

To join GIRO, bank account holder can use one of the following methods below:

	<u>Banks</u>	<u>Methods</u>
a	DBS and POSB (for Singaporean and Singapore Permanent Resident account holders with bank accounts registered using pink/blue NRIC)	Click the link below to join via FormSG. SingPass login is required. https://go.gov.sg/moe-online-giro-form
b	DBS, POSB and OCBC	Set up the GIRO arrangement with MOE through the respective banks' internet-banking portals. (1) DDA reference – your child's/ward's Student ID in full (2) Do not set a deduction limit, as banks may impose fees on unsuccessful deduction from your account.
c	Other banks	Complete <u>Part 1</u> of the enclosed GIRO form and return the original completed form to your child's/ward's school.

If you are submitting the hardcopy GIRO form, please note the following instructions.

- 1) Applicant is to complete only Part 1 of this form.
- 2) Please write clearly in the boxes provided.
- 3) Please use only BLUE or BLACK INK. Do not use pencil or other coloured ink.
- 4) Do not use correction tape or fluid.
- 5) All amendments are to be countersigned by account holder(s).
- 6) For non-Singaporean account holder(s), please indicate the ID(s) registered with your bank.
- 7) For joint accounts, please indicate the names and IDs for all account holders.
- 8) For accounts operated by thumbprints, please go to your bank for verification.
- 9) Bank accounts from Industrial Commercial Bank of China (ICBC) are not accepted currently.
- 10) Children Development Account under Baby Bonus Scheme cannot be used for this GIRO application.
- 11) Only original signed hardcopy application forms will be sent to the banks for verifications.
- 12) Incomplete/Rejected form will be returned to the student's school for follow up.



MINISTRY OF EDUCATION (MOE)

APPLICATION FORM FOR INTERBANK GIRO

(FOR PAYMENT AND REFUND OF FEES, ENRICHMENT PROGRAMMES AND CHARGES)

PART 1: APPLICANT'S PARTICULARS

Please read the instructions at the back this form. Write CLEARLY within the boxes.

Date	Name of School
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Level	Name of Student
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Class	Student NRIC/FIN No
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
To: Bank (please indicate name of bank)	
<input style="width: 100%;" type="text"/>	

- (a) I/We hereby instruct you to process the MOE's instruction to debit and credit my/our account.
- (b) You are entitled to reject MOE's debit instruction if my/our account does not have sufficient funds and charge me/us a fee for this. You may at your discretion allow the debit even if this results in an overdraft on the account and impose charges accordingly.
- (c) This authorisation will remain in force until terminated by your written notice sent to my/our address last known to you or upon receipt of my/our written revocation through MOE.
- (d) I/We hereby authorise you to terminate this authorisation without any written notice to me/us once you are informed by MOE that the above-named student is no longer studying in a school under its billing administration.

**Account Holder(s) Name(s)
as in bank records**

Bank Account No. (Children Development Account under Baby Bonus Scheme CANNOT be used for this GIRO application)

**Singaporean Account Holder ID
(NRIC No)**

Signature(s)/Thumbprint(s)* / Company Stamp
* For thumbprint(s), please go to the branch for verification.

(As in Bank's records)

**SPR/Foreigner Account Holder ID
(Passport No)**

Account Holder's Contact Number

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PART 2: FOR COMPLETION BY MOE

Bank	Branch	MOE Bank Account Number
7	1	7 1 0 0 8 0 0 8 0 1 2 4 3 6 1

School Code	<input style="width: 85%;" type="text"/>
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Bank	Branch	Account Number to be Debited

DDA Reference Number	<input style="width: 85%;" type="text"/>
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PART 3: FOR COMPLETION BY BANK

This application is rejected for the following reason(s):

- Signature/Thumbprint# differs from Bank's records
- Signature/Thumbprint# incomplete/unclear
- Account operated by signature/thumbprint#
- Amendments not countersigned by applicant
- Wrong account number
- Others: _____

Please delete where applicable.

Name of Approving Officer	Authorised Signature	Date
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