

TCA College
249 Paya Lebar Road
#03-11 Trinity Paya Lebar
Singapore 409046

Dear Sir/Mdm,

Declaration of Self-sponsorship

This letter is to confirm that I, [\[full name of applicant\]](#), am able to cover all fees and expenses needed while I am studying at TCA College. The program that I am applying for is [\[program name\]](#).

Thank you.

Name & Signature of Applicant

Date

TCA College
249 Paya Lebar Road
#03-11 Trinity Paya Lebar
Singapore 409046

Dear Sir/Mdm,

Letter of Sponsorship

This letter is to inform you that I, [full name of sponsor], will be sponsoring [full name of applicant] (henceforth referred to as “the applicant) the fees incurred by the applicant while the applicant is studying at TCA College. The program that the applicant has applied for is [name of program]. The fees include:

Indicate with a ✓ for sponsored item and “N.A” for irrelevant item or item not sponsored.	Types of Fees
	Admission Fee
	Tuition Fees
	Library and EduTech Fee
	College Events (Cohesion Day, Cultural Night & Community Lunch)
	Administration Fees
	Graduation Fee
	Hospital & Surgical Insurance (For international applicants)
	Student Pass fees (For international applicants)
	Hostel fees (For international applicants; on a need basis)

I understand that the applicant is also responsible for the following expenses while studying at TCA:

1. Textbooks;
2. Compulsory medical screening (for international applicants only); and
3. Living expenses in Singapore.

Please contact me should you need any clarifications.

Thank you.

Name & Signature of Sponsor

Date

Sponsor's Particulars

Relationship to the applicant:	
Email:	
Contact No.:	

Template (use letterhead of organization/church)

TCA College
249 Paya Lebar Road
#03-11 Trinity Paya Lebar
Singapore 409046

Dear Sir/Mdm,

Letter of Sponsorship

This letter is to inform you that our organization/church, [\[name of organization/church\]](#), will be sponsoring [\[full name of applicant\]](#) (henceforth referred to as “the applicant”) the fees incurred while the applicant is studying at TCA College. The program that the applicant has applied for is [\[name of program\]](#). The fees include:

Indicate with a <input type="checkbox"/> for sponsored item and “N.A” for irrelevant item or item not sponsored.	Types of Fees
	Admission Fee
	Tuition Fees
	Library and EduTech Fee
	College Events (Cohesion Day, Cultural Night & Community Lunch)
	Administration Fees
	Graduation Fee
	Hospital & Surgical Insurance (For international applicants)
	Student Pass fees (For international applicants)
	Hostel fees (For international applicants; on need basis)

We understand that the applicant is also responsible for the following expenses while studying at TCA College:

1. Textbooks;
2. Compulsory medical screening (for international applicants only); and
3. Living expenses in Singapore.

Please contact our personnel, [\[full name and designation\]](#) at [\[contact number or email\]](#) should you need any clarifications.

Thank you.

Name and Signature of Personnel-in-charge
(Include Official Stamp of Sponsor)

Date