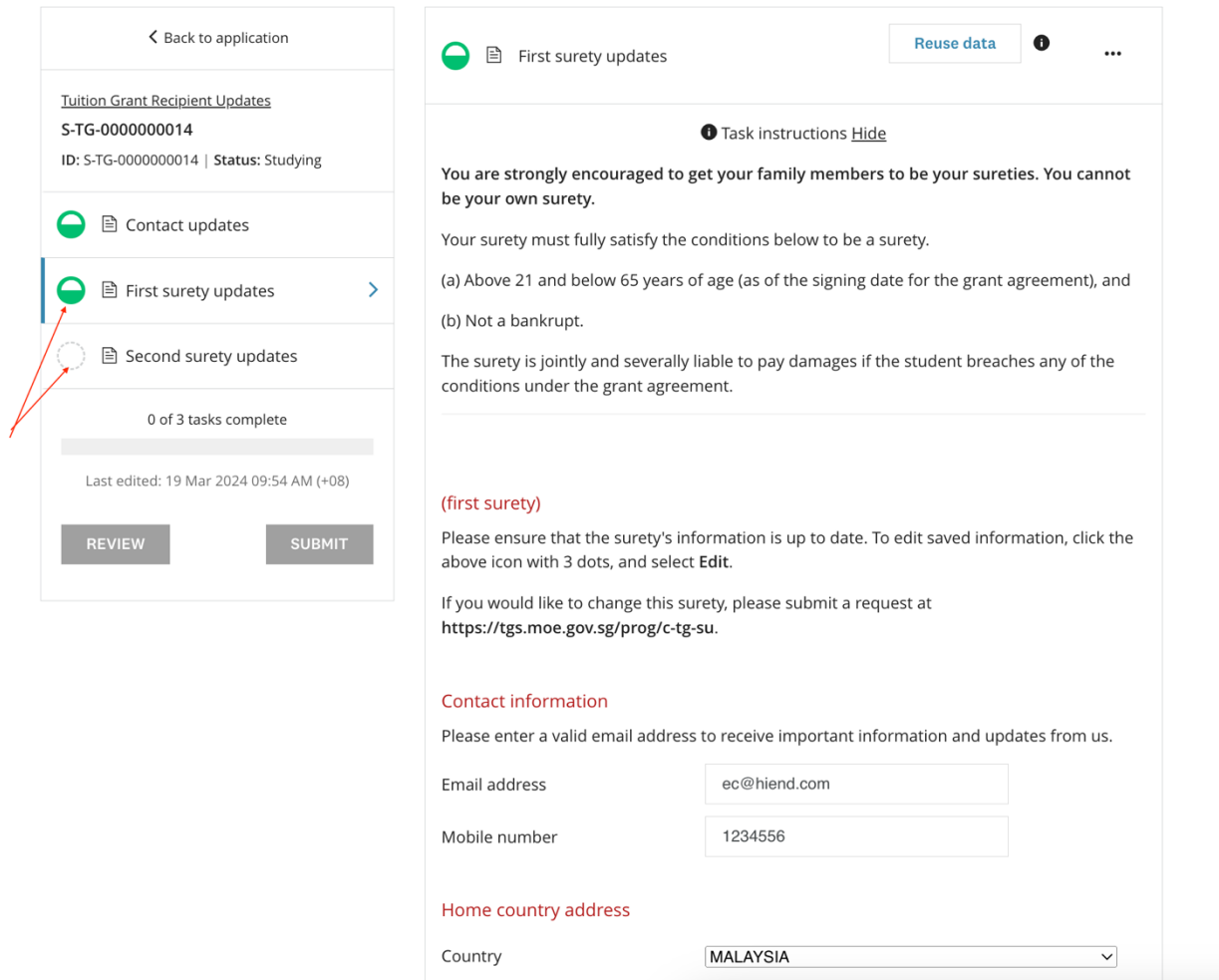
Block 610, #06-81

16

4.2 Surety updates

If there is a change in the contact details for your first and/ or second surety, you can use the corresponding tasks to update the details accordingly.

Please enter the new contact details of the surety, then click **MARK AS COMPLETE**.



[Back to application](#)

Tuition Grant Recipient Updates
S-TG-0000000014
ID: S-TG-0000000014 | Status: Studying

[Contact updates](#)

[First surety updates](#)

[Second surety updates](#)

0 of 3 tasks complete

Last edited: 19 Mar 2024 09:54 AM (+08)

[REVIEW](#) [SUBMIT](#)

[Reuse data](#) ⓘ ...

Task instructions [Hide](#)

You are strongly encouraged to get your family members to be your sureties. You cannot be your own surety.

Your surety must fully satisfy the conditions below to be a surety.

(a) Above 21 and below 65 years of age (as of the signing date for the grant agreement), and
(b) Not a bankrupt.

The surety is jointly and severally liable to pay damages if the student breaches any of the conditions under the grant agreement.

(first surety)

Please ensure that the surety's information is up to date. To edit saved information, click the above icon with 3 dots, and select **Edit**.

If you would like to change this surety, please submit a request at <https://tgs.moe.gov.sg/prog/c-tg-su>.

Contact information

Please enter a valid email address to receive important information and updates from us.

Email address

Mobile number

Home country address

Country

Proceed to submit the update by clicking the **Submit** button.

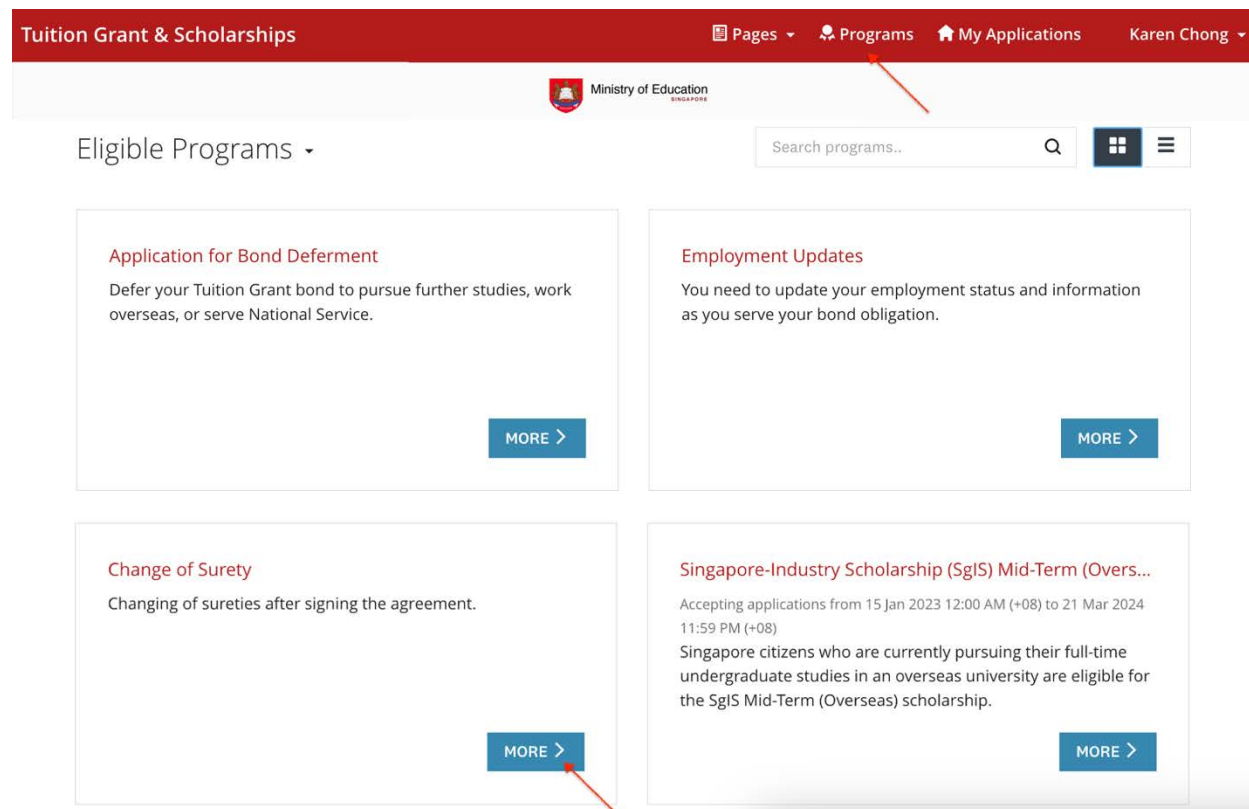
Note: You can only update the contact details of your sureties via these tasks. If you wish to change your surety, please submit a [Change of Surety](#) request via the TG&S portal.

5 CHANGE OF SURETY (AVAILABLE IN JUN 2024)

Grant recipients can submit a request to change either one or both sureties via the TG&S portal. If approved, you and the appointed sureties must sign a variation agreement.

To submit a request:

- Login to the TG&S portal and click the **Programs** menu option.
- Locate the **Change of Surety** program and click **MORE**.



c) Read the instructions. If you wish to proceed, click APPLY.

Change of Surety

IMPORTANT: To update the contact details of your current surety, simply make the changes in your Tuition Grantee Updates record. There's no need to submit a separate request for a change of surety.

You are only allowed to submit the request once, to change either one or both of your sureties.

The processing time is usually 3 to 4 weeks. If your request is approved, we will contact you to arrange for the signing of a Variation Agreement.

Who must sign the Variation Agreement:

- If changing one surety, you are required to sign it with the remaining surety and the new surety.
- If changing both sureties, you are required to sign it with the two new sureties.

APPLY

d) A new submission with a case ID is created. You are required to complete the following tasks.

0 of 3 tasks complete

Last edited: 19 Mar 2024 10:32 AM (+08)

REVIEW SUBMIT

Change of Surety [🔗](#) Preview ...

C-TG-SU-0000000016

APPLICATION ACTIVITY

Your tasks

<input type="radio"/>	<input type="checkbox"/> Student's contact	>
<input type="radio"/>	<input type="checkbox"/> First surety	>
<input type="radio"/>	<input type="checkbox"/> Second surety	>

5.1 Reuse data

The **Reuse data** pop-up is shown when you access any of the tasks. This allows you to copy the data entered previously when you applied for TG. Click **ADD DATA** to reuse some of the old data for this application and edit where necessary.

The image shows a 'Reuse data' pop-up dialog box centered over a blurred background of a task form. The dialog box has a title bar with a close button (X). The main text asks: 'You have previously completed this task. Would you like to reuse the data you provided?'. Below this, it shows 'Previous instance' as '18 Mar 2024 05:25 PM (+08) (TG-NUS-UG-0000000022)'. There is a checked checkbox next to the text 'Overwrite any data I have already added to this task'. At the bottom, there are two buttons: 'CANCEL' and 'ADD DATA'.

Task instructions [Hide](#)

Reuse data

You have previously completed this task. Would you like to reuse the data you provided?

Previous instance
18 Mar 2024 05:25 PM (+08) (TG-NUS-UG-0000000022)

☒ Overwrite any data I have already added to this task



[CANCEL](#) [ADD DATA](#)



5.2 Students contact



Enter your contact details and upload the relevant supporting documents.

[< Back to application](#)

[Change of Surety](#)
C-TG-SU-0000000016
ID: C-TG-SU-0000000016

  Student's contact >

  First surety



  Second surety



0 of 3 tasks complete


Last edited: 19 Mar 2024 10:39 AM (+08)

REVIEW

SUBMIT

  Student's contact

[Reuse data](#)  

 Task instructions [Hide](#)

Please ensure that your contact information is up to date. To edit saved information, click the above icon with 3 dots, and select Edit.

Contact information

Please keep your email karen_chong@hiend.com up-to-date on your profile.

Mobile number

Home country address

Please do not use your hostel address.

Country

Address line 1

Address line 2

City/Town

State/Province

Postal code

Singapore address

Country

Address line 1

21

5.3 Surety Details

If you intend to change the first surety, enter the details of the individual who would now act as your first surety. Else, you may update details of your first surety where necessary.

Repeat the same for your second surety.

[Back to application](#)

Change of Surety

C-TG-SU-0000000016

ID: C-TG-SU-0000000016

Student's contact

First surety

Second surety

0 of 3 tasks complete

Last edited: 24 Mar 2024 03:59 PM (+08)

REVIEW

SUBMIT

First surety

Reuse data

Task instructions [Hide](#)

You are strongly encouraged to get your family members to be your sureties. You cannot be your own surety.

Your surety must fully satisfy the conditions below to be a surety.

(a) Above 21 and below 65 years of age (as of the signing date for the grant agreement), and

(b) Not a bankrupt.

The surety is jointly and severally liable to pay damages if the student breaches any of the conditions under the grant agreement.

Current surety

If you are changing this surety, please fill out the form below with your new surety's details. To update information for your current surety, please complete the same form with the revised details.

Current surety's name

Edwin Chong

Change this surety

☒ Yes

☐ No

Identity details

Full name

Ella Chong

5.4 Review and Submit Application

- Once all tasks are marked as complete, click **Review** to review your application and check that all information provided is correct.
- Proceed to submit your application by clicking the **Submit** button on the Application screen or the **Submit Your Application** button on the Review screen.

The left screenshot shows the 'Review' screen. At the top, there is a 'Back to application' link. Below it, the application title 'Change of Surety' and ID 'C-TG-SU-0000000016' are displayed. A checklist on the left shows three tasks: 'Student's contact', 'First surety', and 'Second surety', all marked with green checkmarks. A progress bar indicates '3 of 3 tasks complete'. At the bottom, there are 'REVIEW' and 'SUBMIT' buttons. Red arrows point from these buttons to the right screenshot.

The right screenshot shows the 'Application' screen. At the top, there is a 'Back to application' link and a 'SUBMIT YOUR APPLICATION' button. Below it, the application title 'Change of Surety' and ID 'C-TG-SU-0000000016' are displayed. A 'Download' icon is also present. The 'Your tasks' section shows the 'Student's contact' task as completed. The 'Contact information' section includes a note: 'Please keep your email karen_chong@hiend.com up-to-date on your profile.' The form fields show 'Mobile number' as 98765432 and 'Home country address' as MALAYSIA, 502A.

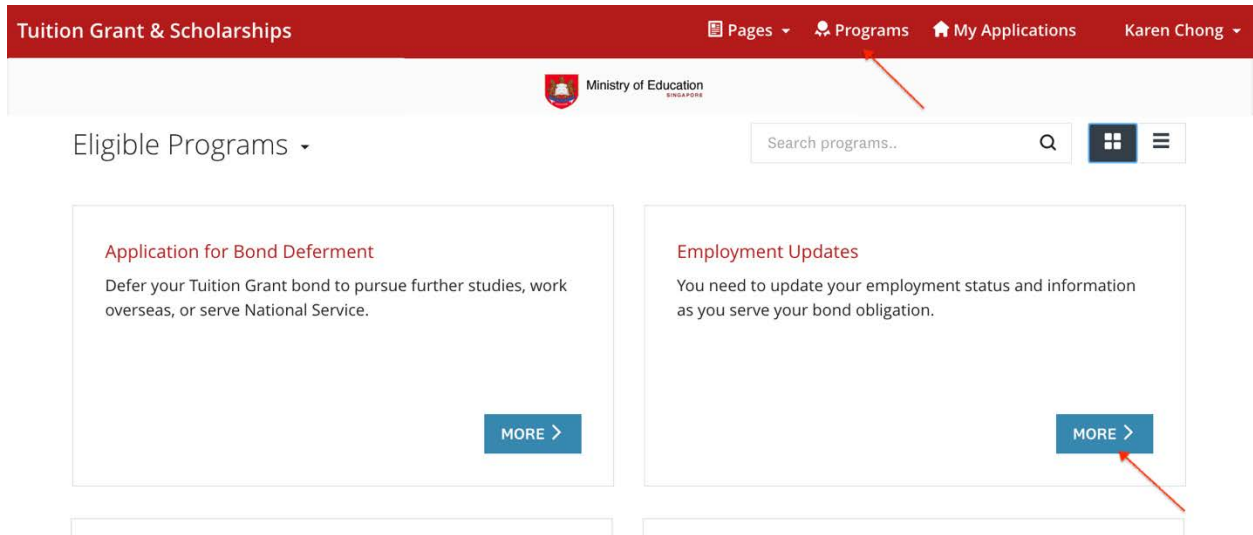
- You will receive an email notification confirming that your application has been submitted successfully.
- You and your sureties will receive email notifications to sign the agreement digitally. The link to the digital agreement and signing instructions will be included in the email.

6 EMPLOYMENT UPDATES

Grant recipients must update their employment details **every six months** or **immediately** when there is a change of employment.

To submit an employment update:

- Login to the TG&S portal and click the **Programs** menu option.
- Locate the **Employment Updates** program and click **MORE**.



c) Read the instructions carefully. If you wish to proceed, click **APPLY**.

Employment Updates

When you submit an employment update, you will need to upload the following documents:

For your first job

You must upload a letter of certification from your employer. The letter should indicate the starting date of employment.

It should:

- Be printed on the company letterhead.
- Be signed by the HR manager or director.
- Include your full name and NRIC or FIN.
- Include the name, telephone number or email address of the contact person in the company.

You can refer to the [sample letter on your current employment](#).

When you change your job

You must upload 2 letters:

1. From your previous employer, a letter certifying the start and end date of employment.
2. From your new employer, a letter certifying the start date of employment.

They should:

- Be printed on the company letterhead.
- Be signed by the HR manager or director.
- Include your full name and NRIC or FIN.
- Include the name, telephone number or email address of the contact person in the company.

You can refer to the following samples:

- [Sample letter on your resignation](#)
- [Sample letter on your current employment](#)

For local self-employment

APPLY

d) A new submission with a case ID is created. You are required to complete the following tasks.

0 of 1 tasks complete

Last edited: 20 Mar 2024 11:55 AM (+08)

REVIEW

SUBMIT

Employment Updates [🔗](#)

Preview

C-TG-EM-0000000062

APPLICATION

ACTIVITY

Your tasks

📄 Employment details >

6.1 Employment Details

Enter the details of your employment accordingly.

[← Back to application](#)

[Employment Updates](#)
C-TG-EM-0000000062
ID: C-TG-EM-0000000062

○

[Employment details](#) [>](#)

0 of 1 tasks complete

Last edited: 20 Mar 2024 11:55 AM (+08)

REVIEW

SUBMIT

○

[Employment details](#)

...

Task instructions [Hide](#)

Please complete the fields below and ensure that the information provided is accurate and up-to-date. To edit saved information, click the icon with three dots above and select "Edit".

Company

Company name

Employment status

☐ I am currently working in this company
☐ I have stopped working in this company

Employment

For current employment, please enter today's date into the **Latest employment date**.
For past employment, please enter the last date of employment into the **Latest employment date**.

Start date

Latest employment date

Job details

Job title

Job type

☐ Full-time
☐ Part-time
☐ Self-employed

Note: Ensure you have entered the correct details before clicking **MARK AS COMPLETE**. The application will be submitted automatically after you marked the task as complete.

6.2 Submission and Follow-up

You can login to your account to check on the status of your employment update.

7 APPLICATION FOR BOND BUY-OUT

Grant recipients can submit a bond buy-out request via the TG&S portal. You will receive an email notification on your liquidated damages (LD) payable and the payment procedures.

To apply for a bond buy-out:

- Login to the TG&S portal and click the **Programs** menu option.
- Locate the **Application for Bond Buy-out** program and click **MORE**.

The screenshot displays the TG&S portal interface. At the top, a red navigation bar contains the text 'Tuition Grant & Scholarships' on the left and 'Pages', 'Programs', 'My Applications', and 'Karen Chong' on the right. Below this bar is the Ministry of Education Singapore logo. The main content area features a search bar with the text 'Application for Bond B' and a search icon. Below the search bar, a card titled 'Application for Bond Buy-out' is displayed. The card contains the text: 'You need to pay for the liquidated damages if there are changes to your course status or if you decide to buy out your bond.' At the bottom right of the card is a blue button labeled 'MORE >'. Below the card, the text '1 - 1 of 1 Programs' is visible. Red arrows point to the 'Programs' menu item in the navigation bar and the 'MORE >' button in the card.

Tuition Grant & Scholarships

Pages Programs My Applications Karen Chong

Ministry of Education SINGAPORE

Eligible Programs

Application for Bond B

Application for Bond Buy-out

You need to pay for the liquidated damages if there are changes to your course status or if you decide to buy out your bond.

MORE >

1 - 1 of 1 Programs

c) Read the instructions. If you wish to proceed, click **APPLY**.

Application for Bond Buy-out

In the event of the following circumstances, you will be subject to liquidated damages:

1. Withdraw from a course
2. Terminated from a course
3. Change of course without taking up tuition grant in your new course
4. Buy out bond while studying
5. Buy out bond while employed

Please review the conditions carefully and consider the implications before making decisions that could invoke these damages.

APPLY

d) A new submission with a case ID is created. You are required to complete the following task.

0 of 1 tasks complete

Last edited: 21 Mar 2024 09:47 AM (+08)

REVIEW SUBMIT

Application for Bond Buy-out [🔗](#)

👁 Preview ...

C-TG-LD-0000000040

Status: Pending approval

APPLICATION ACTIVITY

Your tasks

🕒 Request details >

7.1 Request Details

Select the reason for requesting a bond buy-out and provide remarks if any.

[← Back to application](#)

Application for Bond Buy-out
C-TG-LD-0000000040
ID: C-TG-LD-0000000040 | Status: Pending approval

Request details

>

0 of 1 tasks complete

Last edited: 21 Mar 2024 09:47 AM (+08)

REVIEW

SUBMIT

Request details

Reason of request

☐ Withdraw from a course

☐ Terminated from a course

☐ Change of course without taking up tuition grant

☐ Bond buy-out

Remarks

This field is optional.

SAVE & CONTINUE EDITING

MARK AS COMPLETE

Note: Ensure you have entered the correct details before marking the task as complete. The application will be submitted automatically after you marked the task as complete.

Task confirmation

The task Request details will be locked once you complete it.

CANCEL

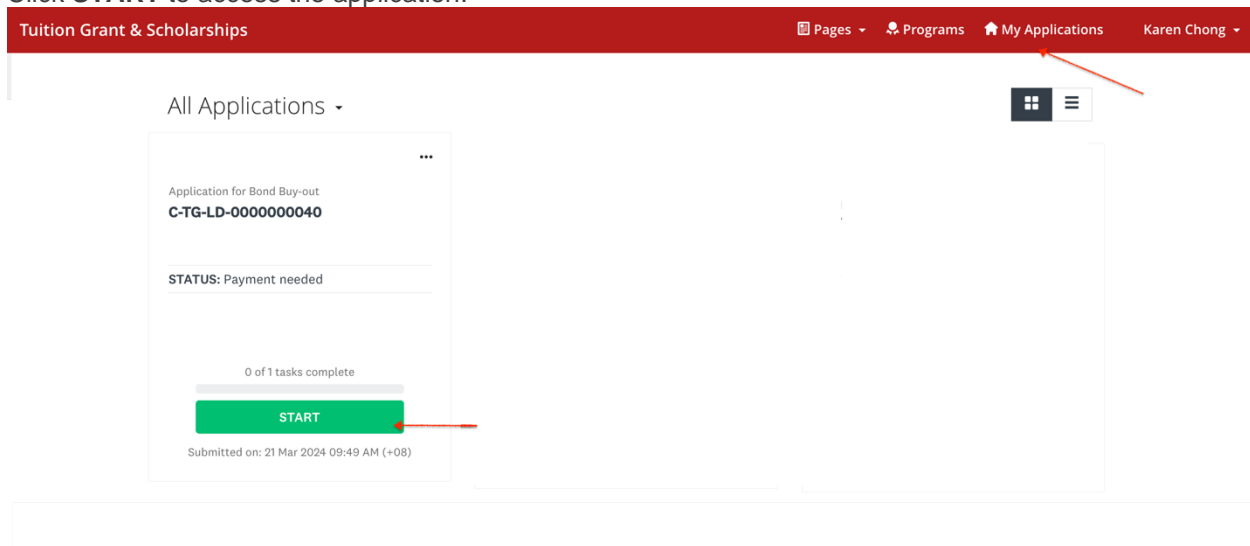
COMPLETE TASK

7.2 Payment

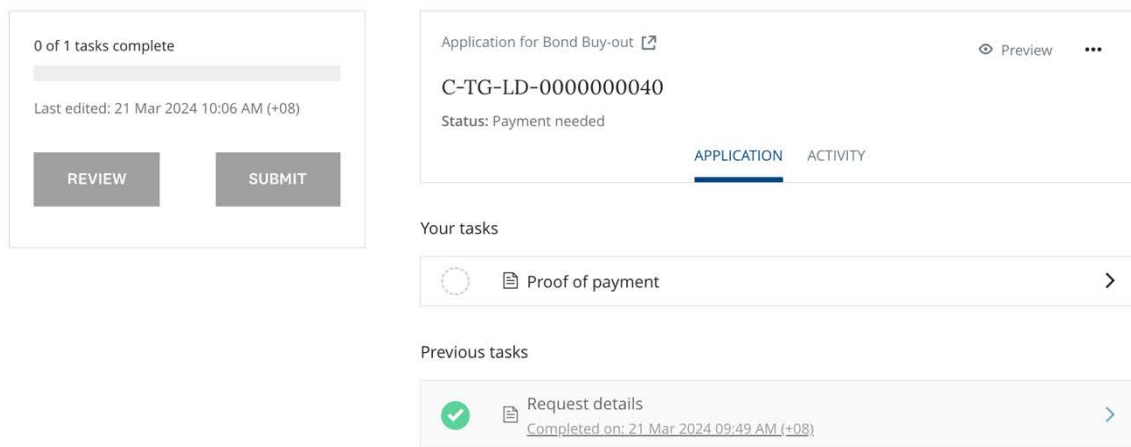
After your application has been processed, you will receive an email notification on your LD payable and the payment procedures.

You are required to login to the TG&S portal and submit your proof of payment. The application is listed on the home screen when you login. Alternatively, you can click **My Applications** on the top menu to view your application.

Click **START** to access the application.







You are required to complete the following task.



7.2.1 Request details

This task is read-only, to show the details of your originally submitted request.

← Back to application	<div><div></div><div>Request details</div><div>Completed 21 Mar 2024 09:49 AM (+08)</div></div> <div>Read only</div> <div>...</div>
<div><div><u>Application for Bond Buy-out</u></div><div>C-TG-LD-0000000040</div><div>ID: C-TG-LD-0000000040 Status: Payment needed</div></div>	<div><div>Reason of request</div><div>Change of course without taking up tuition grant</div></div>
<div><div></div><div>Proof of payment</div></div>	<div><div>Remarks</div><div>This field is optional.</div><div>ok</div></div>
<div><div>0 of 1 tasks complete</div><div>Last edited: 21 Mar 2024 10:06 AM (+08)</div><div><div>REVIEW</div><div>SUBMIT</div></div></div>	

7.2.2 Proof of payment

You can view the details of payment due and upload your proof of payment (e.g. screenshot of successful fund transfer, remittance application etc.).

[Back to application](#)

[Application for Bond Buy-out](#)
C-TG-LD-0000000040
ID: C-TG-LD-0000000040 | Status: Receipt & next payment

Proof of payment

0 of 1 tasks complete

Last edited: 28 Mar 2024 08:19 AM (+08)

REVIEW

SUBMIT

Proof of payment

Task instructions [Hide](#)

To edit saved information, click the icon with three dots above and select "Edit".
Please note that payment status will be updated in 30 days after receipt.

Payment 1

Total due	Due date	Amount received	Date received
10000	01/04/2024	0	

Proof of payment

You may upload multiple files. For continuity, please retain any previously submitted records - do not delete them.

Ensure your uploaded payment receipts clearly display the payer, payee, transaction amount, and payment reference number.

To modify previously saved information, scroll to the top of this page, click on the three-dot icon, and choose "Edit" from the options.

Minimum: 1 Maximum: 15 Max file size: 3 MB

Upload a file

Accepted formats: .pdf, .jpg, .jpeg, .png

SAVE & CONTINUE EDITING

MARK AS COMPLETE

Note: Ensure that you have uploaded the correct document before marking the task as complete. The application will be submitted automatically after you marked the task as complete.

7.3 Completion of bond buyout application

You will receive an email notification confirming the receipt of your payment. You will also receive another email notification confirming the completion of your bond buyout application if the full LD amount is received.

8 APPLICATION FOR BOND DEFERMENT

Grant recipients must submit their bond deferment request via the **Application for Bond Deferment** program in the TG&S portal.

To apply for a bond deferment:

- Login to the TG&S portal and click the **Programs** menu option.
- Locate the **Application for Bond Deferment** program and click **MORE**.

The screenshot displays the TG&S portal interface. At the top, a red navigation bar contains the text 'Tuition Grant & Scholarships' on the left and 'Pages', 'Programs', 'My Applications', and 'Karen Chong' on the right. An arrow points to the 'Programs' link. Below the navigation bar is the Ministry of Education Singapore logo. The main content area features a search bar with 'Application for Bond D' and a search icon. Below the search bar, a card titled 'Application for Bond Deferment' is shown, with the description 'Defer your Tuition Grant bond to pursue further studies, work overseas, or serve National Service.' and a blue 'MORE >' button. At the bottom, it indicates '1 - 1 of 1 Programs'.

c) Read the instructions. If you wish to proceed, click **APPLY**.

Application for Bond Deferment

Deferment to pursue further studies
You need to apply for deferment to pursue full-time further studies at Institutes of Higher Learning (IHLs) without tuition grant, in a private or an overseas institution. [Learn more.](#)

Deferment to work overseas
You might have to apply for deferment if you are posted overseas by a Singapore entity. [Learn whether you need to do so.](#)

Deferment to serve National Service
You must apply for deferment before your enlistment date if you are serving National Service (NS) in Singapore or your home country. [Learn more.](#)

Banker's Guarantee
You must place a Banker's Guarantee when applying for deferment of your Tuition Grant bond. Learn how it is calculated, the steps to apply and how to claim it back. [Learn more.](#)

APPLY

d) A new submission with a case ID is created. You are required to complete the following task.

0 of 1 tasks complete

Last edited: 22 Mar 2024 12:03 PM (+08)

REVIEW SUBMIT

Application for Bond Deferment [🔗](#)

C-TG-DF-0000000066

Preview ...

APPLICATION ACTIVITY

Your tasks

Deferment details >

8.1 Deferment Details

Select the reason for your deferment request. Additional details may be required based on your reason for deferment.

[Back to application](#)

Application for Bond Deferment

C-TG-DF-0000000066

ID: C-TG-DF-0000000066

Deferment details

0 of 1 tasks complete

Last edited: 22 Mar 2024 12:03 PM (+08)

REVIEW

SUBMIT

Deferment details

Reason for deferment

☐ Local studies

☐ Overseas studies

☐ Overseas employment

☐ Local National Service

☐ Others

Deferment

Start date

dd/mm/yyyy

End date

dd/mm/yyyy

Duration in months

0

Address during deferment

Country

- Please select -

Address line 1

House number and street name

Address line 2

Apt, suite, unit, etc. if applicable

City/Town

State/Province

Note: Ensure you have entered the correct details before marking the task as complete. The application will be submitted automatically after you marked the task as complete.

Task confirmation

The task **Deferment details** will be locked once you complete it.

CANCEL

COMPLETE TASK

8.2 Banker's Guarantee (BG)

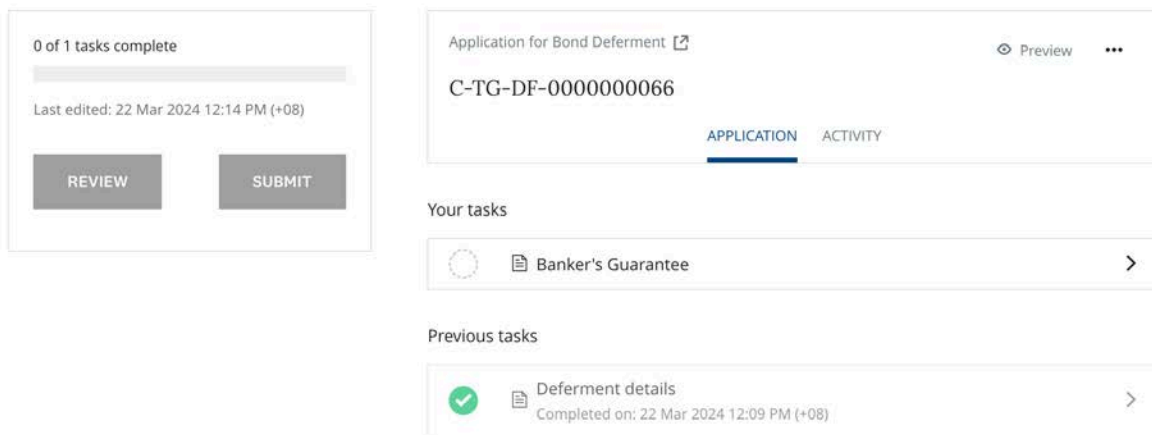
After your application has been processed, you will receive an email notification on how to apply for a BG.

You can login to the TG&S portal and update the details after you have submitted your BG application to the bank. The application is listed on the home screen when you login. Alternatively, you can click **My Applications** on the top menu to view your application.

Click **START** to access the application.



You are required to complete the following task.



8.2.1 Deferment details

This task is read-only, to show the details of your originally submitted request.

← Back to application

Application for Bond Deferment

C-TG-DF-0000000066

ID: C-TG-DF-0000000066

Banker's Guarantee

0 of 1 tasks complete

Last edited: 22 Mar 2024 12:14 PM (+08)

REVIEW

SUBMIT

✓

Deferment details

Completed 22 Mar 2024 12:09 PM (+08)

Read only

⋮

Reason for deferment

Overseas studies

Deferment

Start date	01/06/2024
End date	01/01/2026
Duration in months	20

Address during deferment

Country	AUSTRALIA
Address line 1	100
Address line 2	CANNING HIGHWAY
City/Town	South Perth
State/Province	Western Australia
Postal code	2123

Further studies

Institute name	Murdoch University
Course of study	Masters in Computer Science

Supporting documents

For local or overseas studies, please upload the offer letter or acceptance letter from the overseas or local institution with the duration clearly stated.

For an extension of local or overseas studies, please upload the letter from the institution stating that more time is required to complete the course.

📎

SaveComplete.png

8.2.2 Banker's Guarantee (BG)

You can update the details of your BG received, if applicable.

Back to application

Application for Bond Deferment
C-TG-DF-0000000066
ID: C-TG-DF-0000000066

Banker's Guarantee

0 of 1 tasks complete

Last edited: 22 Mar 2024 12:14 PM (+08)

REVIEW SUBMIT

Banker's Guarantee

Issuing bank - Please select -

Reference number

Attachment

Please upload the Banker's Guarantee issued by your bank. If you've already arranged for your bank to issue/deliver the guarantee electronically, you can bypass this step and mark the task as complete.

Max file size: 3 MB

Upload a file Accepted formats: .pdf

SAVE & CONTINUE EDITING MARK AS COMPLETE

Note: Ensure you have uploaded the correct document before marking the task as complete. The application will be submitted automatically after you marked the task as complete.

Task confirmation

The task Banker's Guarantee will be locked once you complete it.

CANCEL COMPLETE TASK

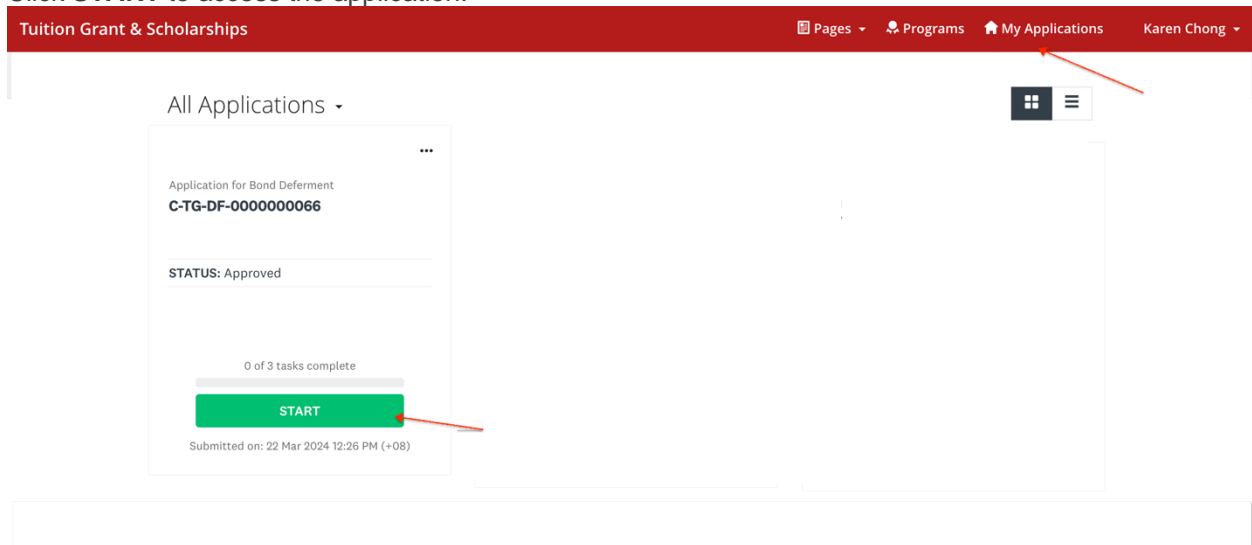
You will receive an email notification on the outcome of your deferment application.

8.3 Deferment

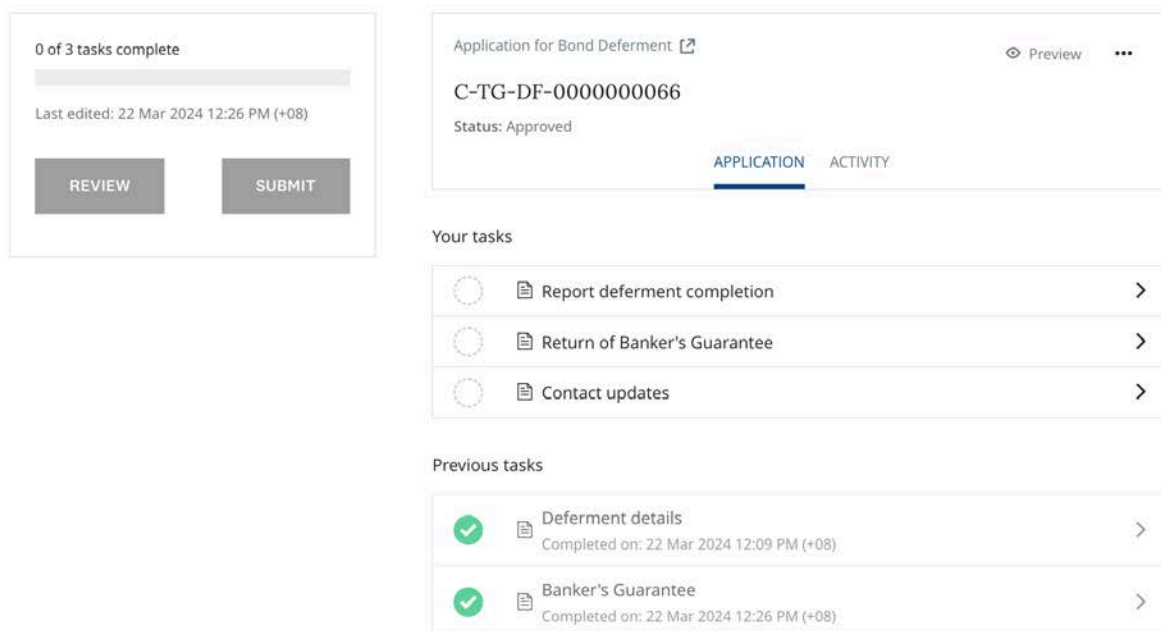
You are expected to update your status when your deferment ends and when you start serving your bond obligation.

If you wish to update your status towards the end of your deferment, you can login to the TG&S portal and access your deferment application. It will be listed on the **My Applications** screen with the status **Approved**.

Click **START** to access the application.



You will see three tasks listed on the **Application** screen.



8.3.1 Returning from deferment

You must complete this task at the end of your deferment. You may be required to enter further details based on your reason for deferment.

← Back to application

Application for Bond Deferment
C-TG-DF-0000000066
ID: C-TG-DF-0000000066 | Status: Approved

Report deferment completion

Return of Banker's Guarantee

Contact updates

0 of 3 tasks complete

Last edited: 22 Mar 2024 05:25 PM (+08)

REVIEW

SUBMIT

Report deferment completion

Task instructions [Hide](#)

Please update your latest deferment status. To edit saved information, click the above icon with 3 dots, and select Edit.

✓ Draft saved

Deferment completion

Have you completed your deferment?

☒ Yes ☐ No

Clear

Supporting documents

If you have completed your further studies, please upload your full transcript and proof of completion.

If you did not complete your further studies, please upload a course termination or withdrawal letter.

Minimum: 1 Maximum: 5 Max file size: 3 MB

Upload a file

Accepted formats: .pdf, .jpg, .jpeg, .png

Declaration by applicant

I have to diligently seek employment in Singapore and serve any outstanding Tuition Grant bond.

Should I fail to serve my bond, my sureties and I will be liable for liquidated damages.

☐ I have read and agreed to the declaration.

8.3.2 Contact updates

You should update your latest contact details upon your return to Singapore. You can reuse any data previously entered and edit where necessary.

[< Back to application](#)

[Application for Bond Deferment](#)
C-TG-DF-0000000066
ID: C-TG-DF-0000000066 | Status: Approved

Report deferment completion

Return of Banker's Guarantee

Contact updates >

0 of 3 tasks complete

Last edited: 22 Mar 2024 05:25 PM (+08)

REVIEW

SUBMIT

Contact updates

Reuse data ⓘ ...

Task instructions [Hide](#)

Please ensure that your contact information is up to date. To edit saved information, click the above icon with 3 dots, and select Edit.

Contact information

Please keep your email **karen_chong@hiend.com** up-to-date on **your profile**.

Mobile number

98765432

Home country address

Please do not use your hostel address.

Country

MALAYSIA

Address line 1

502A

Address line 2

CANNING HIGHWAY

City/Town

Iskander

State/Province

Johor

Postal code

236158

Singapore address

Country

SINGAPORE

8.3.3 Return of Banker's Guarantee (BG)

You can request for the return of your BG after securing employment in Singapore.

[Back to application](#)

Application for Bond Deferment

C-TG-DF-0000000066

ID: C-TG-DF-0000000066 | Status: Approved

Report deferment completion

Return of Banker's Guarantee

Contact updates

2 of 3 tasks complete

Last edited: 22 Mar 2024 05:33 PM (+08)

REVIEW

SUBMIT

Return of Banker's Guarantee

Task instructions

Hide

Please update your latest employment status. To edit saved information, click the above icon with 3 dots, and select Edit.

Return of Banker's Guarantee

Have you returned to Singapore and commenced employment, making you eligible to apply for the return of your Banker's Guarantee?

Yes

No

Clear

Supporting documents

Please upload the following documents:

a) Proof of return to Singapore, e.g., stamp on passport, boarding pass.

b) Proof of employment in Singapore, e.g., employment certification letter, pay slip, CPF statement.

Minimum: 1

Maximum: 5

Max file size: 3 MB

1. SaveComplete.png

...

Upload another file

Accepted formats: .pdf, .jpg, .jpeg, .png

42

8.3.4 Review and Submit

Once all tasks are marked as complete, click **Review** to review your application and check that all information provided is correct.

Proceed to submit your request for BG return by clicking the **Submit** button on the Application screen or the **Submit Your Application** button on the Review screen.

Back to application

Application for Bond Deferment
C-TG-DF-0000000066
ID: C-TG-DF-0000000066 | Status: Approved

Report deferment completion

Return of Banker's Guarantee

Contact updates

3 of 3 tasks complete

Last edited: 22 Mar 2024 05:35 PM (+08)

REVIEW

SUBMIT

Back to application

SUBMIT YOUR APPLICATION

Application for Bond Deferment
C-TG-DF-0000000066
ID: C-TG-DF-0000000066 | Status: Approved | Last edited: 22 Mar 2024 05:35 PM (+08)

Your tasks

Application

100.0% complete
Submitted on: 22 Mar 2024 12:11 PM (+08)

Deferment details

Completed: 22 Mar 2024

Reason for deferment

Overseas studies

Deferment

Start date01/06/2024

End date01/01/2026

Duration in months20

Address during deferment

CountryAUSTRALIA

Address line 1100

Address line 2CANNING HIGHWAY

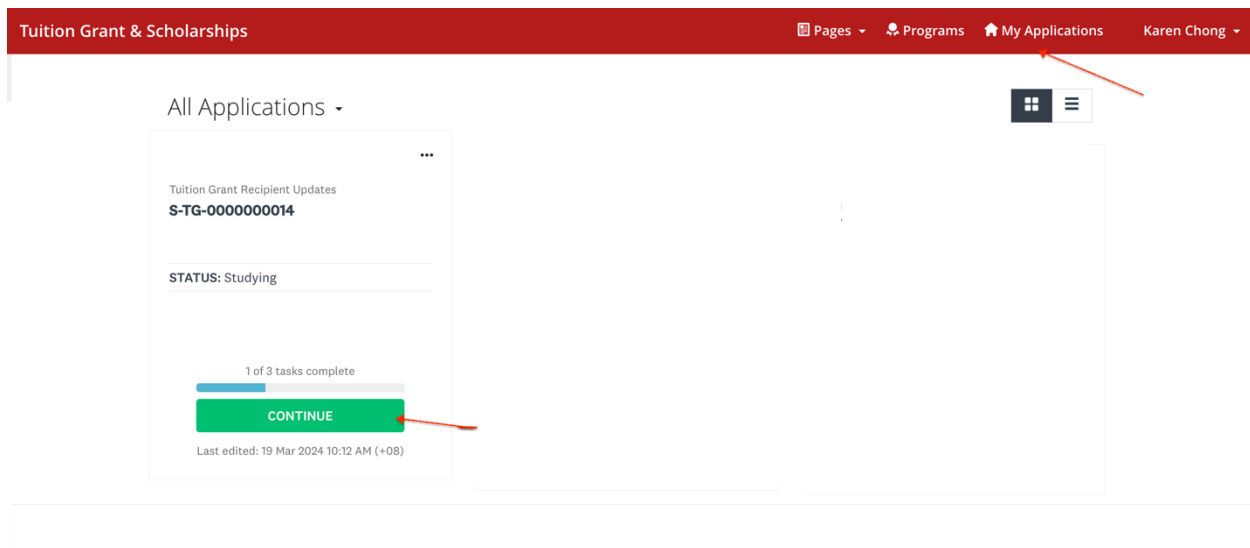
43

9 EDITING APPLICATIONS AND TASKS

9.1 Continue an existing TG application

If you are unable to complete your application in one sitting, you can login again to continue and complete the application.

You can locate the application listed on your dashboard after logging in. Click **Continue** to complete your application. Please remember to click **Submit** to submit your application before the deadline.



9.2 Edit a completed task

Changes can be made within the application window to a task you have already marked as complete if the application is not submitted.

- Click on the specific task of the application that you want to edit.
- Click on " ⋮ " at the top rightmost of the application screen and click **Edit** from the dropdown options.
- Once all edits are made, click **MARK AS COMPLETE**.

Tuition Grant & Scholarships

Pages Programs My Applications STG Applicant 013

[Back to application](#)

[Application for Bond Deferment](#)
C-TG-DF-0000000055
ID: C-TG-DF-0000000055 | Status:
Deferment reminder 1

✓

Report deferment completion

Return of Banker's Guarantee

Contact updates

1 of 3 tasks complete

Last edited: 20 Mar 2024 11:38 AM (+08)

REVIEW

SUBMIT

✓

Report deferment completion

Completed 20 Mar 2024 11:38 AM (+08)

⋮

Task instructions [Hide](#)

Please update your latest deferment status. To edit saved information, click the icon with 3 dots, and select Edit.

Deferment completion

Have you completed your deferment?

No

Remarks

This section is optional.

(No response)

45