

## OVERSEAS EXPERIENCE GRANT (FOR FULL-TIME UNDERGRADUATES)

### TERMS AND CONDITIONS

1. The Singapore University of Social Sciences (SUSS) Overseas Experience Grant (OEG) is open to needy full-time undergraduates (not applicable to Law students) who have applied to undertake any of the programmes involving experiential learning, such as industry-based study programmes, overseas leadership programmes, overseas outdoor education programmes, virtual learning/exchange programmes, global service learning programmes, community-based global learning programmes, overseas summer/winter school programmes, overseas semester exchange programmes, or any other university-approved overseas educational programmes, that are endorsed for **Global Learning (GL) fulfilment**.
2. An applicant must be a Singapore Citizen or Permanent Resident with financial needs and must achieve at least a cumulative Grade Point Average of 2.0 at the point of OEG application.
3. The value of each OEG is **up to S\$500**. Only applicants with Monthly Gross Per Capita Income (PCI)<sup>1</sup> not exceeding S\$2,500, or Monthly Gross Household Income (GHI)<sup>2</sup> not exceeding S\$10,000, or evidence of family financial difficulties will be considered for OEG.
4. Each student can be awarded the OEG **only once throughout the entire candidature** for his/her course of study.
5. There is no bond attached to OEG and therefore no repayment is required. However, repayment is required in full if a student is found to have withdrawn from participation in the approved overseas programme prior to completion, or withdrawn from SUSS, or is terminated by SUSS (on academic termination, or on disciplinary grounds, or any other reasons). All applicants must submit a Certificate of Completion/Official Transcript/Certification Letter etc. as verification of completion of the endorsed programme.
6. Students in receipt of financial aid, scholarship/sponsorship, study award/grant and/or bursary or other funding may be considered only on a case-by-case basis. Students are expected to produce all supporting documentation upon request.
7. The application for the OEG is open twice a year. Students should only apply for the OEG **after completing the programme endorsed for GL fulfilment**. Only the OEG applications submitted online will be considered. All relevant supporting documents must be submitted together with the OEG application.

8. Students who submit their online application for the OEG should prepare and provide the supporting documents that are mandatory baseline requirements for the OEG application:

SUSS NIE351 course(s)	All other OE Programmes (NON-NIE351 course(s))
<ul style="list-style-type: none"> <li>- Breakdown of Programme Fee reflected in the Payment Instructions;</li> <li>- Bank Statement/Receipt reflecting payment completed for Programme Fee;</li> <li>- Official UC receipt issued by SUSS</li> <li>- Letter of Completion issued by the programme executive of the course from the Global Learning team.</li> </ul> <p><i>Note: Certificate of Completion and official transcript are not mandatory submissions for students applying the OEG for the SUSS NIE351 courses.</i></p>	<ul style="list-style-type: none"> <li>- Certificate of Completion/Participation*</li> <li>- Official transcript</li> <li>- <b>Bank Statements/Receipts</b> of payments made for the programme – <b>amounts reflected must be in SGD.</b> E.g. if the receipt shows the amount in a different currency, please <i>include receipt of payment made in SGD as well.</i></li> <li>- Supporting documents that are <u>mandatory baseline requirements</u> for the OEG application.               <ol style="list-style-type: none"> <li>i. E-itinerary for flight – Must <b>clearly</b> indicate the travel date and the amount paid for the air ticket</li> <li>ii. Bank receipt/statement reflecting payment to travel agent/airline(s) for the air ticket in SGD</li> <li>iii. Programme Fee receipt from the host institute</li> <li>iv. Bank receipt/statement reflecting amount paid to the host institute for programme-related fees in SGD</li> <li>v. SUSS UC receipt for SUSS Travel Insurance paid</li> <li>vi. Bank receipt for payment made to SUSS for the Travel Insurance</li> <li>vii. Bank receipt/statement reflecting payment to travel agent/host institute/Airbnb for the accommodation in SGD</li> <li>viii. Receipt from the travel agent/host institute/Airbnb reflecting amount paid for the accommodation booking.</li> </ol> </li> </ul>

9. The decision of the University on the selection of the OEG recipients is final and no appeal will be entertained.
10. The University reserves the right to withdraw its awarding of the OEG at any time, and to amend the above terms and conditions at its sole discretion without prior notice.

<sup>1</sup>PCI refers to gross monthly household Per Capita Income (PCI) and is computed based on GHI divided by the number of immediate and non-immediate family members living in the same household.

<sup>2</sup>GHI refers to gross monthly household income of immediate and non-immediate family members, where:

For Unmarried Students:

Immediate family members include parents who may or may not be living together with the student. Non-immediate family members include grandparents, siblings, spouses of siblings, siblings of parents, and any other relatives living together with the student.

For Married Students:

Immediate family members include spouse and all children who may or may not be living together with the student. Non-immediate family members include parents, grandparents, siblings, spouses of siblings, siblings of parents, and any other relatives living together with the student.

Dated: 23 July 2024