



WITHDRAWAL APPLICATION FOR EDUCATION ASSISTANCE

PLEASE READ THIS NOTES:

- Before you fill this form, please read the **Explanatory Notes on Page 2.**
- If you make any false statement you commit an offence and not only will your application be denied, you may also be prosecuted.

SECTION A: PARTICULARS OF APPLICANT

Name: FNPf No.
 Date of Birth Phone Number:
 E-mail Address:
 Postal Address:

SECTION B: EMPLOYMENT DETAILS

Name & Address of Present Employer:
 Name & Address of Previous Employer:

DETAILS OF STUDENT						
Name of Student	Student ID No.	Name of Institute	Term/Semester Fee			Amount Requested
			I	II	III	

PAYMENT AUTHORITY

(This authority may be exercised if my application is approved)

I, hereby apply and authorize for payment to the above named institute/s and that it will be deemed a proper discharge by FNPf of funds held in my account.

SECTION C: INDEMNITY/DECLARATION

I hereby indemnify the FNPf Board from any liability whatsoever, including any loss benefits that may arise as a consequence of approving my Application.

I declare that I have read, understood and answered all the questions. The particulars provided by me are complete and correct to the best of my knowledge.

Member's Left Thumbprint

Signature of member (As in FNPf Records)

Date

Signature of Witness (To Member's Signature & Thumbprint)

Print Name & Address of Witness

PLEASE READ THESE NOTES:

It is an offence, if any person, for any purpose connected with the FNPF Act:-

- i) knowingly makes a false statement or
- ii) produces or furnished or causes or knowingly allows to be produced or finished any document which he knows to be false in a material particular.

GUIDELINES FOR EDUCATION ASSISTANCE (LOCAL SCHOOLS)

This Assistance is available for **tuition fees only**.

Education Assistance guidelines are as follows:-

1. Assistance is available for the **member, member's spouse, member's children, member's brother/sister.**
2. The member must have funds available under **education eligibility only.**
3. The maximum assistance for tuition fees is \$2,000 per semester.
4. Accommodation and meals at hostels approved/recognised under the FNPF education assistance scheme. The maximum assistance will be bench marked with USP small room charges.
5. The fund does not assist short courses running less than a total of 90 hours.
6. FNPF will make payment directly to the institute/school

DOCUMENTS TO SUBMIT WITH THIS APPLICATION

The member must apply on the prescribed application form (PW02) for Education Assistance and the completed form and documents of evidence must be original. An application form can only be accepted for processing if ALL of the following information and documents are attached:-

TUITION FEES

1. Invoice from institute confirming tuition fees to be paid
2. For Special Needs students, a confirming letter from the principal of the school is required.
3. Documents confirming relationship of the student to the member
4. Statutory Declaration from student's parent if applying for brother/sister.

ACCOMMODATION

1. Evidence from the institute of student enrollment.
2. Invoice for accommodation from approved institute or hostel.
3. Documents confirming relationship of the student to the member.

FNPF reserves the right to request further information if required.

PROCESSING FEES

A Processing Fee of \$20.00 is applicable for all Partial Withdrawals. **Do not send any cash with your application via mail**

WHERE TO LODGE THIS APPLICATION

Your completed application may be lodged at or posted to the FNPF office in Suva, Lautoka and Labasa and agencies in Nadi, Valelevu & Savusavu and Ba.

OFFICE USE ONLY

Name in FNPF 3/7..... f/n.....

Date of Birth in FNPF 3/7 Last Cont Paid (Month/Year)

Current Balance \$..... Partial Eligibility \$..... Amount Recommended \$.....

Signature & Thumbprint Tally: YES / NO Check By..... Date.....

Checked & Recommended by: Signature..... Date.....

Withdrawal Authorised - General Manager	
Rejected/Amount Approved	Rejected / Approved By:
\$	Date
Comments	

All Correspondence to be addressed to the General Manager & Chief Executive

Head Office Provident Plaza 2 Private Mail Bag, Suva Telephone: (679) 330 7811 Facsimile: (679) 330 7611	Lautoka Drasa Avenue Private Mail Bag,Lautoka Telephone: (679) 666 1888 Facsimile: (679) 666 5232	Labasa Rosawa Street Private Mail Bag,Labasa Telephone: (679) 881 2111 Facsimile: (679) 881 2741	Valelevu Agency Valelevu Complex Building Saqa Place, Valelevu Telephone: (679) 3343 671 Facsimile: (679) 3343 670	Nadi Agency Shop 2 Lalidhar Arcade Namaka Lane, Nadi Telephone: (679) 672 8981 Facsimile: (679) 672 8982	Savusavu Agency Budget Lodge Building Ltd Main Street, Savusavu Telephone: (679) 885 3396 Facsimile: (679) 885 3397	Ba Agency Ganga Singh Street, Ba Telephone: (679) 667 0003
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Email: information@fnpf.com.fj Website:www.myfnpf.com.fj