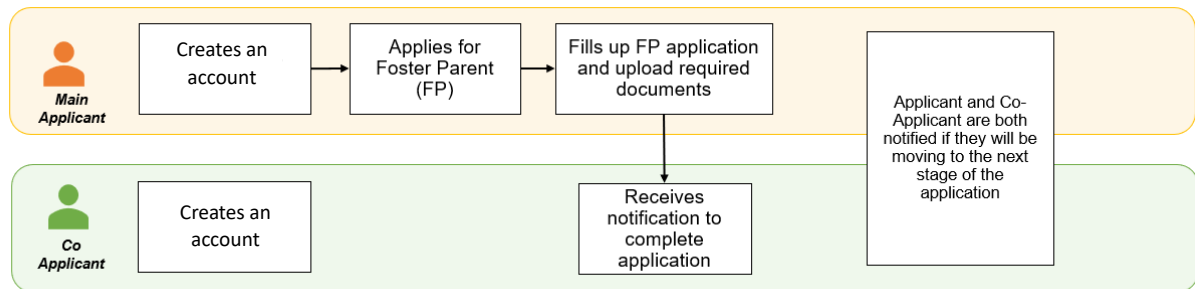


User Guide for Foster parent applicants on SG Cares

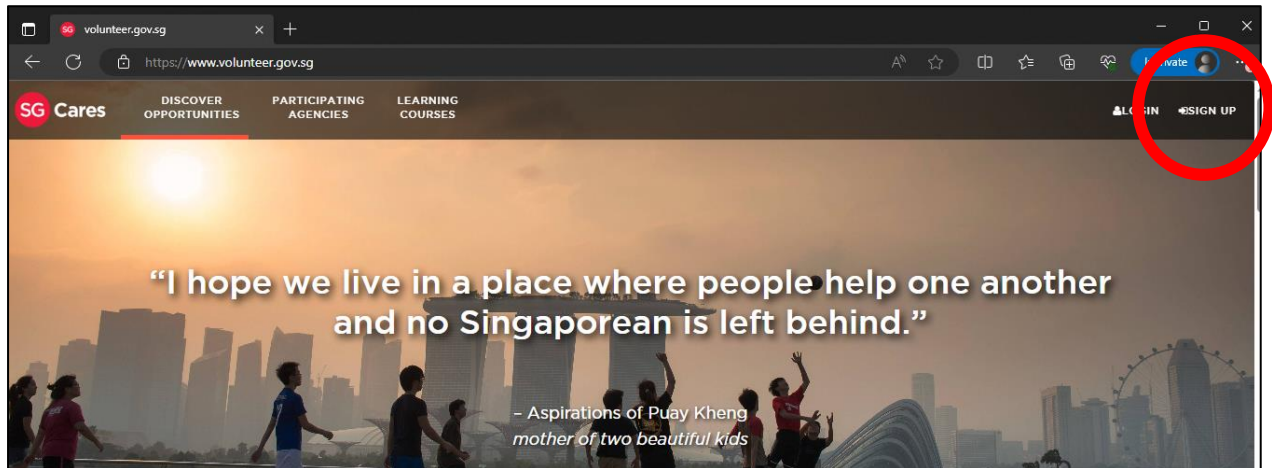
The foster parent application requires **both** main applicant and co-applicant to create separate SG Cares accounts. For a smoother process, we **recommend that the co-applicant creates a SG Cares account before the main applicant** starts the fostering application process. Here is a quick overview of how the online application works:



Part A: Both Main applicant and Co-applicant create an SG Cares account

Each applicant can create an account by following these steps:

Step 1: Go to [Volunteer.gov.sg](https://volunteer.gov.sg). Click **Sign Up**.



Step 2: You will now be directed to the Sign Up page. Click **Login With Singpass**.




In support of
SG Cares

Full Name _____

Email/NRIC/Mobile _____

Password _____

Confirm Password _____

I'm not a robot  reCAPTCHA
Privacy - Terms

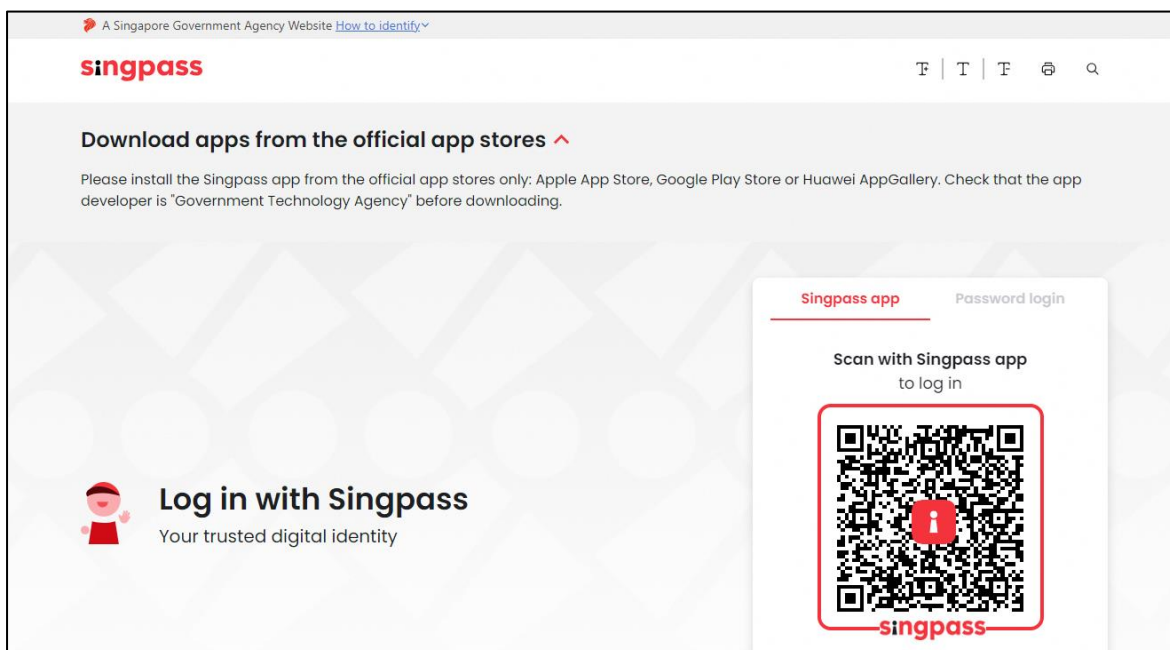
I agree with the [Terms of Use](#) and [Privacy Statement](#)

Register

OR REGISTER WITH

Login with Singpass

Step 3: You will be brought to the **Singpass** page for log in. Follow the instructions as given.



A Singapore Government Agency Website [How to identify](#)

singpass


Download apps from the official app stores ^

Please install the Singpass app from the official app stores only: Apple App Store, Google Play Store or Huawei AppGallery. Check that the app developer is "Government Technology Agency" before downloading.

Log in with Singpass
Your trusted digital identity

Singpass app Password login

Scan with Singpass app to log in

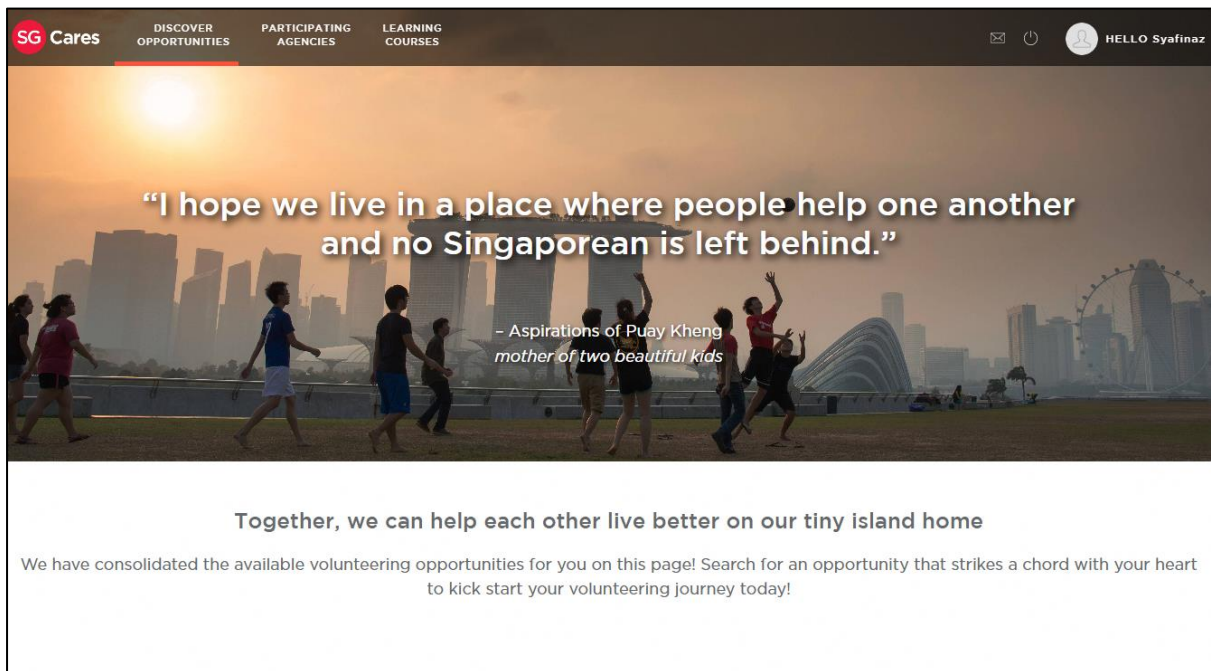


singpass

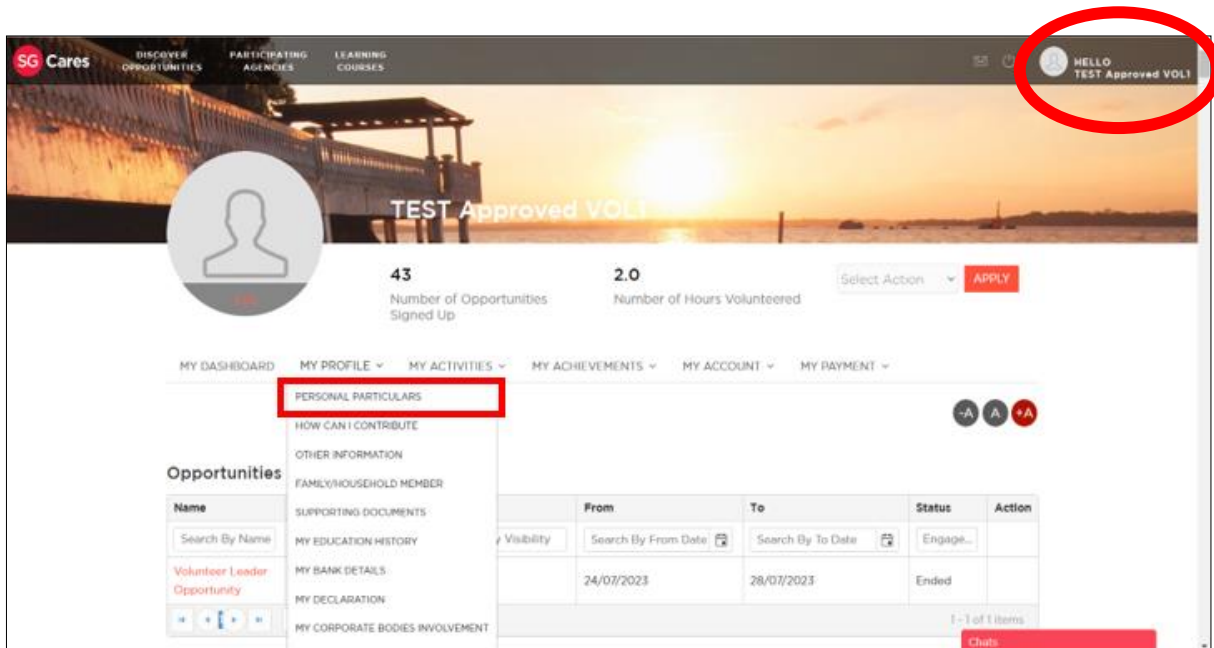
MSF Volunteers should only register/login via Singpass.

If you are not able to access your Singpass, you may reach out to Singpass for further assistance at <https://www.singpass.gov.sg/home/ui/contact-us>. Please also inform us of your difficulty through WhatsApp at 9645 8231 or email us at fostering@msf.gov.sg

Step 4: Once successful, you will be brought to the Homepage and already logged in.



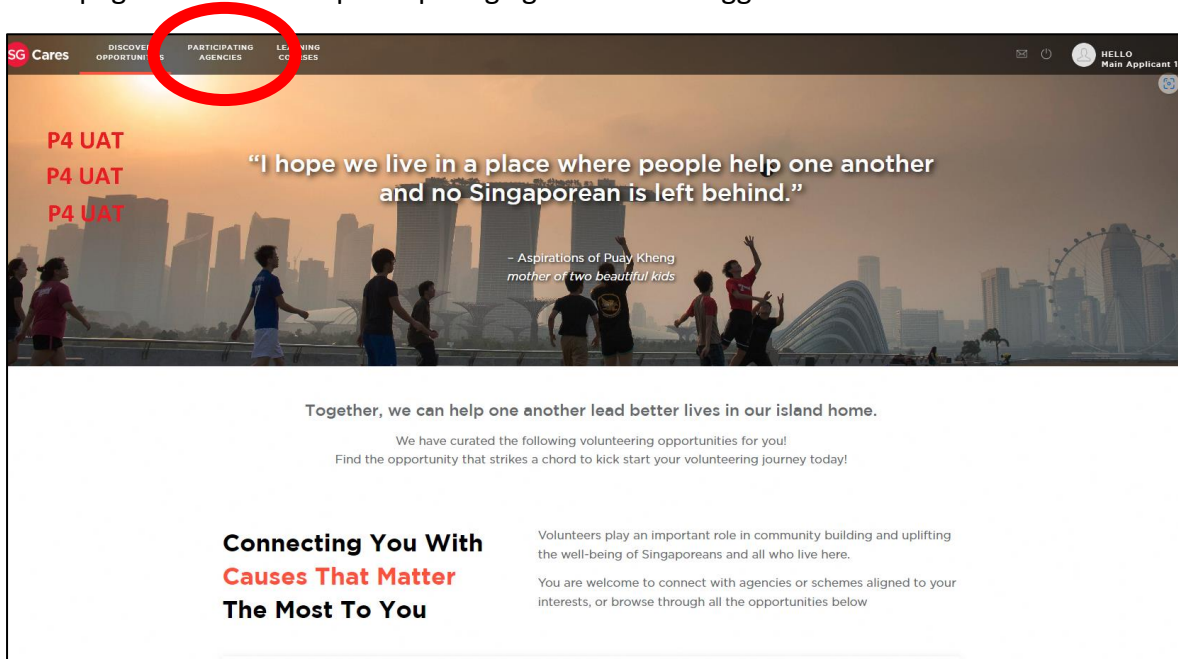
Step 5: Navigate to **My Profile > Personal Particulars** (this can be found at "HELLO <Name>" button the top right corner) and fill up all the required fields. Please make sure your NRIC, Mobile number and Email is included.



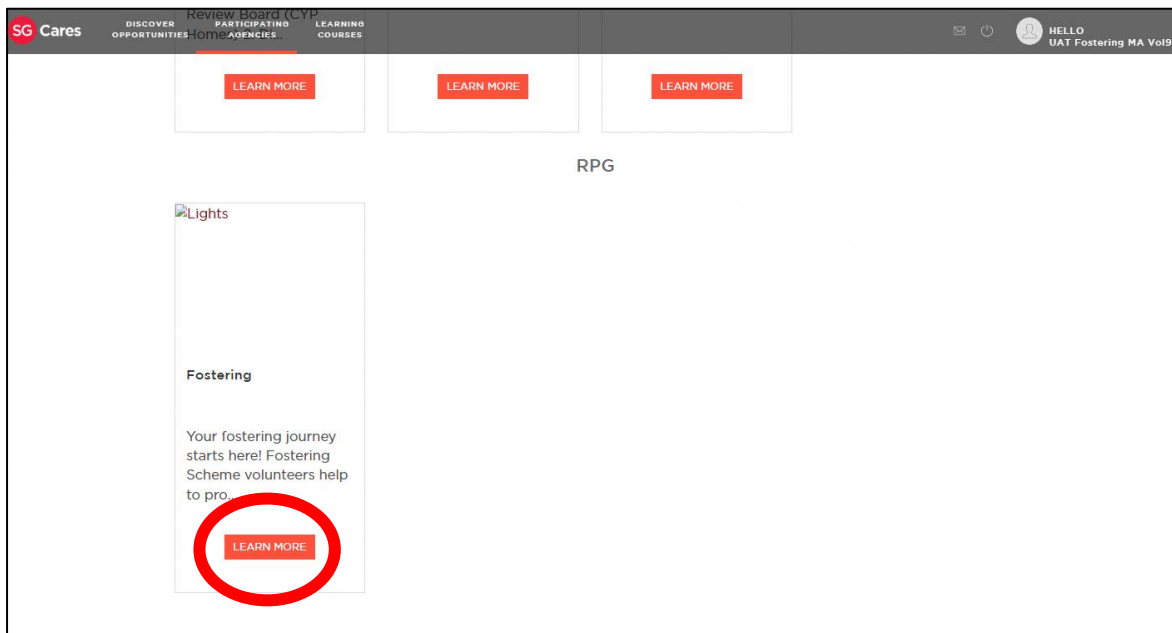
Part B: Main Applicant to apply for the fostering scheme

Step 1: Decide who will be the Main Applicant, and who will be the Co-applicant.

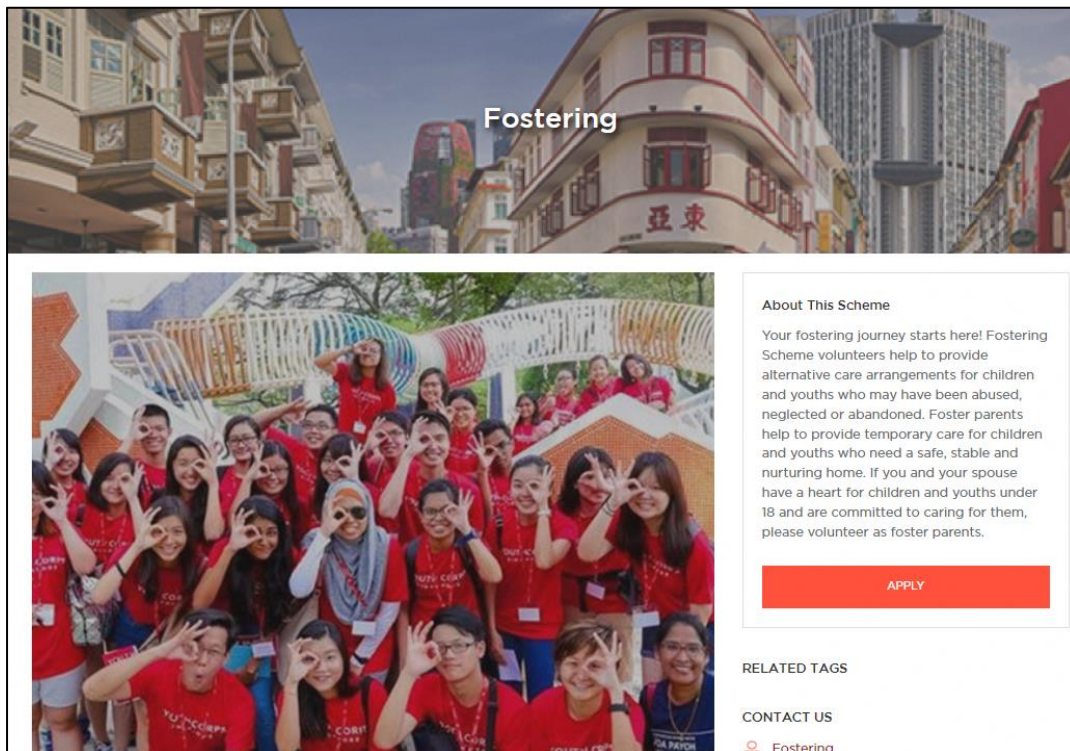
Step 2: Main Applicant to click on the **Participating Agencies** button at the top pane of the homepage to discover all participating agencies once logged in.



Step 3: Scroll down the page until you find Fostering. Click **Learn More**.



Step 4: You will be redirected to the Fostering Scheme page where you can view the details of the scheme. Click **Apply**.



Fostering


About This Scheme

Your fostering journey starts here! Fostering Scheme volunteers help to provide alternative care arrangements for children and youths who may have been abused, neglected or abandoned. Foster parents help to provide temporary care for children and youths who need a safe, stable and nurturing home. If you and your spouse have a heart for children and youths under 18 and are committed to caring for them, please volunteer as foster parents.

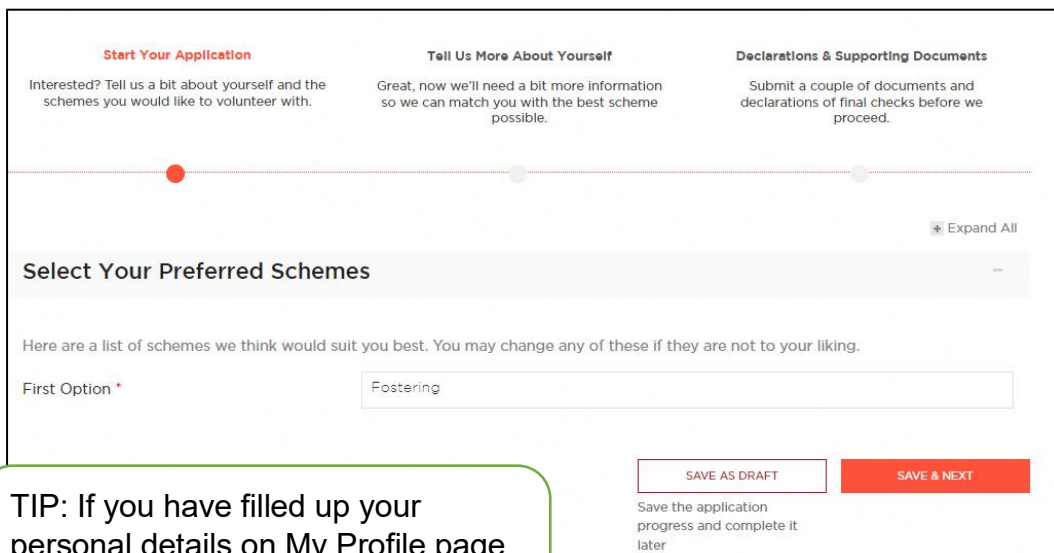
APPLY

RELATED TAGS

CONTACT US

 Fostering

Step 5: You are directed to the Application page. Note: By Default, the scheme chosen will be Fostering.



Start Your Application
Interested? Tell us a bit about yourself and the schemes you would like to volunteer with.

Tell Us More About Yourself
Great, now we'll need a bit more information so we can match you with the best scheme possible.

Declarations & Supporting Documents
Submit a couple of documents and declarations of final checks before we proceed.

Select Your Preferred Schemes

Here are a list of schemes we think would suit you best. You may change any of these if they are not to your liking.

First Option *

SAVE AS DRAFT **SAVE & NEXT**

Save the application progress and complete it later

TIP: If you have filled up your personal details on My Profile page, the details will be reflected in your application.

Step 6: Fill in your personal details.

All fields marked with asterisk (*) are mandatory.

Qualification *	--Please select--
Full Name *	Co-Applicant B
NRIC/FIN *	S9497523
Sex *	Male
Race *	Chinese
Residential Status *	Singapore Citizen
Nationality *	Singaporean
Date of Birth *	01/06/1998
Age *	28
Religion *	Hinduism
Country of Birth *	Singapore
Marital Status *	Married
Dialect	--Please select--
Primary Language *	--Please select--
Primary Language Proficiency (Spoken) *	--Please select--
Primary Language Proficiency (Written) *	--Please select--
Secondary Language	--Please select--
Secondary Language Proficiency (Spoken)	--Please select--
Email *	uat_fostering_ma_vol9@mailinator.com
Mobile Number *	3945278
Emergency Contact Name *	Main Applicant B
Emergency Contact Number *	91958473
NOK Name *	Enter Name of Kin Name
NOK Contact no *	Enter Name of Kin Contact No
NOK Relationship *	--Please select--
Working in Public Sector *	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Registered Address *	229 74 <input type="button" value="Search"/> B12 Floor No. Unit No. THOMSON ROAD MINISTRY OF SOCIAL AND FAMILY DEVELOPMENT (MSF)
Mailing Address *	229 74 <input type="button" value="Search"/> B12 Floor No. Unit No. THOMSON ROAD MINISTRY OF SOCIAL AND FAMILY DEVELOPMENT (MSF)
Employment Sector *	--Please select--
Employment Status *	--Please select--

Step 7: To fill in your registered address, input the postal code number in the **Postal Code** field.

Step 8: Then click on **Search** button.

- The system will automatically fill in the address street name according to the postal code.

Postal Code

Block Floor No. Unit No.

Street Name

Building Name

Please Select

Step 9: Fill in your Co-Applicant Details.

Co-Applicant Details

NRIC/FIN *	S4982473D
Email *	uat_fostering_ma_vol9@mailinator.com
Confirm Email *	uat_fostering_ma_vol9@mailinator.com
Mobile Number *	37482918

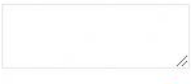

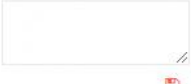


Please ensure that your **Co-applicant has created an account** before you fill-up the Foster Parent application. Please make sure the Co-applicant's NRIC/FIN, Email, and Mobile Number have been updated in their account.

Step 10: Click **Add** on each section respectively to include the required details. Fill in scheme specific questions and click **Save & Next**.

Step 11: Complete Document Checklist by submitting the mandatory documents for both you and your co-applicant. Note: File size limit is 5MB.

Document Checklist

Use this section to explain the nature of this particular section.

Document	Type	Description	Status	Action
Work Permit/Employment Pass Work Permit/Employment Pass (for applicants who are non-Singaporean or PR)	Optional		No files have been uploaded.	Select files... (file size limit: 5MB) Click here to Upload
Income/Bank Saving Statements Uploading Bank Saving Statement is mandatory for retirees without income statements	Optional		No files have been uploaded.	Select files... (file size limit: 5MB) Click here to Upload
Marriage Certificate Marriage Certificate (Main and Co-Applicant)	Mandatory		Uploaded  For_FA.pdf 	Select files... (file size limit: 5MB) Click here to Upload

Step 12: Agree to Terms and Conditions and submit application.

Declarations/Additional Information

Terms & Conditions

The following T&Cs have to be agreed upon by the applicant in order to submit an application.

By submitting this application and by participating as a volunteer, I, the undersigned (and parents of underage volunteers and all accompanying applicants in this form), affirm that I/we have read, understand and agree with the following: 1. I accept full responsibility for the accuracy and completeness of the information and accompanying documents contained herein and understand that any false or misleading information in, or in connection with my/our application, may be cause for rejection / conclusion of voluntary service. A:


I agree to the above Terms & Conditions

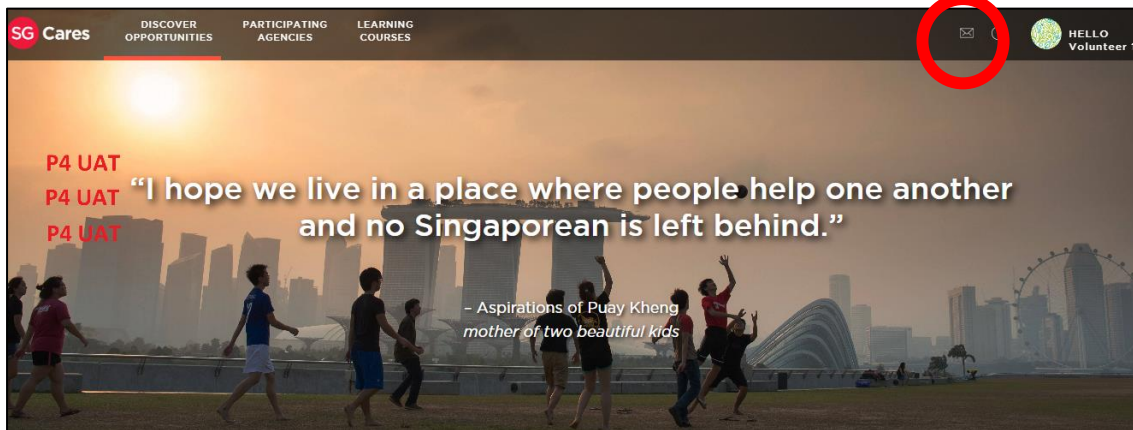
[SAVE & BACK](#) [SAVE AS DRAFT](#) [SUBMIT APPLICATION](#)

Save the application progress and complete it later

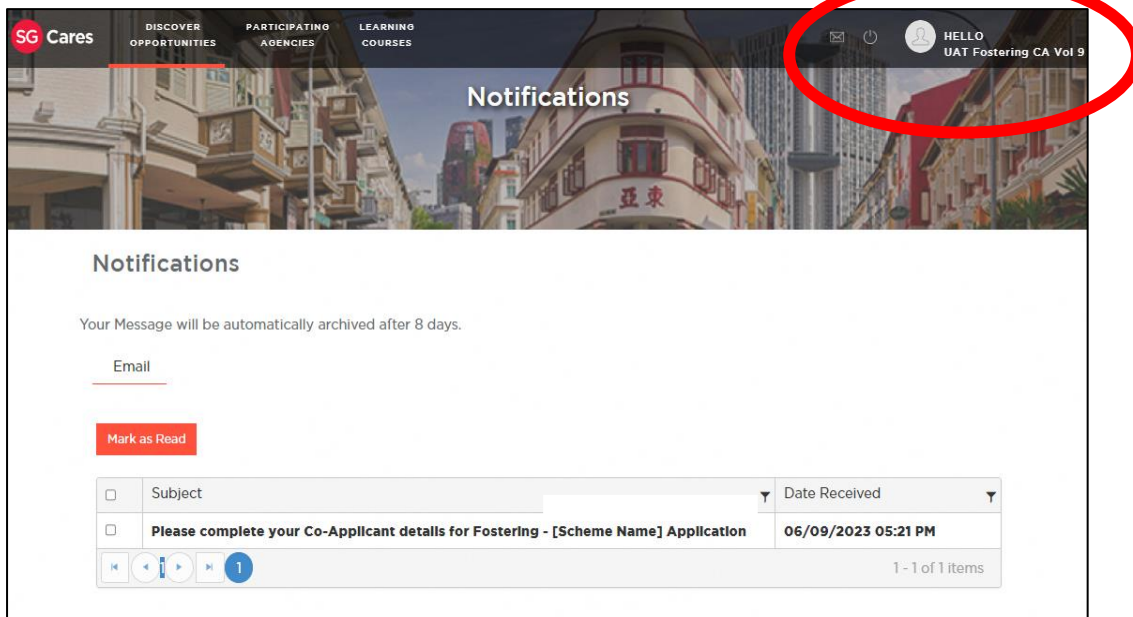
Once you click **Submit Application**, you will not able to edit your application and your Co-Applicant will be notified to fill-up their part.

Part C: Co-Applicant to complete Foster Parent application

Step 1: Co-applicant to login to the portal and click on the  icon on the navigation bar.



Step 2: You will now be directed to your **Notifications page. You can view the notification to complete the Fostering application. Click **HELLO <Name>** button at the top panel to access your Volunteer Dashboard.**



Step 3: You will now be directed to your Volunteer Dashboard. Scroll down to view the **Pending Applications** table. Under Action column, click **Edit** on the pending application.

Pending Applications

Agency/Scheme	Site/Organisation	Date Applied	Action
<input type="text" value="Search By Scheme"/>	<input type="text" value="Search By site"/>	<input type="text" value="Search By Date Applied"/>	
Fostering		06/09/2023	Edit Withdraw


10 items per page 1 1 - 1 of 1 items

Step 4: There will be a pop-up window to view the application details. Click on **Application Questions** and fill up all fields.

Co-Applicant Details ✕

Details Main-Applicant Application Questions Co-Applicant Details **Application Questions**

Main-Applicant Document Checklist



Application Status
Pending Co-Applicant Review

Co-Applicant Details

NRIC/FIN *****417F


Email uat_fostering_ca_vol9@mailinator.com

Mobile Number 84928372

My Co-Application Details x

Details
Main-Applicant Application Questions
Co-Applicant Details
Application Questions

Main-Applicant Document Checklist



Application Status

Pending Co-Applicant Review

1. What is your personal annual income? *

- >\$1,000-\$20,000
- \$20,001-\$30,000
- \$30,001-\$40,000
- \$40,001-\$80,000
- \$80,001-\$120,000
- \$120,001-\$160,000
- \$160,001-\$200,000
- \$200,001-\$240,000
- \$240,001-\$280,000
- \$280,001-\$320,000
- \$320,001+

2. What is your housing ownership status? *

- Rented
- Purchased
- Others

3. What is your housing type? *

- 1 Room HDB
- 2 Room HDB
- 3 Room HDB
- 4 Room HDB
- 5 Room HDB
- Executive/Private Condo
- Landed Property
- Others

30. I declare that the information provided in this form is true and correct and I furnish the information knowing that I may be liable to criminal prosecution if I have stated any information which I know to be false or do not believe to be true. *

I agree

SAVE AS DRAFT

SUBMIT

CLOSE

You are done!

Once your application has been reviewed, both you and your co-applicant will receive a notification in your SG Cares accounts on whether you will be proceeding into the next phase of the application. An officer from MSF or one of the Fostering Agencies will reach out to you with the next steps.

If you face any difficulties applying, or have any enquiries, please reach out to us through WhatsApp at 9645 8231 or email us at fostering@msf.gov.sg.

Thank you for your interest in fostering, we look forward to being in touch.