

Application Form

Important Notes to Applicants (You may retain this page as reference)

- Before you proceed further, please ensure that you meet the following requirements:
 - A Singapore or a Singapore Permanent Resident as at **1 January 2009**.
 - Aged between 18 and 23 as at **1 April 2009**.
 - Have the minimum of two GCE 'A' Levels and three GCSEs ('O' Levels) or equivalent in five separate subjects, including English and Mathematics, or its equivalent.
 - Prepared to pursue the ACCA examinations as a full-time student.
 - Is not currently employed, and will not be employed either in a full-time or a part-time capacity for the whole duration of the scholarship (3 years).
 - Have read and understood the **Terms and Conditions (Section Six)** found on the last page of this document.
- Please complete the application form providing all requested information. If a section or part is not applicable to you, please indicate as "NA" or "Nil" where appropriate.
- Enclose supporting documents where appropriate – types of possible attachments are listed in **Section Five**.
- Please ensure that the declaration and consent section (**Section Four**) is signed and dated.
- Send the completed form and all the attachments to ACCA Singapore – this must be received by ACCA Singapore on or before **3:00pm on 15 May 2009 (Friday)**. *Forms received after 15 May 2009 will not be considered.*
- If you wish to receive an acknowledgement of your application, please provide further details at the lower portion of Page 7 (*Acknowledgement Slip*) of this document. Ensure you have affixed sufficient postage in the postage stamp box.
- Please note that the decision of the Scholarship Selection Committee is **final** and no correspondence on this matter will be entertained.
- The following are grounds for *immediate disqualification*:
 - Is a registered ACCA student member on or before **1 Jan 2009**
 - Has been suspended from the ACCA register and in the process of re-registering (RR)
 - Is currently a recipient of an award, grant, or a scholarship from an institution, school or organisation
- If you are short-listed, you may be required to sit and pass an English language proficiency test, as determined by KPMG.
- Overview of the deadlines and time schedule as follows:

Item	Schedule
Deadline for Application	15 May
Interviews for Short-listed Applicants	Week starting 22 June
Notification of Selection Outcome	Week starting 29 June

- ACCA and KPMG reserve the right to postpone or discontinue the scholarship award without prior notification to the applicant.

Section One

Please place a recent photograph here.

Personal Particulars and Contact Details

Full Name (as in NRIC/Passport)

please write clearly in BLOCK letters

NRIC / Passport / ID Number

Date of Birth

dd/mm/yyyy

Age as at 1 April 2009

Residential Address

Mailing Address

Marital Status: Single / Married / Divorced / Widowed*

Gender Male / Female*

Nationality

Race

Residential Number

Fax Number (if any)

Mobile Phone Number

Office Number

Email Address (1)

Email Address (2)

* Delete whichever not applicable. (Please write clearly. Applicant should also note that due care must be taken to ensure the security, usability and accessibility of the email addresses provided herewith, and that ACCA and KPMG will not be held responsible for the security and deliverability of email messages to email addresses listed above.)

If you have an existing medical condition, please specify.

--

(Please attach all relevant documents. Use a separate sheet if required.)

Character Reference:

Name (1)		Name (2)	
Company / Designation		Company / Designation	
Contact		Contact	
Email		Email	

Please provide the names and contact information of two referees. ACCA Singapore and/or KPMG *may* contact the person(s) named for a reference check and to verify the information provided in this form. Please note that the named referees must not be in any way related to the applicant.

Section Two

Academic Achievements

Qualification Title / Name	Year Achieved	Awarding Institution
1.		
2.		
3.		
4.		
5.		

(Please attach copies of certificates and transcripts of the qualifications listed. Please use a separate sheet if required.)

Awards, Prizes, Community and Social Activities, CCA

Award Title / Name	Year Achieved	Awarding Institution
1.		
2.		
3.		
4.		
5.		

(Please attach copies or photographs of the award certificates / prize / letters, etc, where possible. Please use a separate sheet if required.)

Work Experience (if any)

Position Held	From (mm/yyyy)	To (mm/yyyy)	Name of Company
1.			
2.			
3.			
4.			
5.			

(You may include experience gained from part-time work, internship and attachment programmes. Please use a separate sheet if required.)

Section Three

Statement of Commitment



(In not more than 300 words, outline your plan of action to ensure success in pursuing the ACCA qualifications.)

Career and Education Objectives



(In not more than 300 words, outline your career and education objectives, goals and direction.)

Section Four

Declaration, Consent and Agreement (you may wish to make a copy of this section for reference)

I hereby declare that I do not have a criminal record, and I am not a party to either civil or criminal proceedings.

I hereby declare that I am presently **NOT** in receipt of any awards, grants, scholarships and/or subsidies from any school, institution, firm or organisation; nor am I currently serving a bond or contract in repayment of such awards, grants, scholarships and/or subsidies.

I hereby agree to pursue the ACCA Qualification if my application is successful and I have formally accepted the scholarship by signing the *ACCA/KPMG Scholarship Deed*.

I also declare that I am currently **NOT**, and never had been, a registered ACCA student prior to 1 January 2009.

I hereby declare that the information provided in this document are true and correct to the best of my knowledge. I understand that my application is considered based solely on the information provided, and the decision of the Scholarship Selection Committee is final.

I also understand that my application would be disqualified and I may be liable for legal proceedings for providing information which I know to be untrue, false and/or erroneous.

I hereby give consent to ACCA to use the information contained in this application form for the purpose of publicity, marketing and promotion, and for general communication with third parties that are authorised by ACCA to receive such communications.

I unreservedly agree to abide by the Terms and Conditions (**Section Six**) governing the award of this scholarship; the ACCA bye-laws governing the student membership (Student Handbook, ACCA Rulebook); and the rules and regulations of the learning partner which I am assigned to.

I hereby undertake to follow the study guidelines provided by the learning partners by attending all lectures as outlined in the study schedules and/or timetables; and to submit reports, projects and/or assignments if required; and to attempt the ACCA examinations based on the options selected; and to apply myself in such a manner as to create the best possible chance of success in passing the ACCA examinations.

I understand that this declaration forms part of the agreement, and I am bound by the statements and/or terms outlined here.

Full Name

NRIC / Passport / ID Number

Signature

Today's Date

Section Five

Supporting Documents

Please tick (✓) the item(s) you have enclosed with this form.

- Copies of all completion certificates issued by the awarding body (**DO NOT** submit originals).
- Copies of official transcripts, issued by the awarding body, listing the subjects passed to gain your qualification(s).
- One passport-sized photograph pasted in the box on Page 2 of this form.
- A copy of your NRIC or Passport or ID card showing your photograph and your personal details.
- A copy of your marriage, deed poll or decree nisi certificate if your name has changed.
- Letters of recommendations, commendations or statements on character (if available).
- Official translations where documents are not in English.

Please complete the following section and place a stamp in the box if you wish to receive an acknowledgement of your application. Thank you.

-----✂ ** for ACCA use only ** Cut Along Here ✂ ** for ACCA use only ** -----

Acknowledgement Slip

(Please do not print on both sides if you wish to receive an acknowledgement)

Place
Stamp
Here

Name: _____

Address: _____

_____ Singapore ()

This is in acknowledgement of your application for **ACCA/KPMG Scholarship**. You will be informed of the outcome by 1st week of July. If you do not receive a reply by then, please send an email with the subject line "ACCA/KPMG Scholarship" to info@sg.accaglobal.com, providing your name and contact number. Thank you.

Signed: _____

Date: _____

On behalf of ACCA Singapore

Section Six

Terms and Conditions (you may retain this section as reference)

1. This document is an integral part of the *ACCA/KPMG Scholarship Deed*, which forms the basis of the relationship between the scholar and ACCA Singapore and KPMG.
2. Duration of award: The ACCA/KPMG Scholarship award is for the pursuit of the **ACCA Qualification**, and shall be for the duration of the course of studies or a maximum of 3 years from the date of the award, whichever is shorter.
3. Value of Award: the ACCA/KPMG Scholarship covers:
 - a. An annual lump sum payment of S\$7000 per annum for a maximum period of three (3) years. This will be used to cover the following expenses:
 - i. Initial registration and annual subscription fees to both ACCA and ICPAS
 - ii. Tuition and revision fees levied by the learning partner(s)
 - iii. Examination fees (first attempt only) and/or exemption fees
 - iv. OBU marking and mentorship fee
 - b. A yearly book allowance of S\$300.
 - c. A one-time computer allowance of S\$1600.
4. The recipient may attempt the ACCA exams at a pace that is comfortable for progress, but must complete all 14 papers of the ACCA examinations within the stipulated time of 3 years.
5. The award may be withdrawn under the following situations:
 - a. Breach of Professional Conduct
 - i. Causing disrepute to the image and good name of ACCA and/or KPMG;
 - ii. Cheating and plagiarism in ACCA exams and OBU project
 - iii. Failure to abide by the Terms and Conditions of this scholarship, the ACCA by-laws, and/or the rules and regulations of the assigned learning partner(s), or the rules and guidelines of internship, employment and engagement stipulated by KPMG.
 - b. Unsatisfactory academic performance:
 - i. Repeated failure in a paper by more than 3 times
 - ii. Failure to complete programme within 3 years
 - c. Other Reasons:
 - i. Inability of student to continue with the scholarship programme
 - ii. Circumstances beyond the control of the recipient, with confirmation from ACCA Singapore and KPMG.
6. In the event of withdrawal, ACCA Singapore and KPMG reserves the right to seek damages and/or compensation, and the full recovery of all fees paid with interest and/or cost from the recipient.
7. The recipient will report to the ACCA Singapore office on a regular basis – generally once a month, but frequency may be increased in relation to performance – subject to the sole discretion of ACCA Singapore.
8. In relation to item 7 above, the recipient will be subject to reviews, updates and reports, with reference to the “*Statements of Commitment*” and the “*Career and Educational Objectives*” (submitted under **Section Three** of this document).
9. On the successful completion of the examinations, the Scholar will be required to apply as an ACCA Associate Member within four (4) years of completion of studies, and upon conferment

- of the ACCA Associate Member status, the Scholar must remain as an active member for a minimum period of three (3) years from the date of the date of admission.
10. Upon the successful completing of the ACCA examinations (14 papers), the Scholar will also serve a service bond with our partner KPMG Singapore for a period of four (4) years, and must meet the professional and performance objectives, carry out job roles and achieve job requirements, and fulfill all obligations and duties as outlined in the KPMG service agreement.
 11. While pursuing the ACCA Qualification, the Scholar will be required to perform ambassadorial and representation duties and functions for the purpose of promoting the ACCA Qualification, examinations and membership; and be involved in ACCA events and activities deemed necessary towards this end, as determined by ACCA Singapore, for the duration of the course of studies, or three (3) years, whichever is shorter.
 12. All other fees and charges not explicitly listed are not included in this award.
 13. ACCA Singapore and KPMG reserve the right to amend or change the terms and conditions of this award without prior consultation with the recipient.