

Checklist for Student Pass Submission

Basic documents required for all applicants:	
<input type="checkbox"/>	Applicant's Birth Certificate (with number)
<input type="checkbox"/>	Applicant's Highest Educational Certificate and Detailed Transcript of Exam Results (Primary, Secondary or University certificates)
<input type="checkbox"/>	A recent colour passport-sized photograph or Digital Photo (in jpeg format less than 60kb) Against a white background, showing the full face
<input type="checkbox"/>	Photocopy of Passport Page showing his/her full particulars and date of expiry Passport must be valid for at least six months at time of entry into Singapore
<input type="checkbox"/>	Student Pass Application Forms Form 16 and Form V36 (fully completed and signed by applicants)
<p>Note:</p> <ol style="list-style-type: none"> If documents are not in English, official translations must be included and only the photocopies are required for the student pass application. Students may be advised to approach a local government official, mayor, Ministry of Foreign Affairs, their embassy in Singapore, lawyer, or certified translation agency to do it. Original documents are compulsory for verification. 	
The following additional documents are required to be submitted if:	
Applicant is a national from a visa-required country (e.g. People's Republic of China, India, Myanmar etc.)	
<input type="checkbox"/>	Photocopies of bank statements/fixed deposit accounts/savings accounts/company sponsorship letter
One of applicant's parent/step-parents is a Singapore Citizen or a Singapore Permanent Resident	
<input type="checkbox"/>	Parents' / Step-parents' marriage certificate/divorce certificate and applicant's custody paper
<input type="checkbox"/>	Parents' / Step-parents' highest educational certificate
<input type="checkbox"/>	Parents' / Step-parents' letter of employment Letter should state date of commencement of employment, designation, and salary per month or Business Registration Certificate If parent/spouse is self-employed. These documents should not be issued more than 1 month ago.
<input type="checkbox"/>	Parents' / Step-parents' monthly CPF statement for the past 12 months
<input type="checkbox"/>	Parents' / Step-parents' income tax assessment notices for the past 3 years
Applicant's Spouse is a Singapore Citizen / Singapore Permanent Resident	
<input type="checkbox"/>	Spouse's official marriage certificate / divorce certificate
<input type="checkbox"/>	Spouse's highest educational certificate
<input type="checkbox"/>	Spouse's letter of employment Letter should state date of commencement of employment, designation, and salary per month or Business Registration Certificate If parent/spouse is self-employed. These documents should not be issued more than 1 month ago.
<input type="checkbox"/>	Spouse's monthly CPF statement for the past 12 months
<input type="checkbox"/>	Spouse's income tax assessment notices for the past 3 years