

GENERAL INFORMATION ON GIRO

Types of Deductions

Besides school and miscellaneous fees, the same GIRO arrangement will also be extended to cover your child's/ward's payment of enrichment programmes, school charges and deduction of national examination fees (Primary School Leaving Examination and GCE Examinations), where applicable.

Scheduled Deduction Dates

The schedule for the various types of deductions are as follows. For actual dates, please refer to the calendar in the MOE corporate website (<https://www.moe.gov.sg/calendar>).

School Fees	Enrichment Programmes and School Charges	National Examinations Fees
26th of each month from February to December. If 26th is a weekend or public holiday, deduction will be made on the next working day.	6th of each month from March to December. If 6th is a weekend or public holiday, deduction will be made on the next working day.	You will be informed of the deduction dates and amount payable when your child/ward is taking part in these examinations.

Deduction Code

The deduction code will be shown as "MOE" in the bank book or current account statement for the deduction of the above fees.

Refunds

Any school fees overpaid by your child/ward will be used to offset future fees payable in the same academic year. Any amount in excess will then be refunded to this GIRO account by the end of the following month.

Change of GIRO Account

If there is no change in the account holder, and the existing and new GIRO accounts are from either DBS or OCBC, the account holder may update the GIRO arrangement via the respective banks' internet banking portals.

If there is a change in the account holder, the existing account holder will need to submit a Termination Form to the school to terminate the existing GIRO arrangement. The new account holder can then submit a fresh GIRO application for processing. Refer to the instructions in the MOE corporate website by scanning the QR code below.

Upon the receipt of the GIRO application by MOE HQ, it will take up to two months to process the application as it is subject to the bank's approval and the verification of the written information.

Validity of GIRO Instruction

This GIRO instruction will carry on if your child/ward remains in a Government or Government-aided primary school, secondary school or junior college/centralised institute.

Other Information

For any changes in address or guardianship, please inform your child's/ward's school as soon as possible for follow up.

Scan the QR code below to find out more details on GIRO scheme.

