

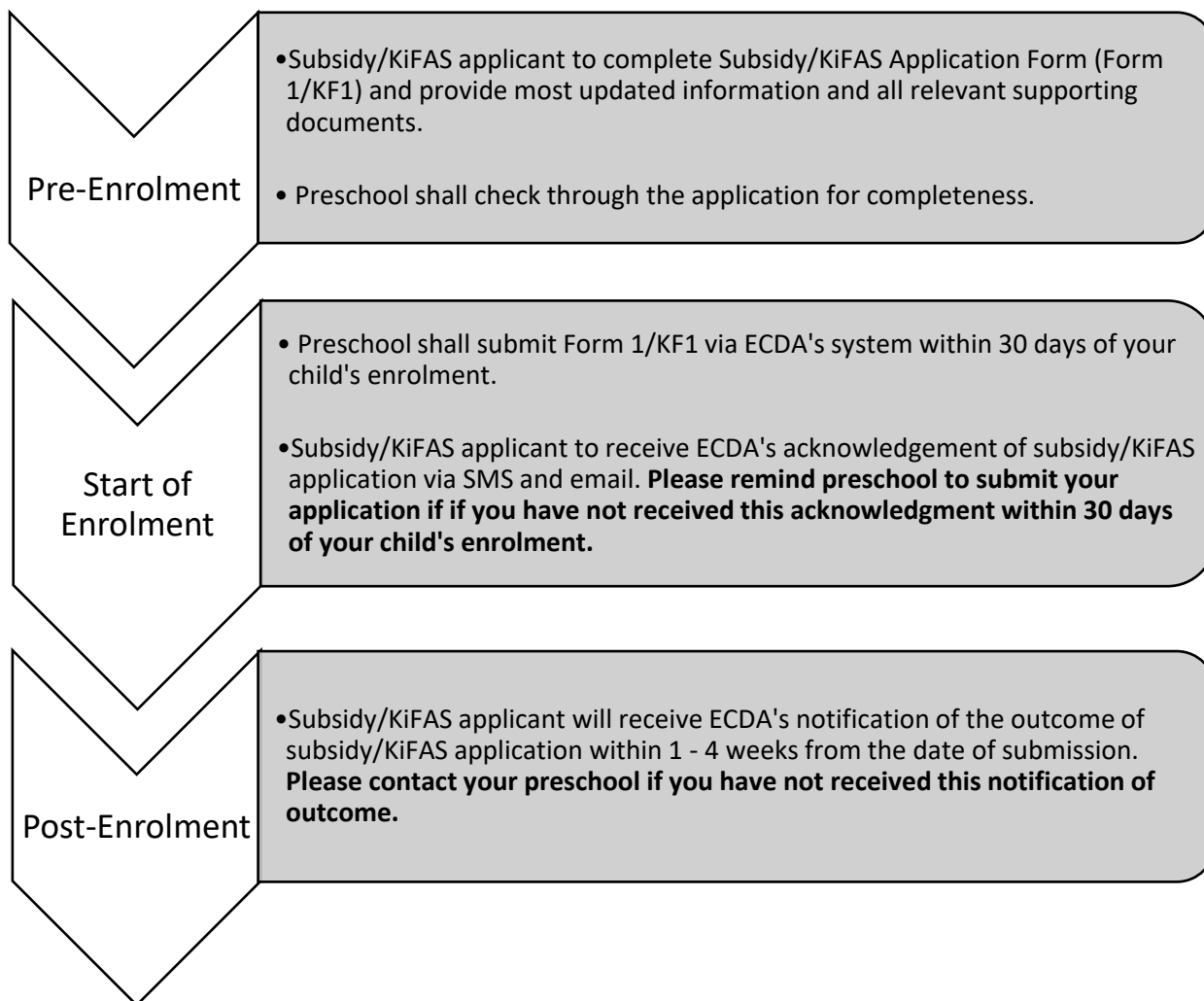
[Important] For Subsidy/Kindergarten Fee Assistance Scheme (KiFAS) Applicant's Information and Acknowledgement of Subsidy/KiFAS Application Procedure

Please read carefully and seek clarification with your preschool if necessary.

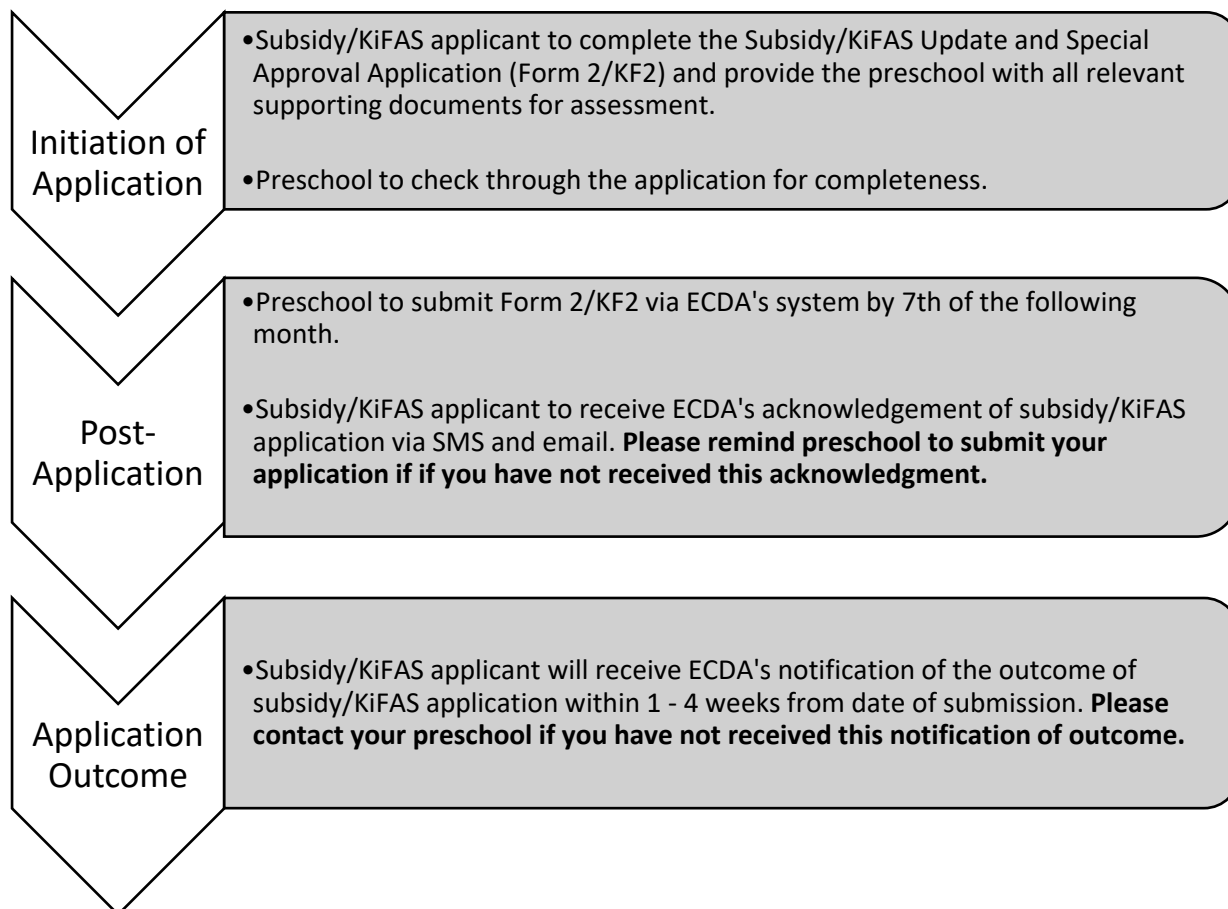
Important Information on Subsidy/KiFAS Application

1. The Early Childhood Development Agency (ECDA) will process your subsidy/KiFAS application once your preschool submits it into ECDA's system.
2. Your preschool shall submit your subsidy/KiFAS application within 30 days from your child's first day of school.
3. Once approved by ECDA, the subsidy/KiFAS will take effect from the month of enrolment.
4. If your preschool submits your subsidy/KiFAS application **late** (i.e. after 30 days from your child's first day of school), the subsidy/KiFAS will take effect **only** from the month when your preschool submits the application into ECDA's system.
5. It is important that you provide your preschool with the most updated information and all the necessary documents to ensure timely submission of the application.
6. It is important that you work with your preschool to ensure its submission of your subsidy/KiFAS application to ECDA within the stipulated time. You will receive an acknowledgement notification from ECDA when your preschool submits your subsidy/KiFAS application within 30 days of your child's enrolment. If you do not see any acknowledgment, please contact your preschool.
7. If there are changes to your household circumstances, you may submit another subsidy/KiFAS application for ECDA to reassess your subsidy/KiFAS eligibility (see page 2). The revised subsidy/KiFAS will take effect from the month when your preschool submits the application into ECDA's system.

When you enrol a child in a preschool



When the subsidy/KiFAS applicant's household circumstances change:



Please note that ECDA's approval of subsidy/KiFAS disbursement is contingent on:

- a) the completeness of the information and relevant documents required from the subsidy/KiFAS applicant; and
- b) the timeliness of your preschool's submission of the subsidy/KiFAS application.

ECDA will not provide any retrospective subsidy/KiFAS if the application is submitted later than the stipulated timelines.

Acknowledgement (Please sign)

Applicant / Co-Applicant (full name and signature):

Preschool Personnel (full name and signature on behalf of preschool):

Date:

Date: