

# For applicant – Guide

Ministry of Education  
SINGAPORE

## U4A (For SUSS) - MOE Ad Hoc Application for Use of Post-Secondary Education Account

🕒 10 mins estimated time to complete

1) Click button to begin. → **S1234567A - LOG OUT**

### Instructions

This online form is for Post-Secondary Education Account (PSEA) holder who wishes to use his/ her own PSEA for approved fees or charges incurred at an approved institution. The form is to be completed by either:

## Instructions

This online form is for Post-Secondary Education Account (PSEA) holder who wishes to use his/ her own PSEA for approved fees or charges incurred at an approved institution. The form is to be completed by either:

- i. the account holder (the student), if he/she is 21 years old or above, or
- ii. a parent if the account holder (the student) is below 21 years old.

MOE will not be able to process the application if there is incorrect information provided.

### NOTE:

Do not use the online form if you are:

- i. Intending to use sibling's PSEA, or
- ii. a Guardian

If you are a guardian or intend to use sibling's PSEA, please fill in the hardcopy application form and submit to your/your child's institution. Click on the link to download the form: <https://www.moe.gov.sg/docs/default-source/document/education/post-secondary/files/psea-ad-hoc-withdrawal-form.pdf>

1. I am:

- a PARENT submitting on behalf of my child who is below 21 years old.
- a STUDENT who is 21 years old and above.

SUBMIT

2) Click on one of the radio buttons to begin.

1. I am:

a PARENT submitting on behalf of my child who is below 21 years old.

a STUDENT who is 21 years old and above.

## Student Details

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2. Name of Student (As in NRIC)

3. NRIC Number of Student

4. Date of birth

 

5. Student PI

As issued by the institution.

6. Join Intake

3) Key in details



### 7. PSEA Usage Category

(Please select one)

\*For SkillsFuture Singapore (SSG) Approved Course\*

SSG-SKLUPG: SSG Course Fee-Skill Upgrading

SSG-PDEV: SSG Course Fee-Personal Development - IAL

SSG-SKLUPG



### 8. Course/Fee Description

Enter the SUSS Modular Course Code/IAL Programme ID.

Example: ACC201, WSQ Advanced Certificate in Learning and Performance (ACLP), etc

### 9. Course/Fee Amount

Please enter in Singapore Dollars (S\$). Example, 1000.00

4) Key in details



5) Tick checkbox to authorise

### 9. Authorisation

Please check the box to authorise.

Under Section 16(D) of the Education Endowment and Savings Schemes Act, I hereby authorise the PSE Scheme Administrator to make deductions from my/ my child's PSEA to pay fees or charges incurred by myself/ my child at any approved institution. I declare that, to the best of my knowledge, all the information in this form is true and accurate. In connection with this application, I will furnish to the PSE Scheme Administrator any documents which the PSE Scheme Administrator may require for verification purposes and also authorise the PSE Scheme Administrator to obtain from the relevant authorities/ persons any information or documents which may be required for such purposes.

### Contact Details

#### 10. Contact Number of Student

#### 11. Email

An acknowledgement email will be sent to this email address.

me@example.com

6) Key in details

13. Submit this Form to:

(Select the department that this application shall be submitted to)

SUSS Centre for Continuing and Professional Education



7) Click SUBMIT



SUBMIT