

## TUITION FEE LOAN (TFL)

### Eligibility

- All full time Singaporean and foreign students.
- Students applying for the following are not eligible for the Loan:
  - SAF awards/scholarships
  - Company sponsored scholarships
  - 100% tuition fee subsidy/payment from Mendaki or CPF Education Scheme

### Loan quantum

Maximum Loan Quantum : 75% of tuition fee, or a fixed loan amount

### Guarantor requirements

- 1 guarantor required for the loan
- Guarantor to be aged between 21 and 60 years old
- No Income requirement
- Must be either Singaporean or Singapore PR
- Guarantor can be parents, siblings, other relatives or friends

#### Change of guarantor after application is approved

- A change of guarantor is only allowed under the following conditions – death, insanity or bankruptcy of guarantor.
- The student is given one month to inform the Bank of intention to change guarantors.

### Interest rate

- Average Prime Lending Rate of OCBC, UOB and DBS (revisions if any take effect on a quarterly basis).
- Loan is Interest-free during the course of study.
- Interest commences after completion of course:-  
For non-NS cases, interest will be chargeable upon the completion of the course of study.  
For NS cases, interest will be chargeable upon the expiry of a one month period after ORD.

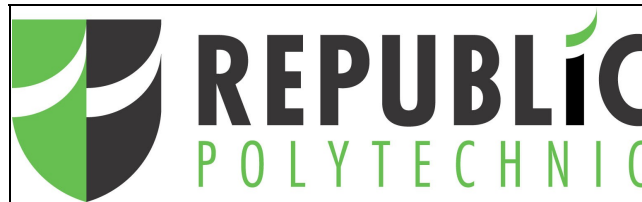
### Penalty interest

- Charged when the student has defaulted (i.e payment is due but not made)
- If there is an instalment plan, penalty is at 1% per month of the amount due under the relevant instalment.
- If the loan is recalled, penalty is at 1% of the entire loan amount outstanding.

### Repayment

- Minimum repayment of \$100 per month
- Maximum repayment period of 10 years commencing from the date on which the first repayment instalment is made
- Repayment of the loan can be made at any time but not later than 6 months after completion of course of study

Students with NS obligation can make repayment of the loan at any time but not later than 1 year after completion of NS



# TUITION FEE LOAN APPLICATION FORM

## INSTRUCTIONS

1. The application form should be typewritten or legibly written in BLOCK LETTERS.
2. The guarantor must be at least 21 years of age and shall not exceed 60 years of age.  
The guarantor must be a Singapore Citizen or a Singapore Permanent Resident.  
The guarantor must not be an undischarged bankrupt.
3. Please note that the following are to be mailed back/submitted to the Republic Polytechnic by the Matriculation day.
  - the completed Tuition Fee Loan Application Form; and
  - you and your guarantor's original and duplicate copies of identity cards or passports
4. Late applications will be considered on a case-by-case basis and must be endorsed by the Polytechnic (Office of the Registrar)
5. The following students are not eligible for Tuition Fee Loans:
  - a) SAF Awards or Scholarship
  - b) Company sponsored students
  - c) Students applying/receiving full Tertiary Tuition Fee Subsidy from MENDAKI
  - d) Students using CPF savings for payment of the full tuition fee
6. Kindly take down your "Acknowledgement No." which is printed on page 3 for your future reference and should you have any query, kindly contact One-Stop Center @ 6376 8000 or [one-stop@rp.edu.sg](mailto:one-stop@rp.edu.sg).
7. Please note that we have received your application for processing and a confirmation letter will be sent shortly.



# TUITION FEE LOAN APPLICATION FORM

Instructions: 1. The application form should be typewritten or legibly written in BLOCK LETTERS.  
2. Application is only considered complete with the submission of the required documents.

## PARTICULARS OF BORROWER

Name as in NRIC/Passport : \* Mr / Mdm / Miss \_\_\_\_\_  
Last Name/Surname      First Name      Middle/Given Name

Date of Birth (MM/DD/YYYY) : \_\_\_\_\_ Marital Status : \* Single / Married / Widowed / Divorced

NRIC / Passport No. : \_\_\_\_\_ FIN No. : \_\_\_\_\_ Citizenship : \_\_\_\_\_

Country of Issue : \_\_\_\_\_ NS Status : \* Completed / Not Completed / Exempted

Mother's Maiden Name : \_\_\_\_\_

Permanent Home Address : \_\_\_\_\_

Contact No. : \_\_\_\_\_

Address in Singapore : \_\_\_\_\_

Contact No. : (H) \_\_\_\_\_

Email Address : \_\_\_\_\_ (O) \_\_\_\_\_ (HP) \_\_\_\_\_

## EDUCATION DETAILS

Name of Course : \_\_\_\_\_

Year of Admission : \_\_\_\_\_ Duration of Course : \_\_\_\_\_ Years

## FINANCING REQUIREMENT

a) Do you have an existing Tuition Fee Loan with Citibank? \* Yes / No

b) Do you require the maximum loan allowable (75%) for the whole course of study? \* Yes / No  
 If No, please state: Percentage of financing required for the whole or remaining course of study \_\_\_\_\_ %

c) Are you taking up the Tuition Grant offered by MOE? (For International Students Only) \* Yes / No

d) Please indicate the other types of financial assistance schemes you are applying below :

CPF Approved Education Scheme \_\_\_\_\_ % or \$ \_\_\_\_\_

Mendaki Tertiary Tuition Fee Subsidy \_\_\_\_\_ %

Others, please specify name : \_\_\_\_\_ and \_\_\_\_\_ % or \$ \_\_\_\_\_

## PARTICULARS OF GUARANTOR (SINGAPOREAN OR SINGAPORE PR)

Name as in NRIC/Passport : \* Mr / Mdm / Miss \_\_\_\_\_  
Last Name/Surname      First Name      Middle/Given Name

Date of Birth (MM/DD/YYYY) : \_\_\_\_\_ Marital Status : \* Single / Married / Widowed / Divorced

NRIC / Passport No. : \_\_\_\_\_ Country of Issue : \_\_\_\_\_ Citizenship : \_\_\_\_\_

Relationship to Borrower : \_\_\_\_\_ Occupation : \_\_\_\_\_

Permanent Home Address : \_\_\_\_\_

Contact No. : (H) \_\_\_\_\_

Employer's Name & Address : \_\_\_\_\_

Contact No. : (O) \_\_\_\_\_

Email Address : \_\_\_\_\_ (HP) \_\_\_\_\_

Are you a guarantor of any loan? \* Yes / No      If yes, please furnish the following details :

Name of Borrower	Name of Lender	Type of Facility	Amt Guaranteed	Commencement Date

\* delete where not applicable.



## TUITION FEE LOAN APPLICATION FORM

### DECLARATION BY BORROWER

In consideration of Republic Polytechnic (acting through its agent, Citibank) agreeing to grant me (the "Borrower") the Tuition Fee Loan on behalf of Republic Polytechnic at my request, I agree to repay all sums of money under the Tuition Fee Loan in accordance with the terms and conditions of the Tuition Fee Loan scheme as set out in the application form. I hereby declare and warrant that the information provided in this application is true and accurate in all respects and that I have not willfully withheld any material facts. I authorize Republic Polytechnic and Citibank to disclose and divulge any information between themselves and my guarantor to and in connection with me and all my accounts with Citibank relating to the Tuition Fee Loan.

I declare that I have read, understood, accepted and agreed to the terms as set out in the application form. I agree that I will supply any additional information that is required in relation to the application and future maintenance activity on the loan and nothing obliges Citibank or Republic Polytechnic to enter into this agreement with me. Citibank or Republic Polytechnic may refuse to enter this agreement without giving any reason therefor.

I agree that Republic Polytechnic or Citibank may vary, amend or modify any one or more of the terms and condition at any time without prior notice to me and I shall be bound by the changes upon notification thereof.

\_\_\_\_\_  
Signature of Borrower

Name :  
NRIC/PP # :  
Date :

### DECLARATION BY GUARANTOR

I hereby declare that I am not an undischarged bankrupt and that the information given in this application is true and correct and that I have not willfully withheld any material facts.

In consideration of Republic Polytechnic agreeing to my request to grant the loan to the borrower on the terms and conditions pertaining to the Tuition Fee Loan, I hereby irrevocably and unconditionally guarantee as principal debtor and not as surety only, the payment of all sums of money which may from time to time be due and owing by the Borrower in respect of the Loan and any increase or variation in the amount thereof (including without limitation, interest, default interest, legal costs and fees). This guarantee shall be a continuing security to RP notwithstanding any indulgences given by RP to the borrower or the death, insanity, bankruptcy or other disability or personal incapacity of the Borrower or of myself and my liability shall not be discharged by reason of the fact that the transaction affecting the sums of money hereby secured is void, voidable or unenforceable for any reason whatsoever. For the avoidance of doubt, I confirm that any legal action in respect of the loan need not first be commenced against the Borrower prior to commencing legal action against me in respect of my guarantee.

By signing this application, I declare that I will be the principal debtor as specified above and agree to be bound by the terms and conditions of the Tuition Fee Loan. I acknowledge that Republic Polytechnic or Citibank may vary, amend or modify any one or more of the terms and conditions at any time without prior notice to me and I shall be bound by the changes upon notification thereof.

\_\_\_\_\_  
Signature of Guarantor

Name :  
NRIC/PP # :  
Date :

Name of Borrower :  
NRIC/PP # :



# TUITION FEE LOAN APPLICATION FORM

## TERMS & CONDITIONS RELATING TO THE TUITION FEE LOAN SCHEME FROM REPUBLIC POLYTECHNIC (RP)

### 1. DEFINITION

All references to Citibank herein are in relation to Citibank acting as a service provider for RP under the RP Tuition Fee Loans Scheme.  
All references made to RP refers to Republic Polytechnic  
All references made to the Loan refers to the Tuition Fee Loan

### 2. NO MULTIPLE FINANCING

Once the Loan is granted, the Borrower shall not make any application for the same Tuition Fee Loans to any other participating bank during the course of study

### 3. DEATH, INSANITY, BANKRUPTCY OR ANY DISABILITY OF GUARANTOR

In the event of the death, insanity, bankruptcy or any disability of the guarantor during the period before full repayment of the Loan & interest thereon is made, the Borrower shall inform Citibank immediately of any such event and shall nominate another guarantor in place thereof.

### 4. DISBURSEMENT

The Loan will be credited directly into RP to pay the Borrower's tuition fees on such date(s) and in such amount and manner to be specified by RP.

### 5. INTEREST COMPUTATION

Interest at the average of the prime rates of DBS, OCBC and UOB, prevailing on the first day of each quarter or at such other rate as may be determined from time to time by Citibank will be chargeable on the Loan upon graduation of the Borrower in accordance with the provisions set out below. Interest is computed on a monthly rest basis and based on a 365-day year.

For Borrowers with no National Service obligations, interest will be chargeable –upon the expiry of a 6 month period commencing from the month of completion of the course of study. For Borrowers with no National Service obligations, interest will be chargeable with effect from the following dates:

Graduation	Interest chargeable with effect from
Semester 1	1 <sup>st</sup> Jun in the year of graduation
Semester 2	1 <sup>st</sup> Dec in the year of graduation

For Borrowers with National Service obligations, interest will be chargeable from the first day of the month immediately following the month in which the Borrower finishes his National Service. In the event that the Borrower leaves RP without completing his course of study, interest will be chargeable from the 1st day of the month immediately following the month in which they leave RP.

### 6. VARIATION OF LOAN QUANTUM

In the event that the Borrower does not require any Loan for any particular year or wishes to vary the Loan quantum, he must notify Citibank and RP in writing not later than 31 May of the preceding academic year. The Borrower may only vary the Loan quantum on a yearly basis and may not vary it on a semester basis. Upon cancellation of the Tuition Fee Loan, Borrower will need to submit a new application for the loan should they require the borrowing subsequently.

### 7. REPAYMENT

Repayment may be made in one lump sum or by equal monthly installments comprising both principal and interest. The final installment payable will be adjusted to cover the full repayment of the total amount due and outstanding. The monthly installment may be revised upon any change of any of the loan related components. The minimum amount repayable is \$100 per month with a repayment period of up to a maximum of 10 years commencing from the date on which the first repayment installment is made.

Except for Borrowers with National Service obligations, all other Borrowers who graduate in the 1st Semester will be required to commence repayment of the Loan within a period of 6 months from the month of completion of the course of study.

For Borrowers with National Service obligations, the repayment of the Loan can be in one lump sum or by equal monthly installments commencing not later than 1 year after the ORD of the Borrower.

In the event that the Borrower leaves RP without completing his course of study, the outstanding Loan shall become immediately due and payable, subject to RP's right to allow such repayment by monthly installments on such terms and conditions as it deems fit.

### 8. PREPAYMENT

The Borrower may by giving 7 days written notice to Citibank make full or partial repayments of not less than \$500 each or in multiples thereof- provided that any outstanding amounts due after partial repayment should be not less than \$1000.

### 9. NOTIFICATION OF OPERATIONALLY-READY- DATE

Male Borrowers with National Service obligations must inform Citibank of their ORD within 1 month from the month of completion of the course of study, failing which they shall be deemed to have been enlisted 1 month after the month of completion of their course of study. Interest shall begin to accrue 2 1/2 years from such enlistment date

### 10. FEES PAYABLE

The Borrower shall pay all legal fee as between solicitors and client and other costs and disbursements in connection with demanding & enforcing payment of monies due hereunder and/or any of the covenants, undertakings, stipulations, terms and conditions contained in this Agreement and Citibank reserves the right to debit the Borrowers account with the same.

### 11. DEFAULT OF LOAN

The Loan and interest thereon or any part thereof for the time being outstanding and unpaid and all other charges and monies payable hereunder shall on demand become due & payable by the Borrower in any of the following events of default:

- (i) If the Borrower defaults in the payment of any of the installments of the Loan and interest thereon or any part thereof on the due date or dates or in the payment of any other monies hereby covenanted to be paid.
- (ii) If the Borrower commits or threatens to commit a breach of any of the covenants, undertakings, stipulations, terms and conditions contained herein.



## TUITION FEE LOAN APPLICATION FORM

(iii) If the Borrower shall have a petition in bankruptcy filed against him, or is unable to pay his debts as they fall due, or is or becomes insolvent or commences negotiations with any one or more of his creditors with the view of rescheduling his indebtedness or if he makes an assignment for the benefits of his creditors.

(iv) If a situation has arisen or there has been a material change in the circumstances of the Borrower which in the opinion of Citibank will affect the Borrower's ability to repay the Loan and interest thereon or will make it improbable for the Borrower to observe and perform his obligation hereunder.

(v) If the Borrower fails to nominate another guarantor as required in Condition 3 within one month of the death, insanity, bankruptcy or disability of the guarantor or such longer period as Citibank may allow.

In the event that the Borrower defaults on any of the terms and conditions stipulated in (i) to (iv), the Guarantor shall immediately become liable for the repayment of the Loan.

### 12. ADDITIONAL INTEREST

No neglect, delay or forbearance of RP or Citibank to require and enforce payment of any monies under this Agreement or the performance and observance of any covenants in this Agreement nor the granting of any time by RP or Citibank to the Borrower shall in any way prejudice or affect any of the rights, powers or remedies of RP or Citibank, no such waiver of any such breach as aforesaid shall prejudice the rights of RP or Citibank in respect of any other or subsequent breach of any of the covenants, undertakings, stipulations, terms and conditions aforesaid.

### 13. INDULGENCE GRANTED

No neglect, delay or forbearance of RP or Citibank to require and enforce payment of any monies under this Agreement or the performance and observance of any covenants in this Agreement nor the granting of any time by RP or Citibank to the Borrower shall in any way prejudice or affect any of the rights, powers or remedies of RP or Citibank, no such waiver of any such breach as aforesaid shall prejudice the rights of RP or Citibank in respect of any other or subsequent breach of any of the covenants, undertakings, stipulations, terms and conditions aforesaid.

### 14. STATEMENT OF INDEBTEDNESS

A statement or certificate signed by the Manager, Accountant or any other authorized officer of Citibank as to the monies and liabilities for the time being due to or incurred by Citibank shall subject only to computation and/or clerical mistakes be final and conclusive and be binding on the Borrower.

### 15. NOTICE OF DEMAND

Any demand for payment of monies or any other demand or notice under this Agreement may be made by the Manager, Accountant, Legal Officer or by any person or firm for the time being acting as solicitor or solicitors for Citibank or any third party appointed by RP by letter addressed to the Borrower and sent by post or delivered to the last known address of the Borrower and a notice or demand so given or made shall be deemed to be given or made or received on the day it was left or the day following that on which it is posted as the case may be.

### 16. GOVERNING LAW

This Agreement shall be governed by and construed according to the laws of Singapore and the parties hereto agree to submit to the non-exclusive jurisdiction of the Courts of Singapore.

### 17. GENERAL

The Borrower shall inform Citibank immediately of any change in the Borrower's or the guarantor's contact information. RP reserves the right to make changes to the above terms and conditions without prior notice to the Borrower / guarantor.