

SUSS LEAD GRANT  
(FOR FULL-TIME UNDERGRADUATES)

TERMS AND CONDITIONS

1. The SUSS LEAD Grant provides funding to support full-time undergraduates who are engaged in approved programmes (see List of approved programmes below) by Centre for Experiential Learning with leadership development (for example, personal-social-cultural competencies) and industry-readiness learning outcomes, as well as, regional or international experiential programmes.
2. Applicants must state the programme (only one programme is allowed per application), the amount, purpose and items in which the grant is for. The invoice or receipt must be attached with the application as supporting document.
3. Applicants are able to apply for programmes happened/happening in the previous, current or following semester (i.e. application in July 2022 can be for programmes in July 2022 or January 2023 semester).
4. The SUSS LEAD Grant is open to all SUSS full-time undergraduate students who are Singapore Citizens (SC).
5. Applicants must have a Monthly Household Per Capita Income (PCI) not exceeding S\$2,250.
6. Special preference for recipients of the SUSS Student Care Fund.
7. There is no bond attached and recipient is not required to repay the grant. However, repayment is required in full if student withdraws from participating in the programme, or from SUSS, or is terminated by SUSS (on academic termination, or on disciplinary grounds, or any other reasons). Successful recipients are expected to commit and complete the programme. Certificate or any form of programme completion document has to be submitted as evidence.
8. Applicants must not have received any subsidy/funding/grant/stipend (including PSEA) for the programme that they are applying the grant for. However, for applicants with a Monthly Household Per Capita Income (PCI) not exceeding S\$1,000, the University will allow co-funding for the programme they are applying for. The invoice or receipt must be attached with the application as supporting document.
9. Each applicant is allowed to apply for multiple applications and disbursements, capped at S\$1,000 in total disbursement of the SUSS LEAD Grant throughout his/her entire candidature.
10. Application Period:

<b>Academic Semester</b>	<b>Application Period</b>	<b>Notification Date</b>
January semester	1 January to 31 January	End February
July semester	1 July to 31 July	End August

11. Applicants are required to submit e-Application form found on the Financial Aid's webpage, together with supporting income documents by the given deadline. Otherwise, the application would be considered incomplete and will not be processed. Only successful applicants will be notified via email.
12. The decision of the University on the selection of SUSS LEAD Grant recipients is final and no appeal will be entertained.
13. The University reserves the right to amend the terms and conditions for the grant or to terminate this financial aid at its sole discretion without prior notice.

$$[*] PCI = \frac{\text{Gross income of family members in household}}{\text{Total number of family members in household}}$$

*Gross income refers to amount before deduction of CPF. It includes allowances, overtime, commission, bonus, etc.*

*Family members include:*

- a) Immediate family members (i.e. spouse, parents and all children who may or may not be living in the same household as applicant) and*
- b) Non-immediate family members (i.e. grandparents, siblings, spouses of siblings, siblings of parents, and any other relatives who are living in the same household as applicant)*

#### **List of approved programmes:**

##### **Office of Service-Learning and Community Engagement**

- I. Stipend for unpaid local and overseas Community Engaged Work (Internships, Virtual Internship Programme, Work Attachment).
- II. Volunteer Management Fellowship stipend.
- III. Global Service-Learning (Youth Expedition Project, Reciprocal Global Service-Learning, Service-Learning Experience, Overseas Community Engaged Work).

##### **Office of Global Programmes**

- I. Programme Fee of Overseas Experience Programmes. Course fee (e.g. 5Cu course fee) is not eligible.
- II. Tuition fee for Approved Overseas Summer and Winter School Programmes in 2022/2023.

##### **Office of Student Life**

The Grant is curated for Student Leaders in XL Academy. Student Leaders can choose to undertake any courses that can help them develop their leadership skills and industry readiness. When submitting application, applicants must state the Course Title, Course Learning Outcomes, Course Fee and provide the URL of the course (if available). The utilization of this grant will require the recipient to conduct peer to peer sharing with at least 50 other SUSS students within 12 months upon training completion.

### **Career Development Office**

- I. Stipend for ECE490. Applicants should not have applied/received stipend from The S R Nathan School of Human Development (NSHD) or hold another scholarship i.e. Early Childhood Development Agency (ECDA) Training Award, NTUC First Campus Pre-Service Scholarship etc. during their course of study in Singapore University of Social Sciences (SUSS) and they are required to complete and fulfil all the requirements of ECE490 Practicum at the end of the course. Grant disbursement is capped at S\$500, to be aligned with stipend given out to eligible students by NSHD.
- II. Programme fee for Industry-based Study Programmes.
- III. Programme fee and assessment fee for Industry Certifications e.g. <https://www.facebook.com/business/learn/certification>
- IV. Programme fee for Professional Credentials, e.g. IHRP Certification.
- V. Programme fee for courses that help students develop industry readiness skills, e.g. coding courses for ECE students.
- VI. Programme fee for certification courses, e.g. SQL, Python, etc. for Teaching Assistants under the Peer-Mentoring Programme (PMP)\*.

*\*The utilization of this grant will require the recipient to conduct PMP workshops with at least 50 other SUSS students within 12 months upon training completion.*

Updated: 29 June 2022