

# Checklist for Documents to be submitted for Adult Applications

Before you apply online, please prepare the following documents:

Documents to be Scanned (if any)	Every Applicant	Sponsor / Non Applying Spouse
<b>Personal Documents</b>		
Coloured photograph with the following requirements: a) 35mm wide by 45mm high without border and taken within the last 3 months; b) Taken full face without headgear, unless you wear a headgear habitually in accordance with religious or racial customs. The headgear must not hide your facial features; c) The facial image must be between 25mm and 35mm from chin to crown, and taken against plain white background with a <b> matt</b> or <b> semi-matt</b> finish	<input type="checkbox"/>	Not required
Foreign Identity Card	<input type="checkbox"/>	<input type="checkbox"/>
Passport, or any other travel document (only for documents not issued by ICA)	<input type="checkbox"/>	<input type="checkbox"/>
Birth Certificate (only for births not registered in Singapore) Alternatively provide official household census list or family register (where applicable)	<input type="checkbox"/>	<input type="checkbox"/>
<b>Family Documents</b>		
Official Marriage Certificate of current marriage (only for marriages not registered in Singapore)		<input type="checkbox"/>
Separation Deed (if applicable)		<input type="checkbox"/>
Birth Certificate and Travel Document of child(ren) from current marriage (only for documents not issued by ICA)		<input type="checkbox"/>
Divorce Certificate (Certificate of Making Interim Judgement Final/ Certificate of Making Decree Nisi Absolute) for previous marriage(s)	<input type="checkbox"/>	<input type="checkbox"/>
Certificate of Annulment for previous marriage(s)	<input type="checkbox"/>	<input type="checkbox"/>
Death Certificate for spouse from previous marriage(s) (only for deaths not registered in Singapore)	<input type="checkbox"/>	<input type="checkbox"/>
Birth Certificate of child(ren) from previous marriage(s) (only for documents not issued by ICA)	<input type="checkbox"/>	<input type="checkbox"/>
Custody papers for proof of custody for children from previous marriage(s) or Certificate of Interim Judgement showing alimony and custody arrangements	<input type="checkbox"/>	<input type="checkbox"/>
Death Certificate for child(ren) of current and previous marriage(s) (only for deaths not registered in Singapore)	<input type="checkbox"/>	<input type="checkbox"/>
<b>Education Documents</b>		
Educational Certificates	<input type="checkbox"/>	<input type="checkbox"/>
Skill Certificates	<input type="checkbox"/>	<input type="checkbox"/>
Professional License(s)	<input type="checkbox"/>	<input type="checkbox"/>
Membership Certificates	<input type="checkbox"/>	Not required

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<b>Employment Documents</b>		
Letter of employment from current employer, dated no more than 3 months from the date you apply online, stating occupation, date of employment, basic and gross salary per month	<input type="checkbox"/>	<input type="checkbox"/>
Latest 6 months payslips	<input type="checkbox"/>	<input type="checkbox"/>
Income tax assessment/ receipt for latest 3 years (only if working overseas)	<input type="checkbox"/>	<input type="checkbox"/>
For self-employed, latest Business Registration Certificate from the Accounting & Corporate Regulatory Authority (ACRA), latest 3 years' balance sheet, profit and loss statement. Additional information may be requested.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Other Documents</b>		
National Service Certificate of Service	<input type="checkbox"/>	Not required
National Service Testimonial	<input type="checkbox"/>	Not required
National Service Transcript	<input type="checkbox"/>	Not required
Deed Poll or religious certificate for change of name	<input type="checkbox"/>	Not required

Reminder: you will need to include supporting documents of your spouse, even if he/she is not applying for Singapore Citizenship.

Note: ICA may contact the main applicant/sponsor for other supporting documents not listed above when making an assessment on your application.