Ministry of Education
SINGAPORE

hiend.

TUITION GRANT & SCHOLARSHIPS (TG&S)

MOE LOCAL SCHOLARSHIPS' APPLICATION GUIDE

VERSION 1.0

PREPARED BY HIEND SOFTWARE PTE LTD

TABLE OF CONTENT

1 REGISTRATION AND LOGIN 2

1.1 REGISTRATION FOR APPLICANTS 2
1.2 LOGIN FOR APPLICANTS 3

2 NEW APPLICATION 5

2.1 START A NEW APPLICATION 5
2.2 ENTER TASK DATA 7
2.2.1 PERSONAL PARTICULARS 7
2.2.2 EDUCATIONAL BACKGROUND (ONLY APPLICABLE FOR IP STUDENTS) 9
2.2.3 OFFER SUBJECTS 11
2.2.4 ACHIEVEMENTS & AWARDS 12
2.2.5 CO-CURRICULAR ACTIVITIES 13
2.2.6 WRITE-UP 14
2.2.7 DECLARATION 14
2.3 REVIEW AND SUBMIT APPLICATION 15

3 EDIT APPLICATION 17

3.1 EDIT AN EXISTING APPLICATION THAT IS NOT COMPLETED 17
3.2 EDIT A COMPLETED TASK 18

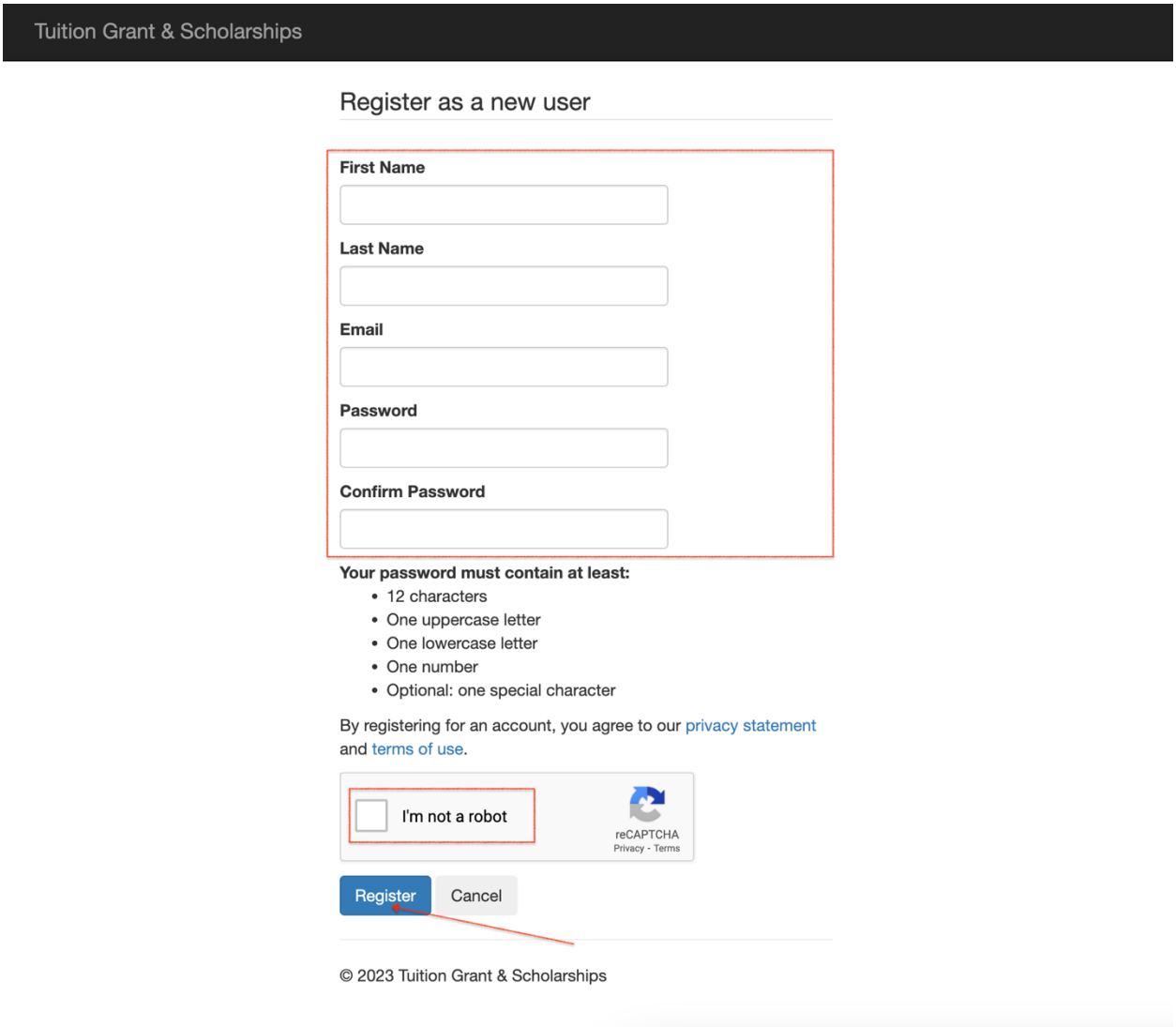
1 REGISTRATION AND LOGIN

1.1 Registration for applicants

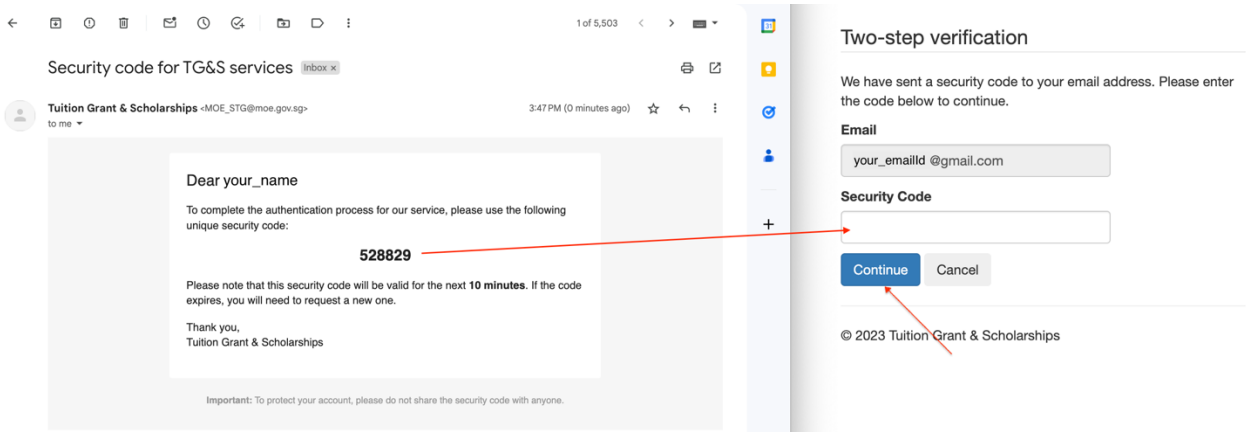
1. From the scholarship webpage(s), click the hyperlink to register as a new user of the application system. If the link is not working, please copy and paste the URL into your web browser: https://tgs.moe.gov.sg/.

2. Click on **Register as a new user**.

3. Create an account by entering the required personal information and click on **Register**.



4. Enter the security code received in your email from **MOE Tuition Grant and Scholarships**. Click on **Continue** to complete the registration process.



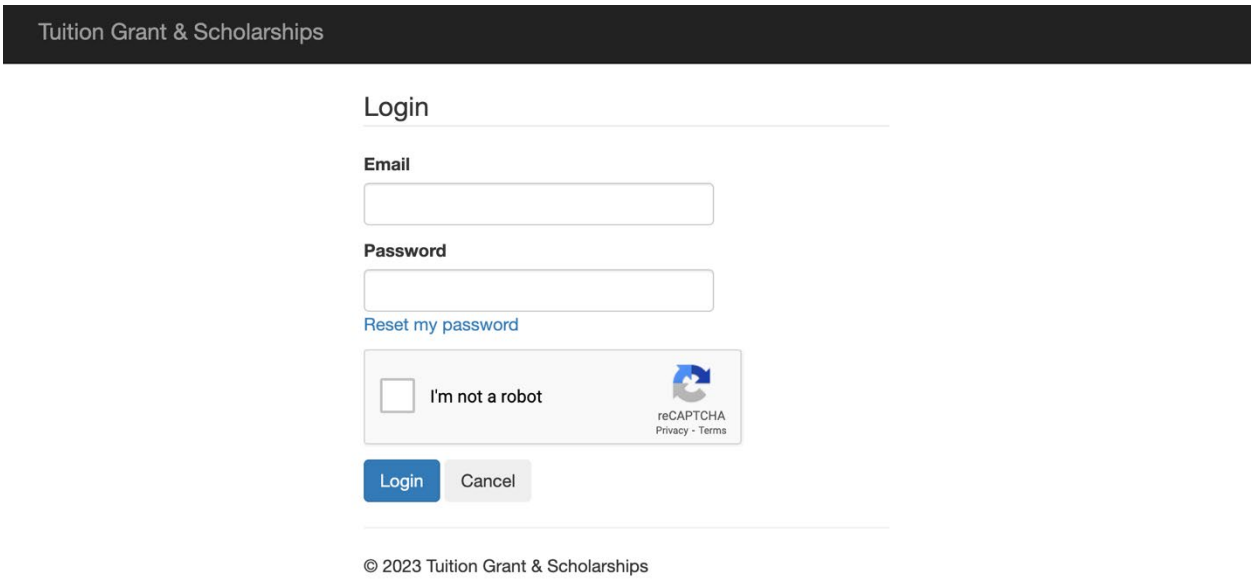
1.2 Login for applicants

Applicants who have already registered can login as follows.

1. From the scholarship webpage(s), click the hyperlink. If the link is not working , please copy and paste the URL into your web browser: https://tgs.moe.gov.sg/.

2. Click on **Login to your account**.

3. Enter the email ID and password used to register and click on **Login**.



5. Enter the security code received in your email. Click on **Continue** to Login.

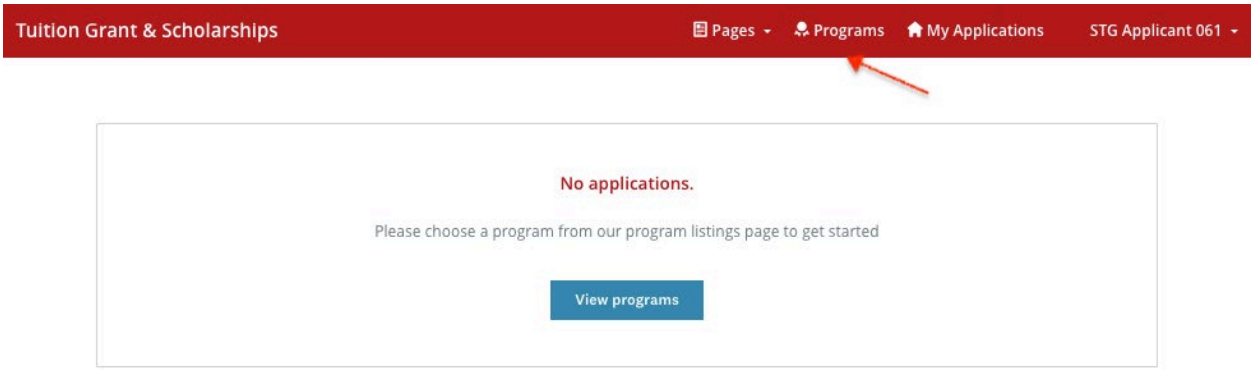
2 NEW APPLICATION

Search and apply for the scholarship program based on your interest and eligibility.

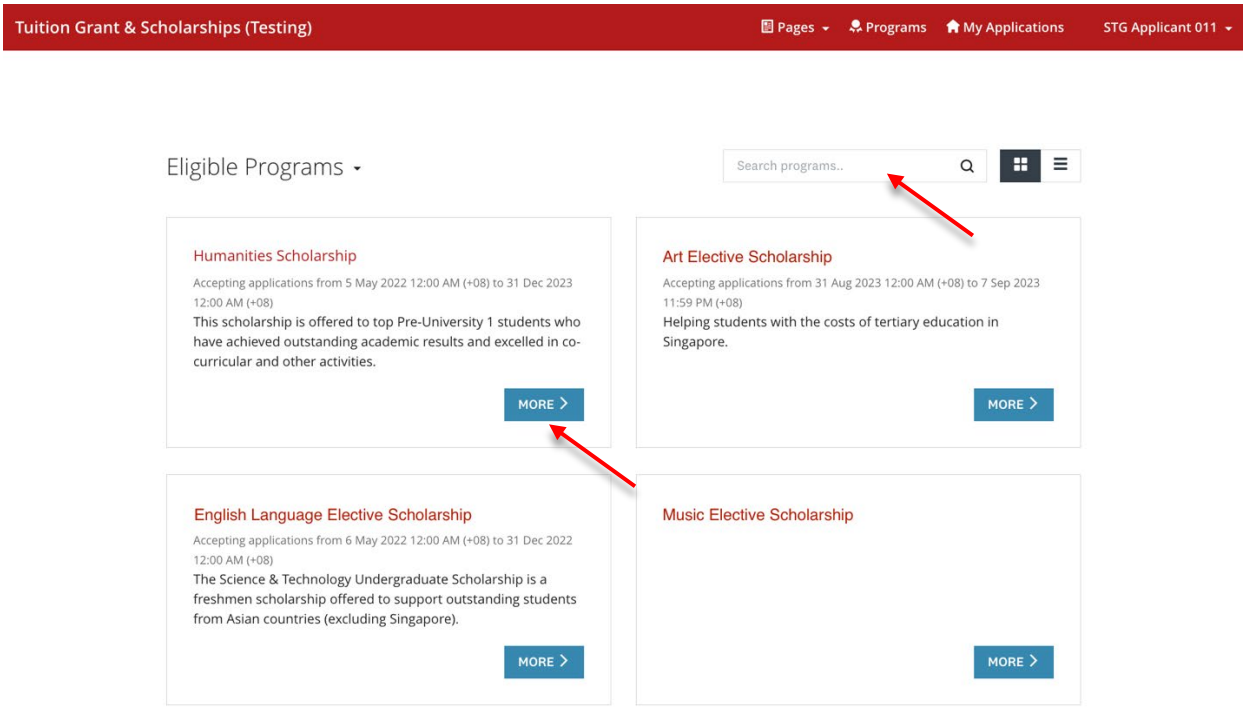
2.1 Start a new Application

To start a new application:

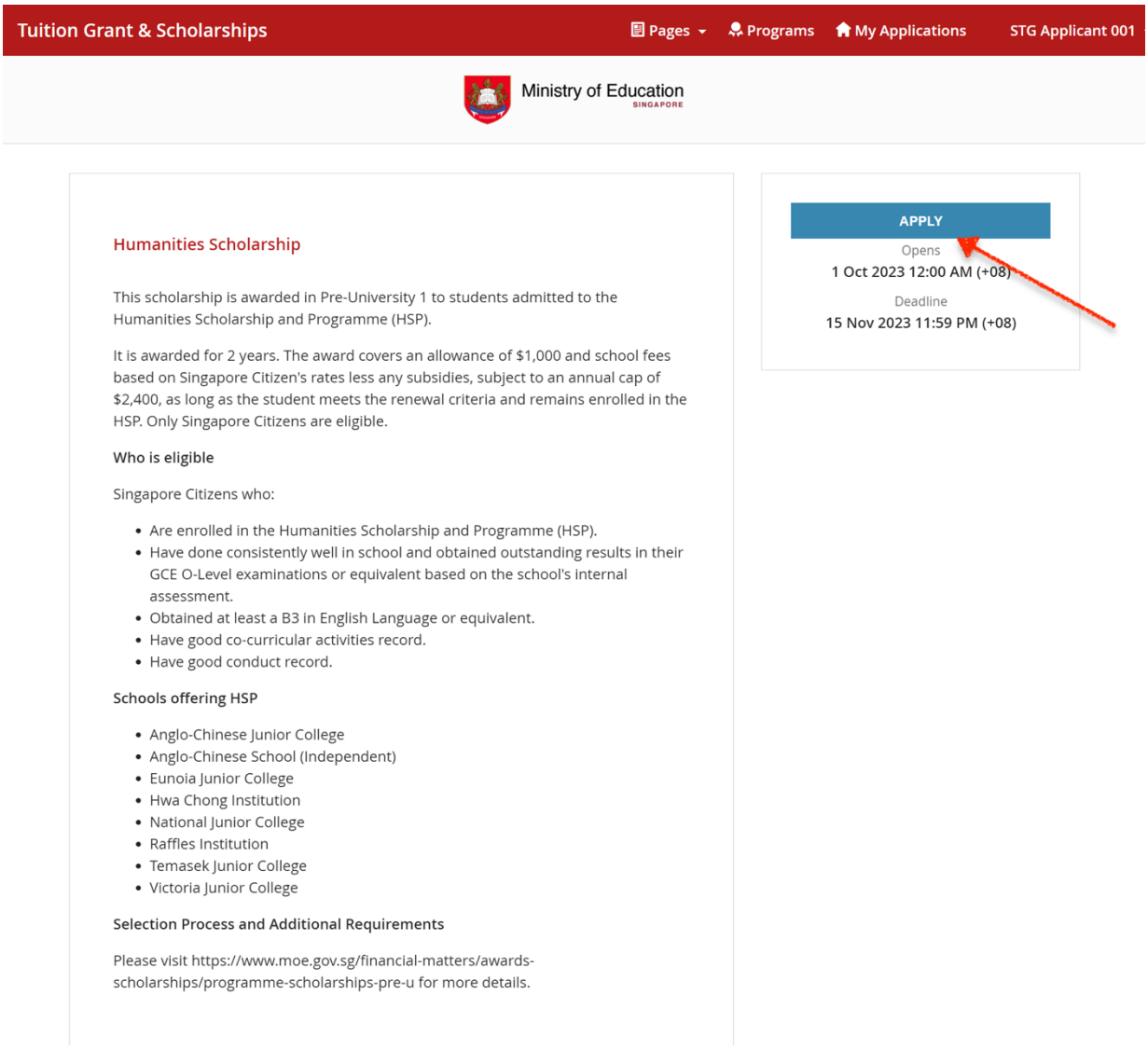
1. Click on the **Programs** link in the top menu bar.



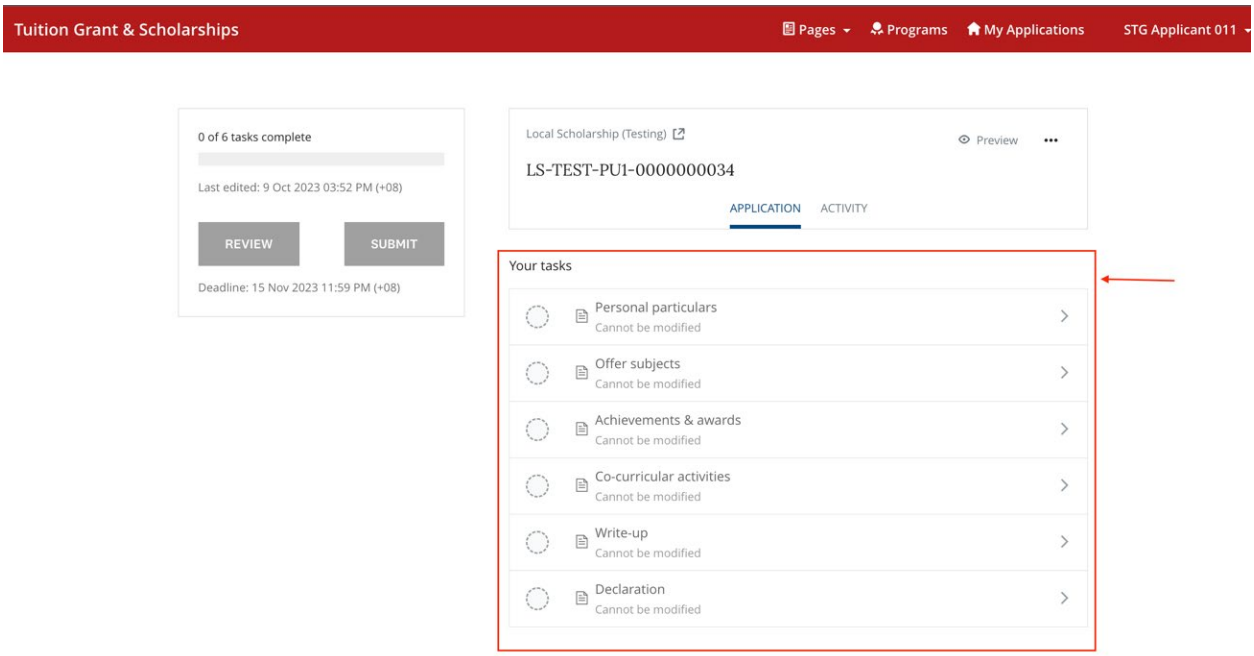
2. Search for the scholarship program by name and click on **More** once you have located it.



3. Read the information provided about the scholarship program and click on **Apply** to apply for the scholarship.



4. The application screen will display a list of tasks on the application form. All tasks must be mark as completed before you can submit the application.



2.2 Enter task data

You may complete the tasks in any order. For each task

a. Click on **Save & Continue Editing** to save the information as draft OR
b. Click on **Mark As Complete** if no other changes are expected and you want to mark the task as complete.

All tasks should be marked as complete before you can submit the application.

Read the task instructions on the screen carefully before entering data.

2.2.1 Personal Particulars

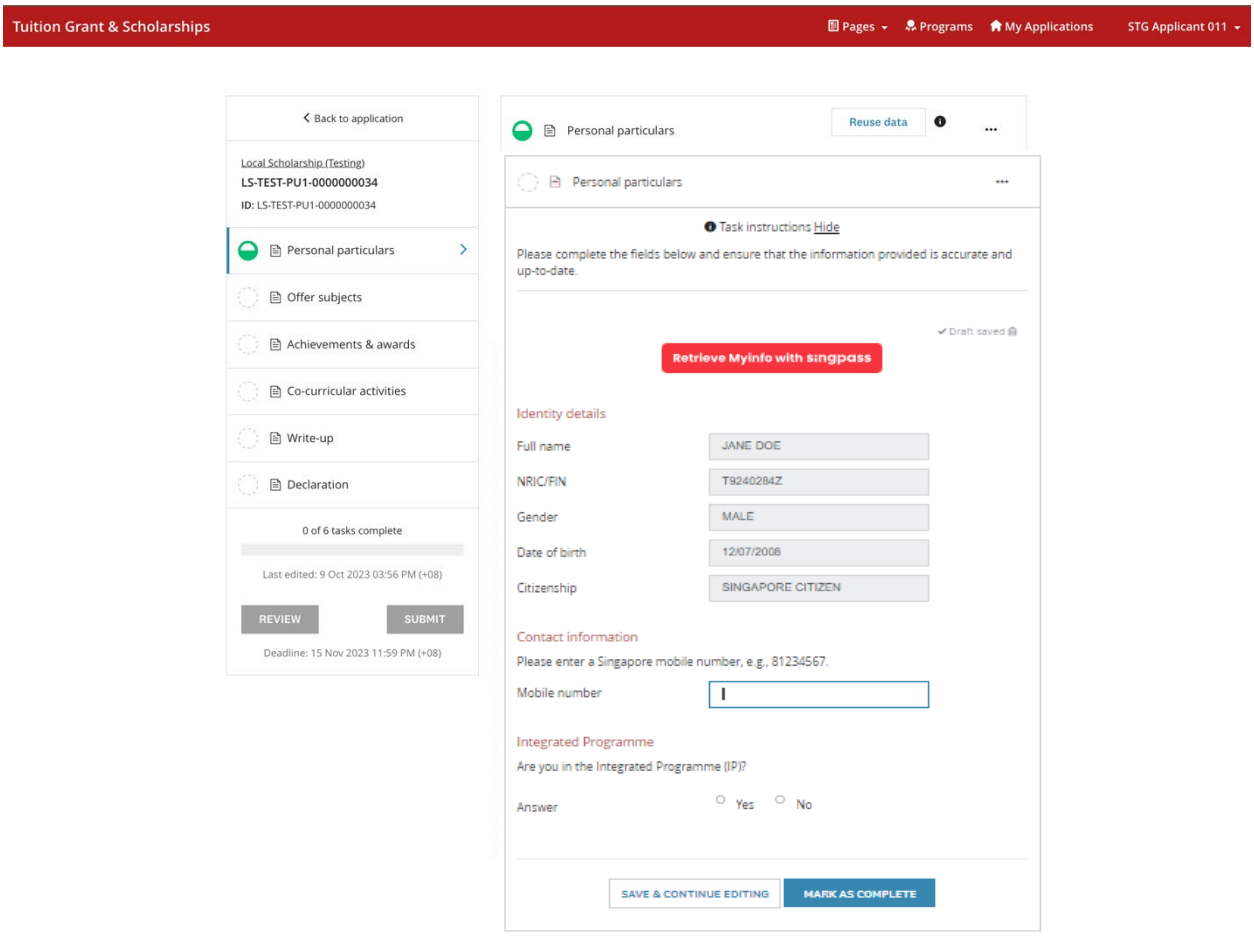
1. Click on **Retrieve myInfo with Singpass** to retrieve your personal particulars from Myinfo. You will be redirected to log onto your Singpass account for authentication and to provide consent for the retrieval of data.

   Note: You can apply for a Singpass account on the Singpass homepage. You can register instantly for Singpass with Singpass Face Verification or Request for a One-Time Password PIN mailer. The One-Time Password PIN mailer will be mailed to your registered address within 3 working days.

To receive your Singpass immediately, you may visit the nearest Singpass Counter with the necessary documents for verification. For more information, please refer to https://www.singpass.gov.sg/

2. Enter your contact information.

3. Indicate if you are in an Integrated Programme (IP). For Millennia Institute students applying for the Engineering and Tech Programme Scholarship (ETPS), please indicate “Yes”.

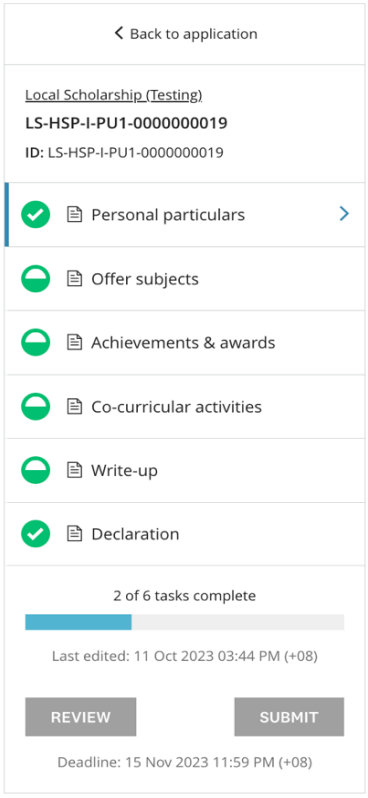


2.2.2 Educational background (only applicable for IP students)

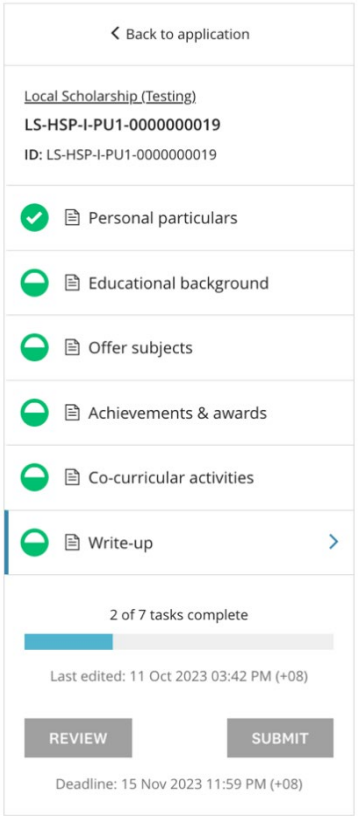
This task is only viewable by IP students. Indicate your educational background by selecting the name of the Secondary school attended and the Pre-university school that you are attending.

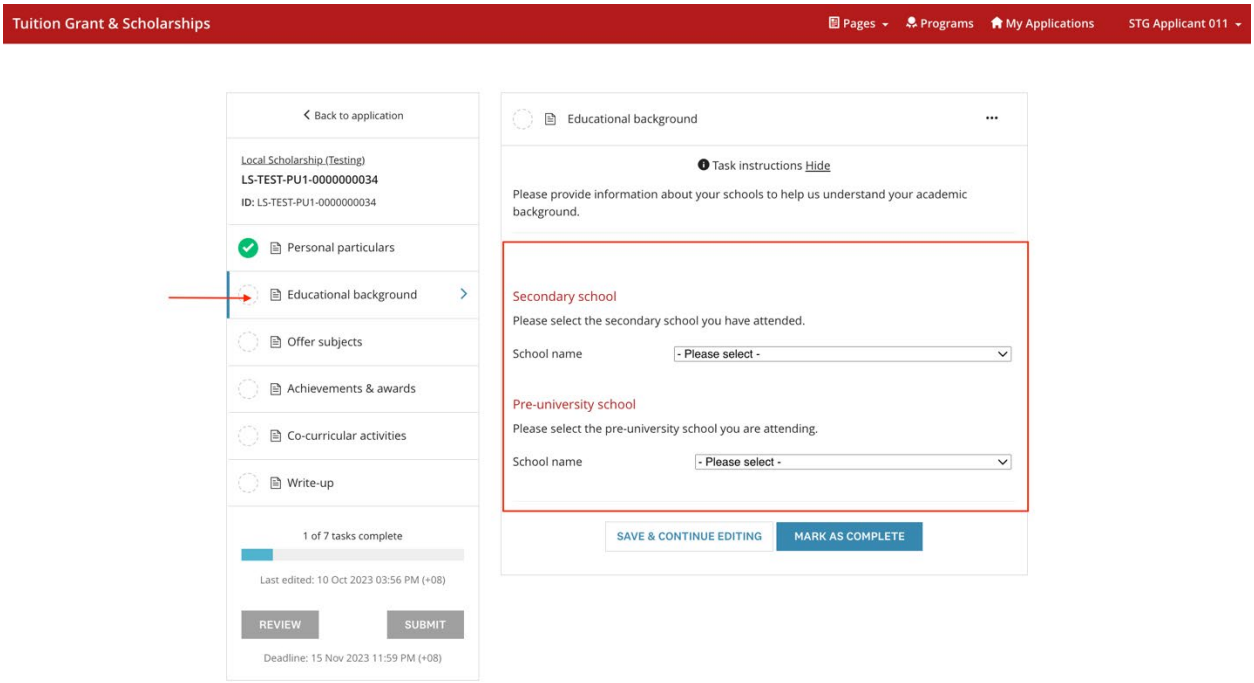
Table 1: Task list for Non-IP students Vs. IP students

Non-IP



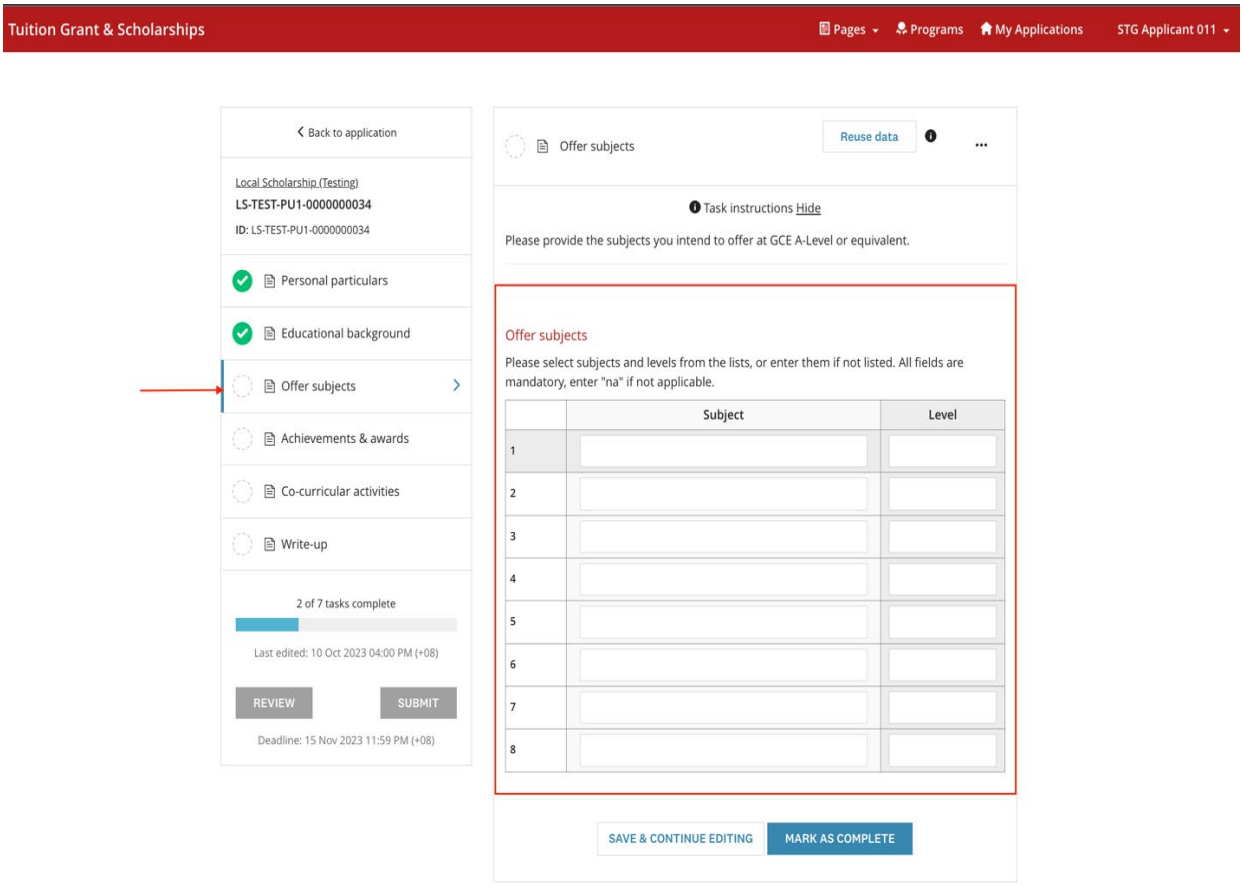
IP




Tuition Grant & Scholarships
Pages
Programs
My Applications
STG Applicant 011
Back to application
Local Scholarship (Testing)
LS-TEST-PU1-0000000034
ID: LS-TEST-PU1-0000000034
Personal particulars
Educational background
Offer subjects
Achievements & awards
Co-curricular activities
Write-up
1 of 7 tasks complete
Last edited: 10 Oct 2023 03:56 PM (+08)
REVIEW
SUBMIT
Deadline: 15 Nov 2023 11:59 PM (+08)
Educational background
Task instructions Hide
Please provide information about your schools to help us understand your academic background.
Secondary school
Please select the secondary school you have attended.
School name
- Please select -
Pre-university school
Please select the pre-university school you are attending.
School name
- Please select -
SAVE & CONTINUE EDITING
MARK AS COMPLETE

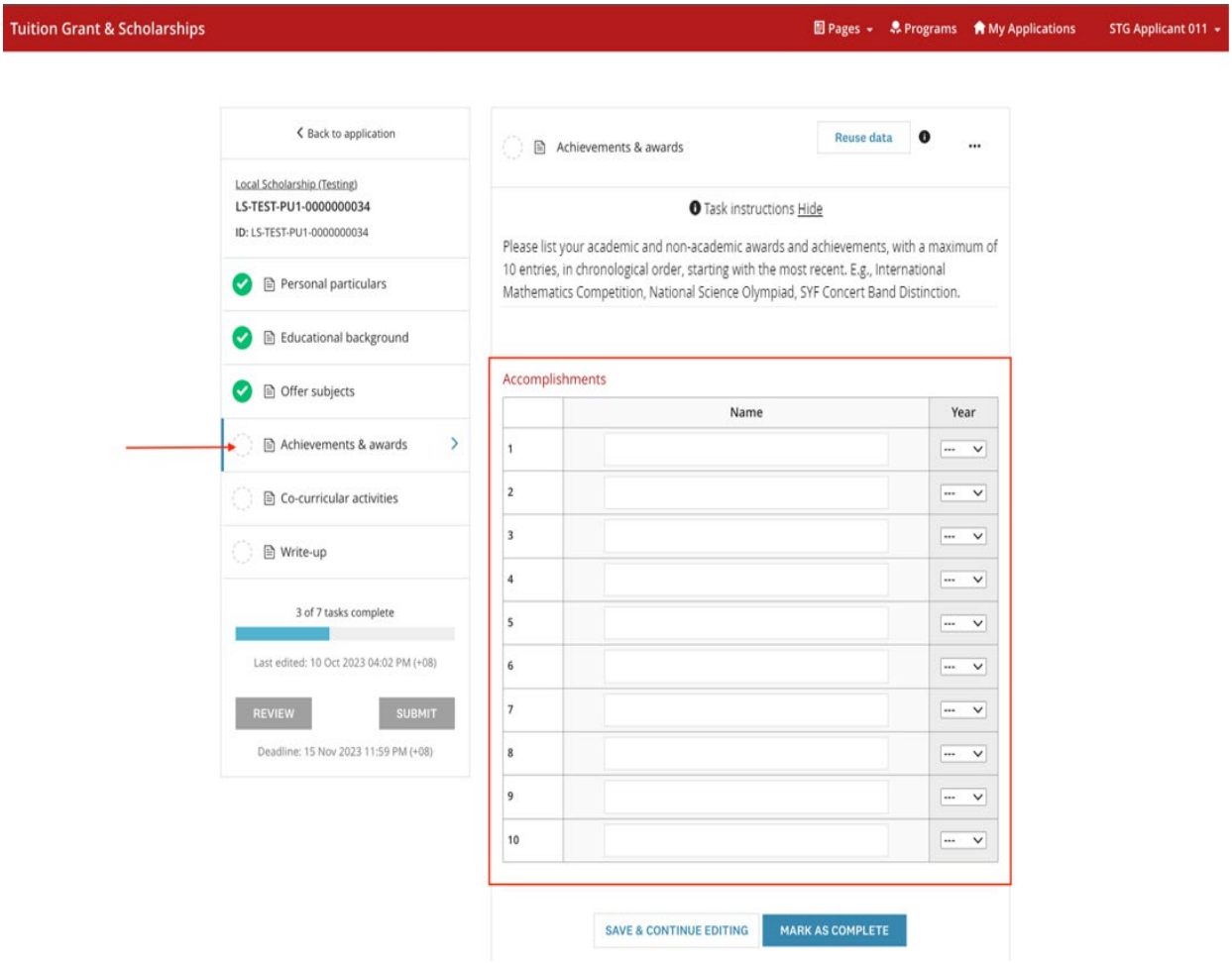
2.2.3 Offer Subjects

Enter the details of the subjects you intend to offer at GCE A-Level or equivalent. As all fields are mandatory, please enter “na” if the field is not applicable.



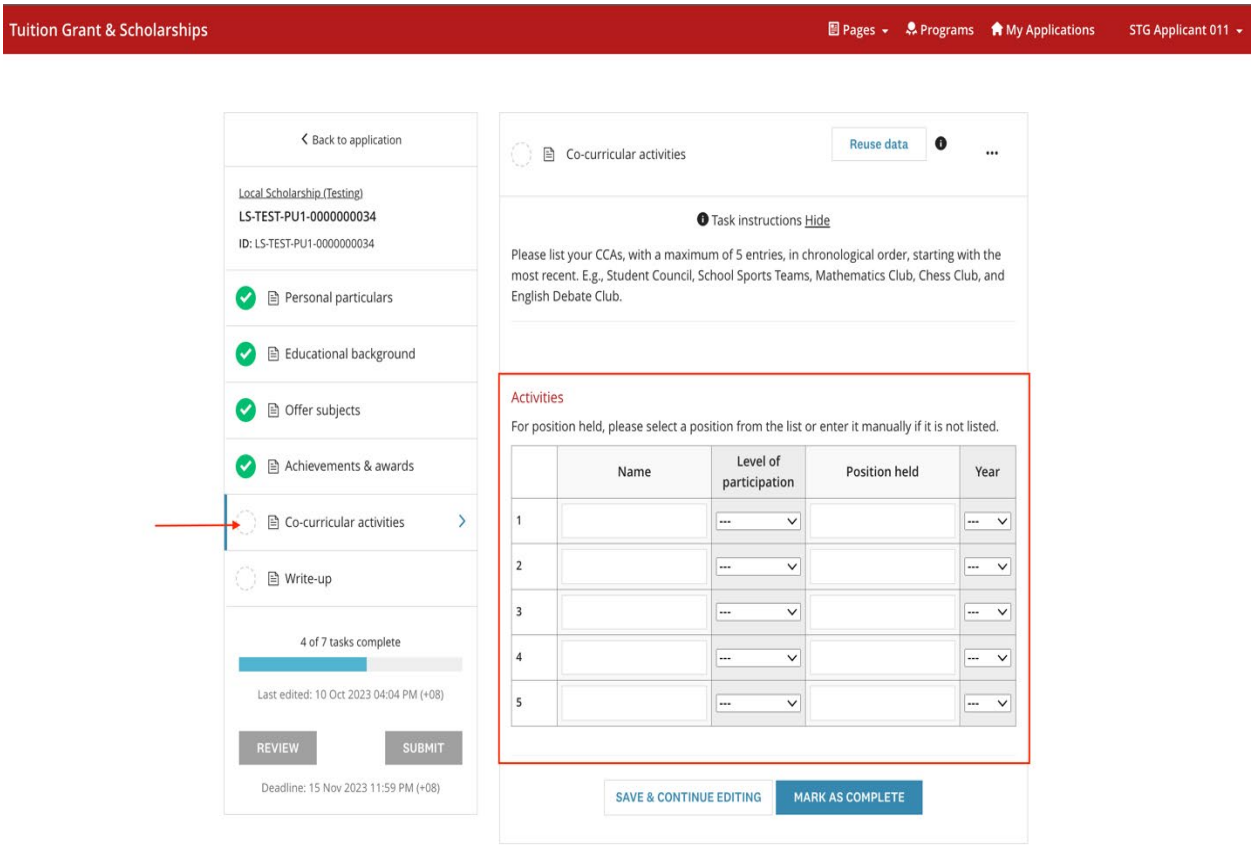
2.2.4 Achievements & awards

Enter the details on your achievements or awards in chronological order, starting with the most recent. There is a maximum of 10 fields, please choose the best 10 of your achievements or awards for this application.



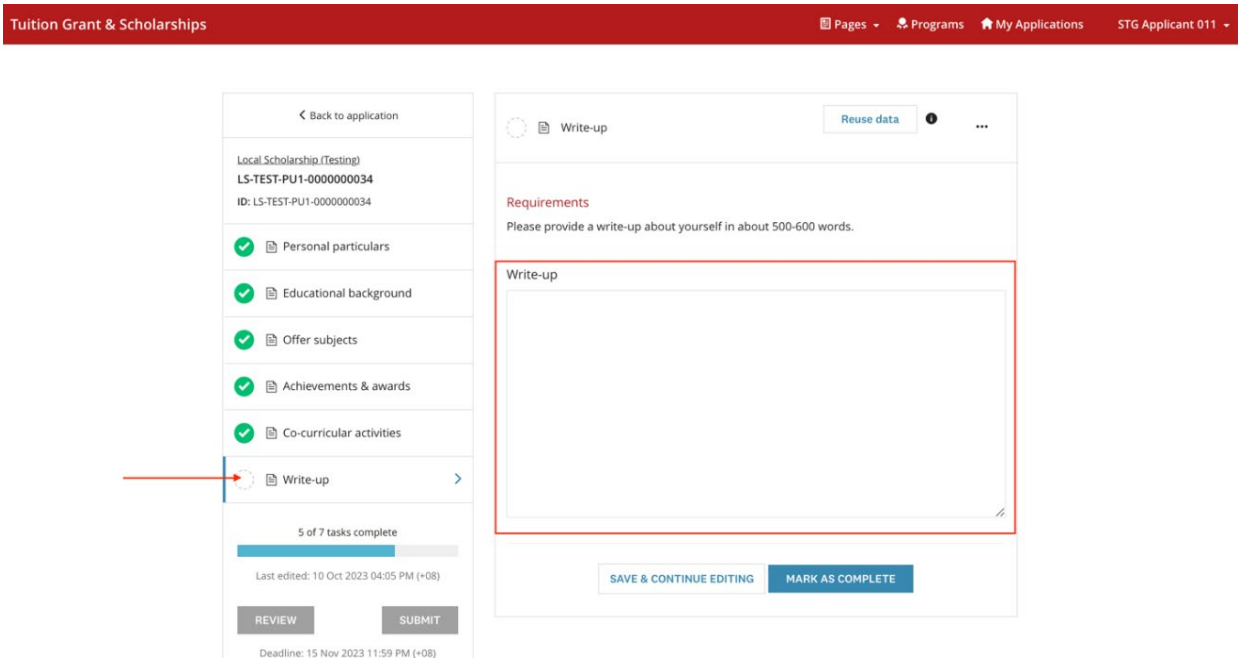
2.2.5 Co-curricular activities

Enter the details of the co-curricular activities (CCA) you have participated in chronological order, starting with the most recent**.** There is a maximum of 5 fields, please choose the 5 main CCAs for your application.



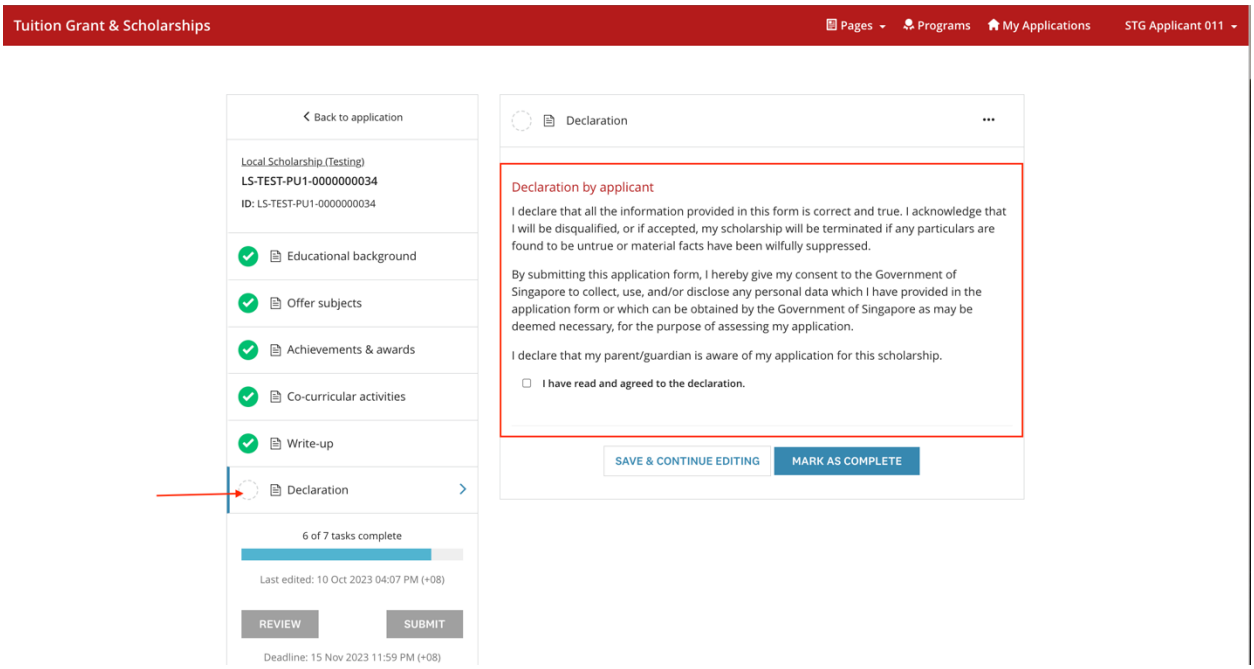
2.2.6 Write-up

Enter your write up for this scholarship according to the requirements indicated. You may also refer to the respective scholarship webpage on the write-up requirements.



2.2.7 Declaration

Read through the declaration statement carefully and **check the box** to complete this task.

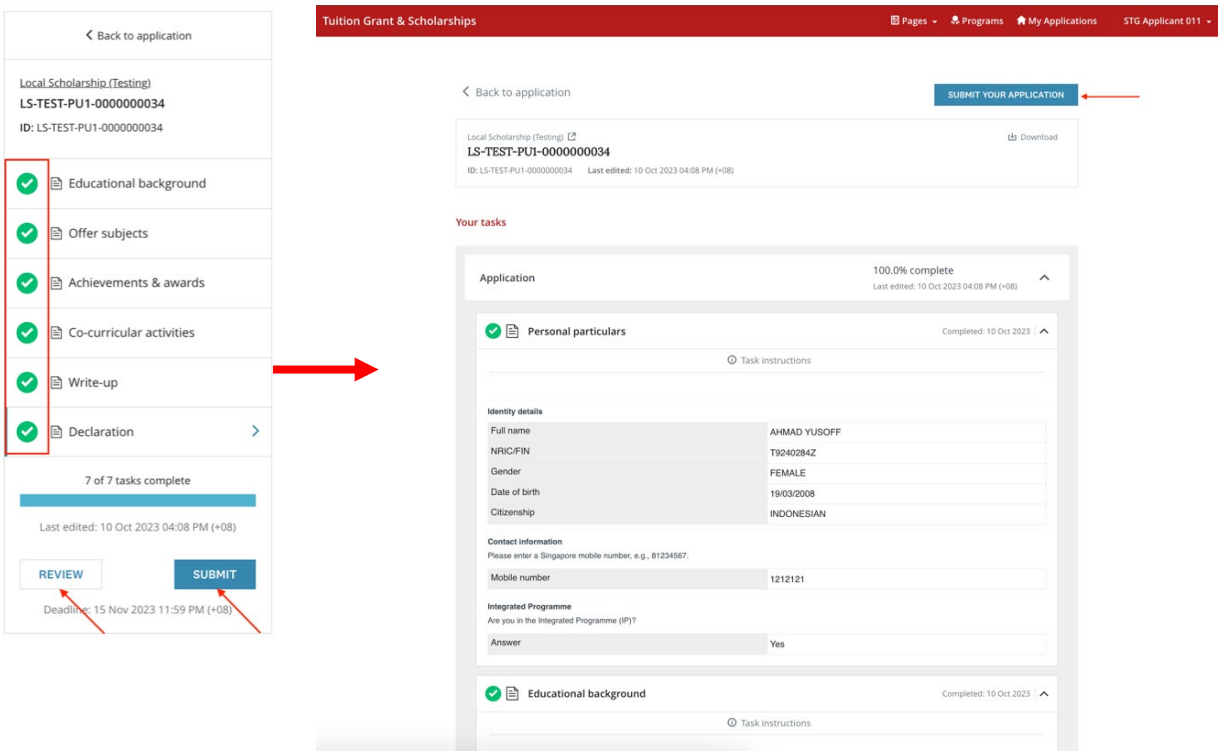


2.3 Review and Submit Application

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

2. Proceed to submit your application by clicking on the **Submit** button on the Application screen or the **Submit Your Application** button on the Review screen.

3. An email acknowledgement on the receipt of the application will be sent to your email.

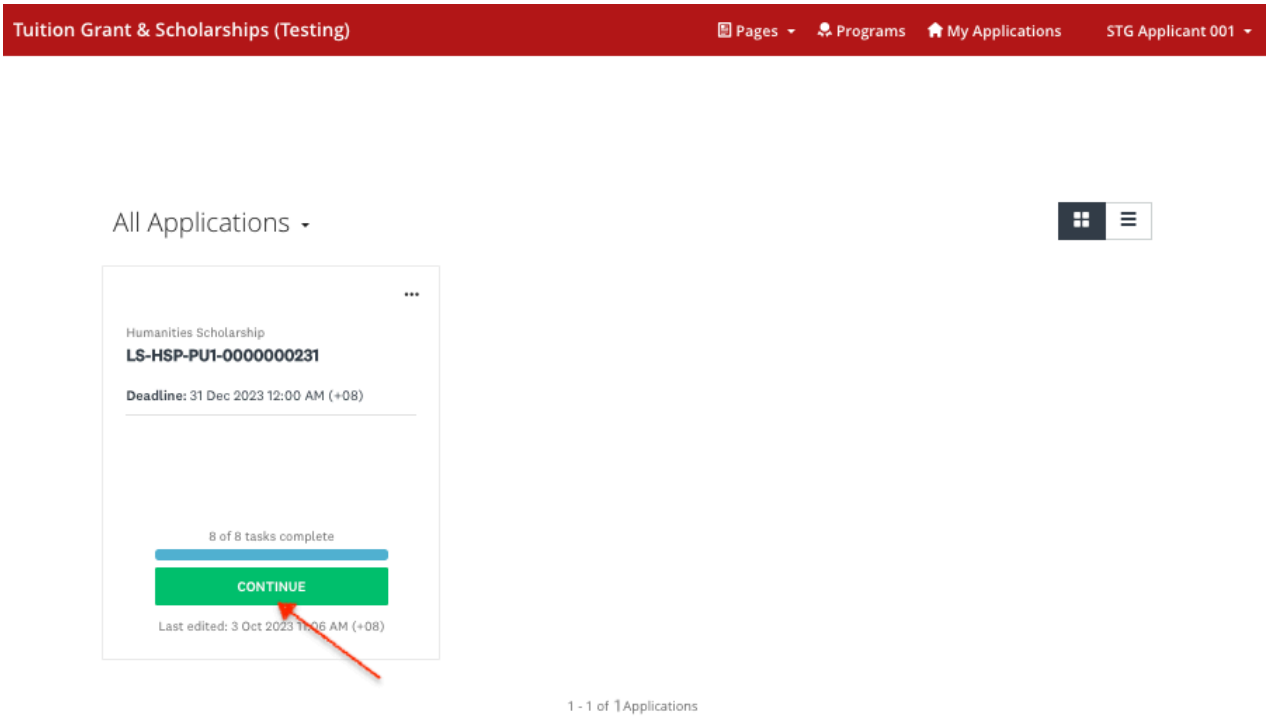

Back to application
Local Scholarship (Testing)
LS-TEST-PU1-0000000034
ID: LS-TEST-PU1-0000000034
Educational background
Offer subjects
Achievements & awards
Co-curricular activities
Write-up
Declaration
7 of 7 tasks complete
Last edited: 10 Oct 2023 04:08 PM (+08)
REVIEW
SUBMIT
Deadline: 15 Nov 2023 11:59 PM (+08)
Tuition Grant & Scholarships
Pages
Programs
My Applications
STG Applicant 011
Back to application
SUBMIT YOUR APPLICATION
Local Scholarship (Testing)
LS-TEST-PU1-0000000034
Download
ID: LS-TEST-PU1-0000000034
Last edited: 10 Oct 2023 04:08 PM (+08)
Your tasks
Application
100.0% complete
Last edited: 10 Oct 2023 04:08 PM (+08)
Personal particulars
Completed: 10 Oct 2023
Task instructions
Identity details
Full name
AHMAD YUSOFF
NRIC/FIN
T9240284Z
Gender
FEMALE
Date of birth
19/03/2008
Citizenship
INDONESIAN
Contact information
Please enter a Singapore mobile number, e.g., 81234567.
Mobile number
1212121
Integrated Programme
Are you in the Integrated Programme (IP)?
Answer
Yes
Educational background
Completed: 10 Oct 2023
Task instructions

3 EDIT APPLICATION

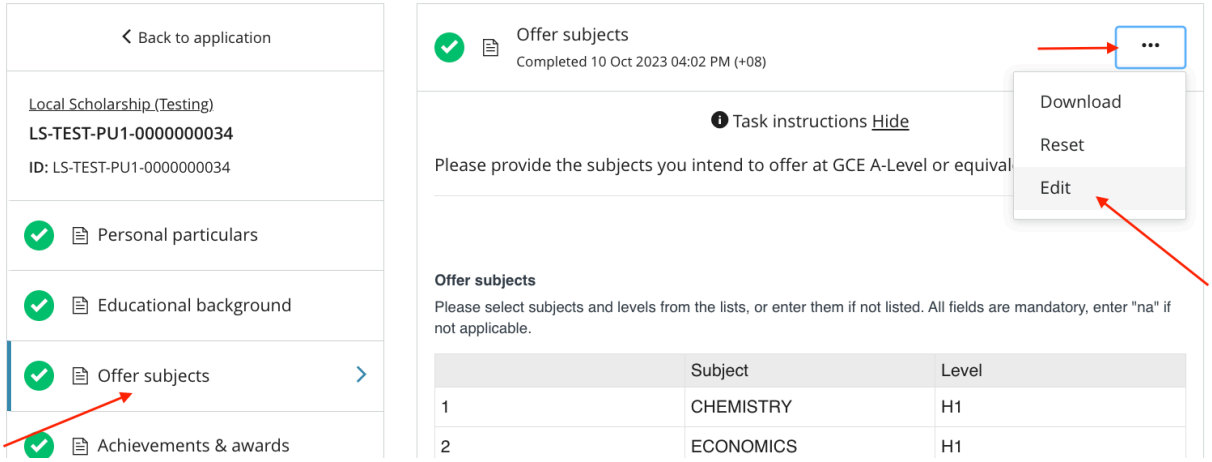
3.1 Edit an existing application that is not completed

If you were not able to complete your application in one sitting, you can re-login to complete it.

You will see the application listed on your dashboard after login. Click on **Continue**. You can now continue to complete your application. Please remember to click on **Submit** to submit your application before deadline.



3.2 Edit a completed task

Changes can be made to the task that you have already mark as complete or to the application that you have already submitted.

1. Click on the specific task of the application that you want to edit.
2. Click on the " ··· " located at the top rightmost of the application screen and click on **Edit** from the options.
3. Once all edits are made and no further changes are expected, click on **Mark As Complete.** Please remember to click on **Submit** to submit your application before deadline.