

Closing Date for Application: **31 March 2010**
 For Class Commencing : **July 2010**

Affix
Photo

To: The Executive
 SAFRA Education Scheme
 Membership Benefits Dept
 SAFRA Mount Faber
 2 Telok Blangah Way
 Singapore 098803

This form is to be completed and returned to the above stated address on or before the closing date specified, together with supporting documents. Do not leave any item blank. If it is not applicable, please indicate N.A.

1 Personal Details

NRIC No: _____ Membership Category: _____
 Name: _____
 Address: _____
 _____ S'pore _____
 Contact No: _____(O) _____(H) _____(Pgr/HP)
 Marital Status: Single / Married
 Age: _____ Combined Household Income: _____

2 Application for Course

(Please tick only one course)

- Association of Chartered Certified Accountants (ACCA)
 Certified Accounting Technician (CAT)

- i) Have you previously applied under the SAFRA Education Scheme? Yes No
 ii) If yes, which course? _____
 ii) Were you awarded the course sponsorship? Yes No

3 Other Particulars

- i) Rank _____ ii) Service/Force: Army/ Navy/Airforce (iii) No of ICTs completed: _____
 iv) Participation in SAFRA organised activities/ club activities (where relevant):
 (Please state event, date or name of club, position held and duration, and attach relevant supporting documents).

4 Present Employment Details

Company Name: _____

Current Designation: _____

Gross Annual Salary: _____

No. of employees reporting directly to you: _____ Indirectly: _____

Description of your responsibilities: _____

5 Past Employment Record

In chronological order, starting with your most recent position in your present or last company

| Name of Company | Designation | Gross Annual Income | From mth/yr | To mth/yr | No. of years/ months | Job Description |
|-----------------|-------------|---------------------|-------------|-----------|----------------------|-----------------|
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a) Total No. of years of working experience since your first permanent job ___ years ___ months

b) Total no. of years of working experience in accounting/finance function ___ years ___ months

6 Education Qualifications

University Degree (for ACCA application only) Month/Year
Title _____ From ____/____
Institution _____ To ____/____

Polytechnic Diploma Month/Year
Title _____ From ____/____
Institution _____ To ____/____

GCE "A" Month/Year
Name of School _____ From ____/____
No. of 'A' Level subjects obtained : _____ To ____/____
No. of 'AO' Level subjects obtained: _____

GCE "O" Month/Year
Name of School _____ From ____/____
No. of 'O' Level subjects obtained : _____ To ____/____

Other Qualifications Month/Year
Name of Qualification _____ From ____/____
Name of Institution _____ To ____/____

7 Declaration of Applicant

- i) My application for the course is attached together with certified true photocopies of my "O" and / or "A" and / or degree level certificates or other supporting documents.
- ii) I will undertake to repay the pro-rated cost (Eg. course fee, registration fee etc) expended on my sponsored course should I cease my SAFRA membership, discontinue or fail to complete the course successfully.
- iii) I confirm that the information furnished here is true and correct and I will also abide by the rules and regulations stated overleaf.

Signature of Applicant

Date

8 Particulars of Guarantor

Name: _____ NRIC: _____

Home Address: _____

Contact No: _____ (H) _____ (O) _____ (Pgr/HP)

Occupation: _____

9 Declaration of Guarantor

I agree to make good any default on the part of the said applicant to repay the pro-rated cost (e.g. course fee, registration fee etc) expended on the sponsored course should the applicant cease his SAFRA membership, discontinue or fail to complete the course successfully.

Signature of Guarantor

Date

NOTES

1. Application for the SAFRA-SAA Education Scheme is open to all SAFRA Ordinary A (except NSF's), Ordinary B and Life members who can fulfill the basic SAA admission criteria.
2. There is no bond attached to the scheme.
3. Applicants will be assessed according to their length of SAFRA membership, participation in SAFRA events/activity clubs, academic performance and working experience.
4. Members who are exempted from in-camp training will not be eligible to apply for the scheme. University graduates are also not eligible to apply for the scheme, except for the ACCA sponsored course.
5. All applicants will be allowed to apply for only one course under the Scheme at any one time.
6. Certification of supporting documents may be made by your employer/company. In such cases please state the name, NRIC No. and designation of the person certifying the documents.
7. Priority will be given to applicant's combined monthly household income of less than \$3,000.
8. Applicants must be a new ACCA or CAT student member.
9. Previously sponsored candidates may apply again. However, priority would be given to first-time applicants.
10. Short-listed candidates will be required to attend an interview session.
11. The term will commence in **July 2010**. No deferment is allowed.
12. Applications must be submitted before **31 March 2010**.
13. SAFRA shall not be liable to see through the completion of the sponsored candidates' course, should the sponsoring institution cease to operate or ends its agreement with SAFRA.
14. The decision of both SAFRA and SAA is final and no further correspondence will be entertained.