

# SkillsFuture Claims Guide

## Overview

All Singaporeans aged 25 and above receive a S\$500 opening credit, as part of the SkillsFuture initiative and can be accumulated over time with additional SkillsFuture Credits (e.g. aged 40 and above). These can be combined and the credit is available for use towards our MBA/EMBA programs.

## SkillsFuture Credit Top-ups:

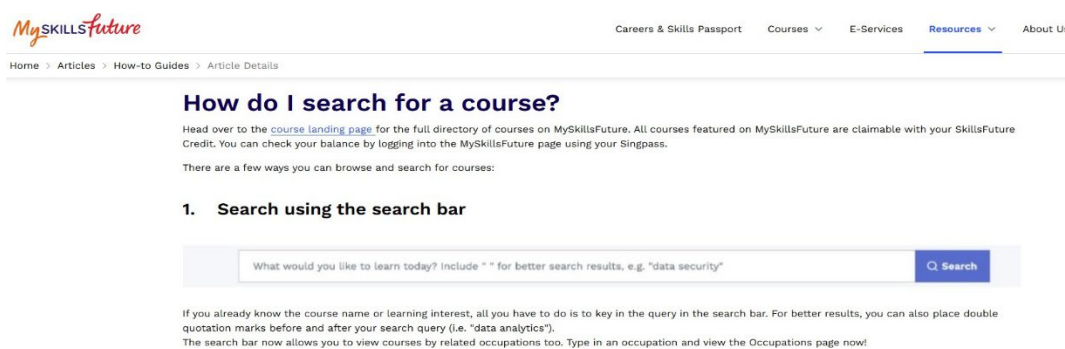
- First top-up: S\$500 (for Singaporeans aged 25 and above) – No expiry date.
- Second top-up: S\$500 (for Singaporeans who received their first top-up by 31 December 2020) – Expires 31 December 2025.
- Third top-up: S\$4000 (for those aged 40-60 years old) – No expiry date.

## SkillsFuture Credit At A Glance

Type of Support	Eligibility	SkillsFuture Credit Amount	Expiry
(Base Tier) Opening SkillsFuture Credit	Singapore Citizens aged 25 and above	\$500	Does not expire
(Base Tier) One-off SkillsFuture Credit Top-Up In 2020	Singapore Citizens aged 25 and above as of 2020	\$500	Expires 31 Dec 2025
(Mid-Career Tier) SkillsFuture Credit (Mid-Career) Top-Up	Singapore Citizens aged 40 and above	\$4,000	Does not expire Outstanding balance from Additional SkillsFuture Credit (Mid-Career Support) top-up in 2020 is now merged with SkillsFuture Credit (Mid-Career)

## Steps to Claim SkillsFuture Credit

1. **Indicate SkillsFuture Claim Amount on Preliminary Bill:** Students who wish to use their SkillsFuture Credit (SFC) must indicate the claim amount on their Preliminary Bill.
2. **Submit Claim via SFC Portal:** Students must submit the claim through the SFC portal.
3. **Log in to MySkillsFuture:** Visit the SkillsFuture website and log in with SingPass.
4. **Search for the MBA Program:** Use the appropriate **TGS Code** (see listed below) to find the relevant course. Search for the course [HERE](#)



The screenshot shows the MySkillsFuture website interface. At the top, there is a navigation menu with links for 'Careers & Skills Passport', 'Courses', 'E-Services', 'Resources', and 'About Us'. Below the navigation, there is a breadcrumb trail: 'Home > Articles > How-to Guides > Article Details'. The main heading is 'How do I search for a course?'. Below this, there is a paragraph of text: 'Head over to the [course landing page](#) for the full directory of courses on MySkillsFuture. All courses featured on MySkillsFuture are claimable with your SkillsFuture Credit. You can check your balance by logging into the MySkillsFuture page using your Singpass.' This is followed by another paragraph: 'There are a few ways you can browse and search for courses:'. The first sub-heading is '1. Search using the search bar'. Below this is a search bar with the placeholder text 'What would you like to learn today? Include " " for better search results, e.g. "data security"'. To the right of the search bar is a blue 'Search' button. Below the search bar, there is a small paragraph of text: 'If you already know the course name or learning interest, all you have to do is to key in the query in the search bar. For better results, you can also place double quotation marks before and after your search query (i.e. "data analytics"). The search bar now allows you to view courses by related occupations too. Type in an occupation and view the Occupations page now!'

5. **Submit Claim:** Follow the instructions on the portal to claim the credit for your course.

## Important Notes

- **SkillsFuture Credit Usage Restrictions:** SkillsFuture Credit cannot be used to pay for late fees, miscellaneous student fees, or administrative charges. It is strictly for tuition fee offset only.
- **Accurate Course Selection:** Always select the correct course and use the appropriate TGS Code when submitting your claim on the SkillsFuture (SSG) portal. Choosing the wrong course or TGS Code is a common reason for claim rejections.
- **Correct Claim Amount:** Enter the exact amount you wish to claim from your SkillsFuture Credit. Double-check the figure before submitting to avoid delays or errors.
- **Accurate Course Start Date:** Ensure that you provide the correct course start date, as stated on your student bill. Incorrect dates frequently lead to claim rejections.
- **Offset SkillsFuture Credit Before Payment:** Pay only the outstanding balance after deducting the amount you intend to claim from SkillsFuture Credit. Do not make full upfront payment before your claim is approved, as this may result in your claim being rejected (SSG verifies payments with OFN).
- **Payment Processing and Fund Allocation:** Once your claim is approved, SSG will process the payment and NUS (OFN) will receive and allocate the funds directly to your EduRec account.

## List of MBA/EMBA Programmes and TGS Codes

Course Title	TGS-Code	URL
Master of Business Administration (MBA)	TGS-2015502860	<a href="https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502860">https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502860</a>
The NUS Executive MBA (English)	TGS-2015502864	<a href="https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502864">https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502864</a>
UCLA-NUS Executive MBA	TGS-2015502865	<a href="https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502865">https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502865</a>
The NUS Executive MBA (Chinese)	TGS-2015502863	<a href="https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502863">https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502863</a>
NUS-PKU Master of Business Administration	TGS-2015502866	<a href="https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502866">https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502866</a>
NUS-HEC Master of Business Administration	TGS-2015502868	<a href="https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502868">https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502868</a>
NUS Master of Business Administration- Yale Master of Advanced Management	TGS-2015502870	<a href="https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502870">https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502870</a>
Master of Business Administration (MBA) & Master of Public Policy (MPP)	TGS-2015502861	<a href="https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502861">https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502861</a>
Master of Business Administration (MBA) & Master of Public Administration (MPA)	TGS-2015502862	<a href="https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502862">https://www.myskillsfuture.gov.sg/content/portal/en/training-exchange/course-directory/course-detail.html?courseReferenceNumber=TGS-2015502862</a>