

# Attending a Tertiary Education Programme Recognised by the Competent Authorities of the Place Concerned

## Statement of Request

For FSS Use Only

RP-09

Applicable to Distributions under the Non-Mandatory Central Provident Fund and Wealth Partaking Scheme

To the Social Security Fund:

I hereby request the distribution of funds for the year 20\_\_\_\_. For the above reason, I was present in the Macao SAR for fewer than 183 days in the calendar year immediately preceding the distribution of funds. Accordingly, I declare as follows:

\* Each Statement of Request applies to only one distribution year. If more than one year is involved, a separate Statement of Request must be completed, and supporting documents for the calendar year immediately preceding the distribution of funds must be submitted.

<b>I</b>	<b>Personal Information:</b>		
Full Name		Macao SAR Resident ID Card Number	
<b>II</b>	<b>Study Status: (Please see overleaf for the requirements and sample of the supporting document)</b>		
Period of School Attendance	From ____ (day) ____ (month) to ____ (day) ____ (month) of the preceding calendar year	Place of Study	_____ (Country/Region)
Please indicate with a "✓" in the appropriate box <input type="checkbox"/> :			
Level of Tertiary Education Programme	<input type="checkbox"/> Associate Degree <input type="checkbox"/> Doctorate <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Other _____	<input type="checkbox"/> Master's Degree <input type="checkbox"/> Mode of Instruction	<input type="checkbox"/> Face-to-face <input type="checkbox"/> Non-face-to-face (e.g., online classes, correspondence courses)
Suspension of Studies	<input type="checkbox"/> No suspension of studies during the whole of the preceding calendar year <input type="checkbox"/> Suspension of studies during the preceding calendar year; period of suspension: from ____ (day) ____ (month) to ____ (day) ____ (month)		

- I acknowledge and agree that the Social Security Fund may verify or obtain, from public departments or institutions in Macao or other countries or regions, the information or documents necessary to assess my above request.
- I clearly understand that if I provide false declarations or incorrect or inaccurate information, I may incur criminal liability and be required to repay any payments received.

Applicant

Signature (must match the Macao SAR Resident ID Card)

(If unable to sign, please affix your right thumbprint)

\_\_\_\_\_ day \_\_\_\_ month \_\_\_\_ year

### List of Required Documents

1. Copy of the applicant's Macao SAR Resident ID Card.
2. Academic transcript or proof of school attendance: documents issued by the institution or printed online in the year of distribution, covering the period from January to December of the calendar year immediately preceding the distribution of funds (supporting document requirements are detailed in the sample on the back). Student cards or tuition receipts are not accepted. (If the programme was completed in the calendar year immediately preceding the distribution of funds, a copy of the relevant graduation certificate must be submitted.)

**Note: For verification and investigation purposes, other relevant supporting documents as required by the Social Security Fund must also be submitted.**

## Requirements for Proof of School Attendance

Proof of school attendance covering the period from January to December of the calendar year immediately preceding the distribution of funds, issued by the institution or printed online in year of distribution, must include the institution's name, the applicant's full name as shown on the Macao SAR Resident ID Card, the student ID number, the period of attendance, and the subject or faculty name (which must be a tertiary education programme recognised by the competent authorities of the place concerned).

Sample  
Proof of School  
Attendance

Proof of School Attendance issued by an institution must include the following information:

(Letterhead of Institution)

Name of Institution

Address and Phone Number

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Proof of School Attendance

This is to certify the attendance status of the following person:

Name of Student: Chan Tai Man

Macao SAR Resident Identity Card No.: 1234567(8)

Student Card No.: 90192


Programme of Study: Marketing

Academic Level: Bachelor's Degree

Programme Duration: 4 years

Current Year Level: 2<sup>nd</sup> year

Period of Attendance: 1 September 2024 to 30 May 2026

Seal of Institution: 

Title of Person-in-Charge: Coordinator of the Office of the Registrar

Name of Person-in-Charge: Lei Sei

Signature of Person-in-Charge: *Lei Si*

Date of Signature: 1 July 2026

**This information must match the details on the applicant's Macao SAR Resident ID Card. If there is any discrepancy, additional supporting documents must be provided to confirm that both refer to the same person.**

**If a request is made for the 2026 distribution, the school attendance period for 2025 must be included.**

**The proof of school attendance must be issued after the attendance period.**