Before you apply for the Tuition Grant (TG) Scheme, you need to activate your TGonline account. [Note: If you have previously received TG for your diploma studies and are entering into our autonomous university, you do not need to activate your TGonline account, as you would already have an existing account. If your account is suspended due to inactivity, please unlock your account and reset your password before logging in to your TGonline account.]

To activate your user account, you need the following information:

a. UIN / FIN
b. Matriculation Number / Student Card Number
c. Date of birth

Next, open your web browser and proceed to the following website https://tgonline.moe.gov.sg. The following page will be displayed:

Click on the "Student Login" link. The portal will bring you to the following page:
4. Click the "Click here" link next to the "New student?" The following page will be displayed:

Verify your identity

- **UNIFIN (e.g. F1234567A)**
- **Matriculation No**
- **Date of Birth (dd/mm/yyyy)**

You will need to enter your UNIFIN, Matriculation/Student Card number and Date of Birth. Once done, click "Submit".

5. At this page, you will need to provide a **valid email address** and a **new password** for your TGonline account.

Provide E-mail Address

- **Email**
- **Password**
- **Confirm Password**
- **Password Strength**

Once you have entered all the fields, click "Activate".
6  You will be shown the following page. An activation email will be sent to your email account. Please check your email account to activate your TGonline account.

7  Open the activation email sent by TGonline system. A sample email is shown below:

```
root@tgis.moe.edu.sg to me

Hi Online F1100198W,

This email was sent to your email address registered with us. You must activate your account before you can login.

Please click the following link to directly access the Account Activation page:

http://123.100.252.22/tgis/secure/activateUser.action?userId=F1100198W&activationCode=1m1F96g961nx

- Click quoted.

Reply  » Forward
```

Click on the activation link in the email.
You will be directed to the TGonline portal to log in to your account on TGonline. The following page will be displayed:

Click on the "Student Login" link and you will be automatically logged in. The following page will be displayed:

You have successfully activated your account on TGonline. You may now proceed to submit an online application.
1. You will need the following information to submit an online application:
   a. Sureties’ UIN / FIN (If applicable)
   b. Sureties’ Passport or Foreign ID number
   c. Sureties’ Date of birth
   d. Sureties’ Postal Address (local and overseas)
   e. Sureties’ Email address and contact numbers

   If your sureties are overseas or unable to present themselves during the signing exercise at the institution, you may choose the Notary Public option.

2. Open your web browser and proceed to the following website: https://tgonline.moe.gov.sg. The following page will be displayed:
3 Click on the "Student Login" link. The portal will bring you to the following page. Enter your UIN/FIN number and our password. Please make sure you have already activated your account. If you have not done so, please go to “TGonline Account Activation Guide” for the step-by-step guide on how to activate your account. If you have already activated your account earlier, click "Login". It will bring you to the Student Home page.

4 Once you are at this page, click on "Apply Grant" link.
You will be shown the following page. You will need to verify the details, and make amendments if necessary.

Once you have verified your details, click the "Next" button. At this juncture, you will need to decide if you wish to opt for the Notary Public option. [Note: If you have previously signed a Tuition Grant Agreement for your diploma studies, you cannot opt for the Notary Public option, that is, your sureties must be present in Singapore to sign the Agreement.] By selecting "Yes", you will need to print out a copy of the agreement and send a copy to your sureties overseas for signing in the presence of Notary Public. Both sureties must sign on the same agreement. You may click on the “Notary Public Booklet” link to read more about the Notary Public option.
You are now required to enter the details of your first surety. Once completed, click “Next”. All mandatory fields (*) need to be filled before you can proceed to the next step. Repeat this step for the second surety.
Once you have completed entering all the details for the sureties, you will see a confirmation page.
At this confirmation page, you have to declare that all the information entered is **true and correct**. Check the declaration checkbox and click "Confirm Grant Application".

<table>
<thead>
<tr>
<th>Title</th>
<th>Mrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surety 2 Name</td>
<td>Jane Doe</td>
</tr>
<tr>
<td>Foreign ID</td>
<td>12E123567</td>
</tr>
<tr>
<td>UIN/FIN (e.g. F1234567A)</td>
<td>-</td>
</tr>
<tr>
<td>Birth Date (dd/mm/yyyy)</td>
<td>02/02/1966</td>
</tr>
<tr>
<td>Citizenship</td>
<td>AMERICAN</td>
</tr>
<tr>
<td>Permanent Resident</td>
<td>No</td>
</tr>
<tr>
<td>Race</td>
<td>OTHERS</td>
</tr>
</tbody>
</table>

**Contact Information**

<table>
<thead>
<tr>
<th>Email</th>
<th><a href="mailto:jane.doe@email.com">jane.doe@email.com</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact No (Home)</td>
<td>161234567890</td>
</tr>
<tr>
<td>Contact No (Office)</td>
<td>-</td>
</tr>
</tbody>
</table>

**Addresses**

<table>
<thead>
<tr>
<th>Home Country Address 1</th>
<th>805 E. Strawberry Rd, Hudsonville, MI</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home Country Address 2</td>
<td>-</td>
</tr>
<tr>
<td>Home Country Address 3</td>
<td>-</td>
</tr>
<tr>
<td>Home Postal Code</td>
<td>49426</td>
</tr>
<tr>
<td>Singapore Address 1</td>
<td>-</td>
</tr>
<tr>
<td>Singapore Address 2</td>
<td>-</td>
</tr>
<tr>
<td>Singapore Address 3</td>
<td>-</td>
</tr>
<tr>
<td>Singapore Postal Code</td>
<td>-</td>
</tr>
</tbody>
</table>

I declare that all the information provided in this online form are true and accurate to the best of my knowledge and I have not deliberately omitted any relevant fact. Should I be granted the Government Subsidy based on the above information which later turns out to be false or inaccurate, I understand that the subsidy will be withdrawn from me and I will render myself liable to appropriate action.
You will be shown the following page. At this page, you may print out a copy of the application made by clicking on the printer icon. Click on “Home” to view your latest grant application.

You are able to edit your sureties' details before the online application period closes. To do so, click on "Grant Portfolio". The below page will be shown. To proceed with the edit, you will need to click on the pencil (Edit) icon.

You are logged in as F0007805X | LOG OUT
CONTACT INFORMATION | FEEDBACK | SITEMAP | FAQS

Google Custom Search
You will be shown the following page which will allow you to make edits on the application which you have submitted earlier:

![Edited Grant Application Form](image.png)
Once you have completed amending the details, click on the "Update" button. The following page will be displayed:

You will need to confirm the changes you have made. Check the declaration checkbox and then click on the "Confirm Application Update" button to confirm your changes.
The following page will be displayed to show the new details you have submitted:

You have completed making changes to your application. You may wish to print out the details of the application by clicking on the print icon.