

BOOK AWARD 2021
APPLICATION FORM

Important points:

1. **Eligibility:** Applicants must be approved student members of the NUS Co-op who are undergraduates at the time of their application. Please sign up as a Co-op member before you apply for the book award.
2. **Selection criteria:** Mainly based on financial status. Consideration will also be given to a good track record of community involvement.
3. Priority will be given to first time applicants who are not holders of scholarship/bursary in the academic year 2021/2022.
4. If you are shortlisted, documentary (photocopy) proof may be required to support application, which help us to have a better understanding of your financial circumstances. Following verification, we will return the documents to you.
5. Incomplete forms and applications submitted after closing date will NOT be processed.
6. Applicants will be informed of the results by email.
7. Completed application forms are to be submitted via email to: copadm@nus.edu.sg
8. All information will be kept confidential.
9. Shortlisted applicants will be notified and scheduled for an interview session.
10. Successful applicants must attend the presentation ceremony to receive the award.
11. Closing date of application: 6 October 2021.

I. Personal Particulars

Full Name (in NRIC/Passport):		Sex: M / F	NUS Co-op Membership No. / Receipt No.: <i>(Note: Year 1 to Year 4 Undergraduates, Co-op membership no. is the Student Matrix Card ID.)</i> Date of Issue:
NUSNET ID:			
Email address:		Mobile No.:	
Residence <i>(For Non-S'porean, please state on your hometown residence)</i>	Private	HDB Flat	
Type	Landed / Private Apartment / HUDC*	Exec Maisonette / 5-room / 4-room / 3-room / 2-room & below*	
	Owned / Mortgaged / Rented*	Owned / Mortgaged / Rented*	
Financing	Fully paid / Monthly Installment / Rental* For installment / rental, state monthly payment: S\$ _____	Fully paid / Monthly Installment / Rental* For installment / rental, state monthly payment: S\$ _____	
Date of Birth:	Country of birth:	Age:	
*Local student / International student	Last 4 characters of NRIC/FIN/Student ID:		
Course of Study:	Current year of study:		
Graduating month / year:			

II. Monthly Family Income:

Father: Employed / unemployed / retired / deceased*	Monthly salary S\$:
Mother: Employed / unemployed / retired / deceased*	Monthly salary S\$:
<u>Unmarried Siblings (Excluding Applicant)</u> Number working: Number studying:	Combined Monthly salary S\$:
<u>Applicant's income</u> Source of income: Tuition / part-time job* _____ (Please specify)	Monthly income S\$:
Total Family Income: (if foreign currency, please convert into S\$)	

Other dependents living together with the family (please specify):

Name	Relationship to applicant
1.	
2.	

III. Number of times received the NUS Co-op Awards (please state the year)

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IV. Are you currently receiving any Bursary / Scholarship / Study Grant for AY2021 / 2022: NO / YES*
(Please specify the amount received per year) _____

V. Are you currently applying for any Bursary / Scholarship / Study Grant for AY2021 / 2022: NO / YES*
(Please specify the expected amount per year) _____

VI. Please indicate your tuition fees. (If applicable) _____

VII. Community involvement (You may use separate sheet if necessary, NOT more than one page)

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VIII. Other relevant information that will help in our evaluation e.g. Family responsibility, medical condition, physical handicap, etc

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DECLARATION

I declare that the information supplied in this application is true and correct. I did not willfully withhold or suppress any other relevant information. I understand that submission of any false particulars will render my application void and that I will be required to return to the NUS Co-op the full value of Award received.

Signature of Applicant

Date

For further information, please do not hesitate to contact us at 6776 6575 or email to copadm@nus.edu.sg

*circle where applicable

FAQ (Frequently Asked Questions)

What is the Book Award?

To further promote one of the key values of Co-operative –*caring for others*, the Book Award was launched by the NUS Co-operative (NUS Co-op) in 1987 for the benefit of needy student co-op members. Awards (each worth \$400) are presented annually to students for the purchase of books and stationeries, etc from the co-op outlets. To-date, 1,556 awards worth a total of \$522,500 have been given.

What are the pre-requisites required to be eligible for the Award?

- Applicants must be approved student members of the NUS Co-op at the time of their application. **You will need to sign up as a member before you can apply for the book award.**
- A full-time undergraduate of NUS. (Part-time, exchange students & graduates are not eligible to apply) and
- Priority will be given to first time applicants

What is the application process of the Book Award?

- The application will be announced to all undergraduates via email.
- The application will be open for four weeks from early September 2021.
- Application form can be downloaded from <https://www.nuscoop.sg/>
- Completed forms are to be submitted via email to: **copadm@nus.edu.sg**
- Applicants are required to complete all fields in the application forms. Incomplete forms and applications submitted after closing date will not be processed by the Committee.
- Shortlisted applicants will be notified and scheduled for an interview session in end October/early November 2021.
- Successful applications will be invited to a presentation ceremony in January 2022 to receive their awards subject to pursuant to the COVID-19 order by government.

What are the selection criteria of the Book Award?

Applicant's financial status is the key factor

You are encouraged to submit relevant documents which help us to have a better understanding of your financial circumstances. Following verification, we will return the documents to you.

A good track record of community involvement is helpful in your application.

If I am already a recipient of another bursary or scholarship, can I still apply for the Book Award?

To help more students in the large NUS student population, priority will be given to applicants who do not have scholarship and/or bursary in this academic year 2021/2022.

I am a past Book Award recipient, Can I still apply for this academic year?

To ensure a fair spread of financial assistance to our student members, priority will be given to the first-time applicants.

I will be away for exchange program in October 2021 and hence cannot come for the interview if I were to be shortlisted. Can I be exempted for the interview or given another interview date after I come back to Singapore?

All shortlisted applicants **must** attend the interview session. The interview sessions will be scheduled in end October/early November 2021 and no other sessions will be scheduled thereafter.

If my application is successful, but I am unable to attend the Presentation Ceremony because of some prior arrangement, will I still be given the Award?

All successful applicants are strongly encouraged to attend the Presentation Ceremony. However, if you are unable to attend due to some important commitments, you are required to send a representative to receive the Award on your behalf. You will be disqualified from the award if you are unable to give a satisfactory reason to explain your absence during the ceremony.

For enquiries, please contact Doreen at 6776 6575 or email at copadm@nus.edu.sg

Dear Student,

If you are successful for the Book Award, please take note of the following:

- You will be given \$400 worth of Co-op vouchers.
- The vouchers come in \$50 denominations – so you will have 8 x \$50 vouchers.
- You cannot exchange the vouchers for cash. No change will be given if you spend less than the value of the vouchers. You must top up with cash if you spend more than the value of the vouchers.
- The vouchers have a validity period of 2 years.
- You can use the vouchers to make any purchases from any Co-op stores in NUS – books, stationeries, IT products etc.
- You are NOT allowed to sell your vouchers. This is a very serious offence.