



Immigration & Checkpoints Authority
ICA Building (Next to Lavender MRT Station), 10 Kallang Road
Citizenship Unit, #06-00, Singapore 208718 (Website: <http://www.ica.gov.sg>)

<p style="text-align: center;">Explanatory Notes Application for Singapore Citizenship (for Minors) Article 121(3), 122(1), 124(1) and 124(2) of the Constitution of Republic of Singapore</p>

Eligibility

This set of notes relates to citizenship application for an overseas-born child, whose at least one parent is a Singapore Citizen. The child's parents must be lawfully married.

Notes for Completing the Application Form

- 1) Please fill in an application form (**Form SCRM**) for each child applying for Singapore citizenship.
- 2) Please indicate with a tick (✓) against the application type on the application form.
- 3) The application form may need approximately 20 minutes to complete.
- 4) All information declared in the application form must be complete, accurate and verifiable. False particulars or concealment of material facts will render you liable to prosecution in court.
- 5) The declaration portion on the application form must be appropriately deleted and signed by the applicant.
- 6) All the required documents must be submitted together with the completed application form. Incomplete documents may result in non-acceptance of the application.

Notes for Submission of Application

- 7) Applications can be submitted online or in-person.
 - a) Online: Go to Electronic Singapore Citizenship (e-SC) Application system at <https://esc.ica.gov.sg/esc/index.do>. If the applicant is not in Singapore, he/she can appoint a local representative to follow-up with the application after online submission; or
 - b) In-person: **You must make an appointment** to submit the completed application form and supporting documents at Citizenship Unit, Level 6, ICA Building. Go to our e-Appointment system at <https://eappointment.ica.gov.sg/ibook/index.dot> to select your preferred date and time; or
 - c) Applicants who are applying from overseas can submit the completed application form and supporting documents to the nearest Singapore Overseas Mission.
- 8) Application forms sent by post or without an appointment **will not** be accepted.

Photograph Requirement

- 9) One (1) recent passport-sized coloured photograph of the child should be affixed on the completed application form. The photograph must be:
 - 35 mm wide by 45 mm high without border and taken within the last three months;
 - taken full face without headgear, unless the applicant habitually wears a headgear in accordance with religious or racial customs. The headgear must not hide the applicant's facial features; and
 - the facial image must be between 25 mm and 35 mm from chin to crown; and taken against plain white background with a matt or semi-matt finish.

Documents to be produced

- 10) The originals and a photocopy of each of the items listed below are required. Original documents will be returned immediately after sighting. For overseas application, certified true copies of documents are required.
- 11) Documents not printed in the English language must be officially translated into English. Translations done by the Embassy of the document-issuing country, or a local Notary Public are acceptable. A privately translated copy attested by the Embassy of the document-issuing country or notarised by a local Notary Public is also acceptable.
- a. Birth Certificate of child
 - b. Passport or other travel document of child
 - c. Identity Card (if applicable)
 - d. Documentary proof of parents' residential status in the child's country of birth
 - e. Deed poll or religious certificate if there had been a change of name
 - f. Adoption order (if applicable)
 - g. Identity Card(s), Birth Certificate(s) of parents
 - h. Marriage Certificate of parents
 - i. Passport bio-data page of parents
 - j. Death certificate or divorce certificate (Certificate of Making Interim Judgement Final/Certificate of Making Decree Nisi Absolute) and custody documents of the child/children in respect of the applicant's/spouse's previous marriage (if any)
 - k. Letter of consent from ex-spouse if child/children is under joint-custody

Additional Documents required if child is above one year old or not eligible for Singapore citizenship by *Descent

- a. Latest letter of employment from current employer dated no more than 3 months from the date of citizenship application, stating the occupation, date of employment and gross salary per month
- b. Latest 6 months payslips
- c. Signed Authorisation Form [Appendix (SC)] giving consent for ICA to obtain financial information with the Inland Revenue Authority of Singapore and the Central Provident Fund Board in respect of this citizenship application.
- d. For self-employed applicants, business registration certificate from Accounting & Corporate Regulatory Authority (ACRA), latest balance sheet, profit and loss account
- e. Birth Certificate(s); Singapore Citizenship Certificate(s); passport(s) of other child/children

***Descent**

A minor can be considered for Singapore Citizenship by Descent, if:

- a) the father is a Singapore Citizen by Birth and is in a legal marriage with the mother; or
- b) the father is a Singapore Citizen by Registration and is in a legal marriage with the mother, and the child has not acquired the citizenship of the country of birth by reason of being born in that country; or
- c) the mother is a Singapore Citizen by Birth and the child was born on or after 15 May 2004; or
- d) the mother is a Singapore Citizen by Registration and the child was born on or after 15 May 2004; and the child has not acquire citizenship of the country of birth by reason of being born in that country; or
- e) either of the child's parents who are Singapore citizen by Descent has to complete an additional Annex to the application declaring their residence period in Singapore. The application can only be accepted if the parent fulfils the requirements stipulated in (a) or (b) of the attached Annex.

- 12) **Additional documents may be required upon processing the application.**

Note for Male Child: National Service (NS) Liability

- 13) A male child who is granted Singapore Citizenship are required to register for National Service (NS) upon reaching 16½ years old. You may contact the Central Manpower Base for NS-related enquiries (Tel: 1800-3676767 (local), 65-65676767 (overseas) or email: contact@ns.sg).

Change in residential address

- 14) You should inform ICA promptly if you have changed your residential address before the outcome of the application is known, otherwise you will not receive important letters relating to the citizenship application.

Fees

- 15) A non-refundable processing fee of S\$100 is payable. Please make payment by



or

If application is approved, an additional fee of S\$70 is payable for the issuance of Singapore Citizenship Certificate.

For overseas application where payment has not been made through the Singapore overseas missions, please remit the total fee of S\$170/- in cheque, cashier's order or bankdraft make payable to Commissioner, ICA.

Enquiries on Citizenship Application

- 16) Applicants may enquire the status of their citizenship application online via iEnquiry. Visit <https://ienquiry.ica.gov.sg>

Privacy Statement

- 17) ICA collects personal information to administer immigration and registration functions in Singapore. We may share necessary data with other Government agencies (or non-Government entities authorised to carry out specific Government services) so as to process any applications you made or to render you a service, to serve you in the most efficient and effective way, unless such sharing is prohibited by law.

Warning

If you knowingly and wilfully falsify or conceal a material fact or submit a false document in relation to any application, action will be taken against you and you will be denied all immigration facilities. In addition, you will face severe penalties provided by the law.

Appendix (SC)

AUTHORISATION TO OBTAIN AND VERIFY FINANCIAL INFORMATION PROVIDED FOR APPLICATION OF SINGAPORE CITIZENSHIP

Please complete this form to give your consent for the Immigration & Checkpoints Authority to obtain and verify financial information, including any information relating to the income or items of income, provided in respect of this application for the grant of Singapore Citizenship with the Inland Revenue Authority of Singapore/ Central Provident Fund Board.

We consent and authorise the Immigration & Checkpoints Authority to obtain information and verify the financial information provided by me in respect of this application from or with the Inland Revenue Authority of Singapore/Central Provident Fund Board, and for them to disclose the information for the purpose of assessment of this application for the grant of Singapore Citizenship.

Name: _____

NRIC No: _____

Signature or Right
Thumb Impression of
Applicant

Date

Name: _____

NRIC No: _____

Signature or Right
Thumb Impression of
Spouse

Date

APPLICATION FOR SINGAPORE CITIZENSHIP BY DESCENT

Article 122 (1)

*(Applicable to parent who is a Singapore Citizen by Descent)***Residency Period of Applicant (parent who is a Singapore Citizen by Descent)**

(Please tick in the appropriate box)

- (a) Have you accumulated at least 1 year of residence in Singapore out of the 5 years before the birth of your child ?

Applicant (*Father/Mother):

Yes ☐No ☐*If the answer is No for (a), please proceed to (b)*

- (b) Have you accumulated a total of 4 years residency period in Singapore before the birth of your child ?

Applicant (*Father/Mother):

Yes ☐No ☐*If the answer is Yes, please list down the periods of your studies, NS, employment etc in Singapore on a separate sheet.*

.....
 Name and Signature of Applicant (*Father/Mother)

Declared before me at

.....

theday of, 20.....

.....
 Seal of Justice of the Peace, Notary public or other officer empowered by law to administer
 oaths, affirmations or affidavits

* Please delete where not applicable