

General Information

Miscellaneous Fees

Pupils pay miscellaneous fees as a contribution towards the cost of materials used. The fees comprise two components - a standard rate component payable by all pupils and a 2nd-tier component with rates decided by individual schools. Pupils in Autonomous Schools pay an additional miscellaneous fee called Autonomous School Fee.

Termination of GIRO Account

If you wish to terminate your GIRO account, you will have to submit a Termination Form. The form is available from your child's/ward's school or the MOE's Customer Service Centre. You can also download it from MOE website at <http://www.moe.gov.sg/>. If you are not the account holder of the GIRO account to be terminated, please contact the Customer Service Centre for advice.

Change of GIRO Account

If you wish to change your GIRO Account, you will have to terminate your existing GIRO account first and submit an application form to register the new GIRO account. The form is available from your child's/ward's school or the MOE's Customer Service Centre. You can also download it from MOE website at <http://www.moe.gov.sg/>.

Other Deductions and Refunds

Your GIRO account will also be used for the deduction of your child's/ward's various national examination fees (Primary School Leaving Examination and GCE Examinations) and JAE fee (Joint Admission Exercise for admission to ITE, Polytechnics and Junior Colleges/Centralised Institute). You will be informed of the deduction dates and amounts payable when your child/ward participates in these examinations/exercise. School fees and charges overpaid by your child/ward will be refunded to the GIRO account that you maintain for the payment of school and miscellaneous fees. The refund will be credited to your GIRO account between 17th to 19th of the month.

Deduction Code

Deduction for the fees will be shown under deduction code **"MOE"** in the bank-book or statement.

Change of Address and Guardian

We use the addresses in pupils' Singapore Identity Cards (ICs) for mailing. For pupils without ICs, including international pupils, their guardians' IC addresses are used. For change of official addresses or guardianship for both local and international pupils, please inform your child's/ward's school and you will be given a request form to complete to update the changes.

Enquiries

If you have any enquiry on payment of fees, please contact this Ministry's Customer Service Centre at 6872 2220 or your child's/ward's school.

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