

# Information on Licence Eligibility

## For Licence Application/ Renewal

### If you are currently earning self-employed income<sup>1</sup>

You can apply or renew licence(s) if you are up-to-date with your MediSave payable<sup>2</sup>.

**Refer to Section A for instructions to retrieve a PDF copy of your MediSave payable statement with your licence eligibility status<sup>3</sup>**

### If you are aspiring to earn self-employed income<sup>1</sup>

You can apply for licence(s) as you have no outstanding MediSave payable<sup>2</sup>.

**Refer to Section B for instructions to retrieve information on your licence eligibility status<sup>3</sup>**



- You may earn self-employed income from performing work for others under a contract for service, buying and selling goods or from providing professional or personal services.  
Under the Self-Employed Scheme, all self-employed persons (SEPs) who are Singapore Citizens or Permanent Residents and earn an annual net trade income (NTI) of more than \$6,000 need to contribute to MediSave. To find out more about the Self-Employed Scheme, visit [cpf.gov.sg/selfemployedmatters](http://cpf.gov.sg/selfemployedmatters)
- You may find out if you have outstanding MediSave payable through CPF's Self-employment dashboard after Singpass login. If you have outstanding MediSave payable, you may choose to pay your outstanding MediSave payable in full or sign up for monthly GIRO instalments.
- Your licensing authority, real estate company or financial institution may request a copy of your MediSave payable statement (if you are currently earning self-employed income) or information on your licence eligibility status (if you are aspiring to earn self-employed income).

## SECTION A:

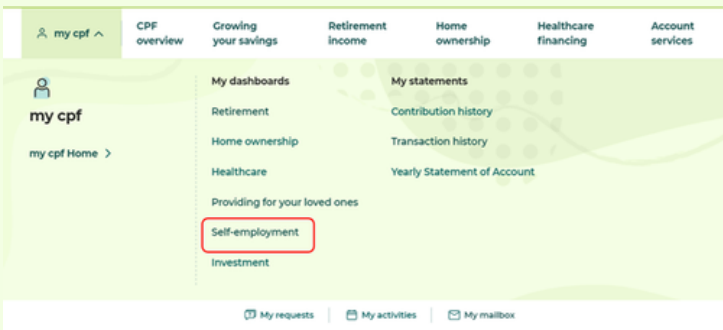
### IF YOU ARE CURRENTLY EARNING SELF-EMPLOYED INCOME

To retrieve your MediSave payable statement, log in to the Self-employment dashboard using your Singpass

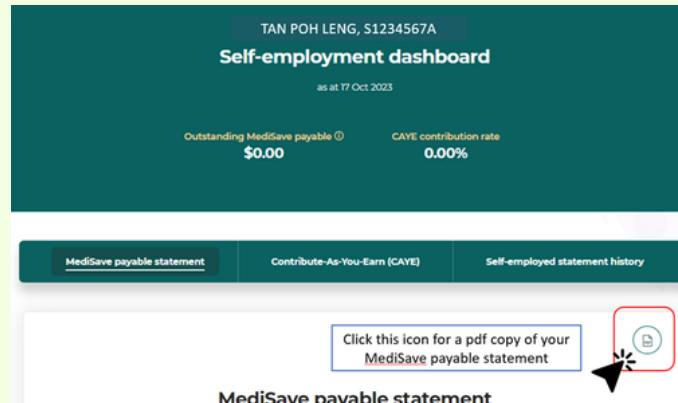
#### 1 Log in to my cpf

using your Singpass via [cpf.gov.sg/member](http://cpf.gov.sg/member)

**Tip:** You can apply for your Singpass via [www.singpass.gov.sg](http://www.singpass.gov.sg) if you do not have one.



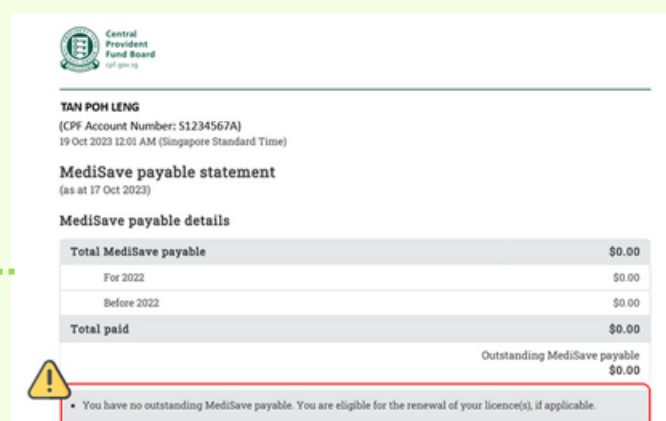
#### 2 Under my cpf, access Self-employment dashboard under My dashboards



#### 3 Click on the PDF icon at the top right of the MediSave payable statement section to generate a PDF copy of your MediSave payable statement

**Tip:** It is recommended to password-protect the MediSave payable statement before sharing with others as it contains your personal information.

You may submit your MediSave payable statement as proof of eligibility.

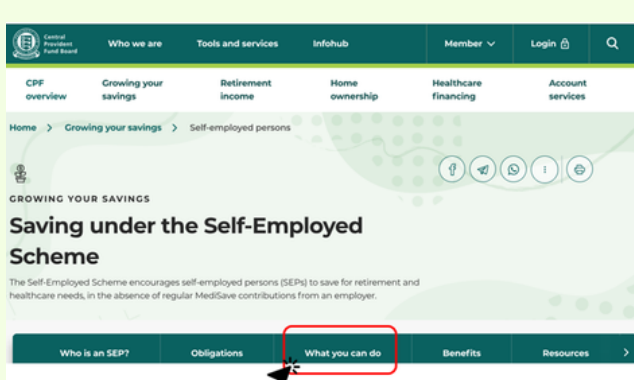


## SECTION B:

### IF YOU ARE ASPIRING TO EARN SELF-EMPLOYED INCOME

To retrieve information on your licence eligibility status, log in to the Self-employment dashboard using your Singpass

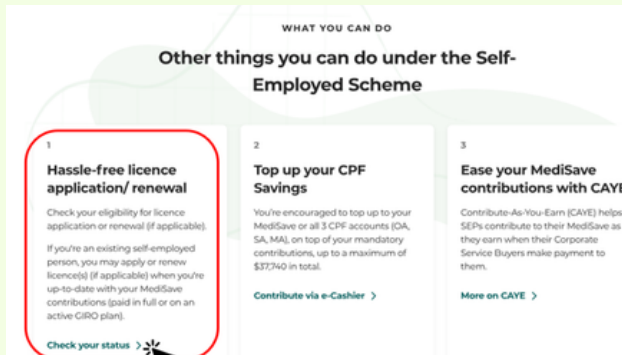
#### 1 Access CPF's Saving under the Self-Employed Scheme page via [cpf.gov.sg/selfemployedmatters](http://cpf.gov.sg/selfemployedmatters)



#### 2 Under "What you can do", click "Check your status" under Hassle-free licence application/ renewal.

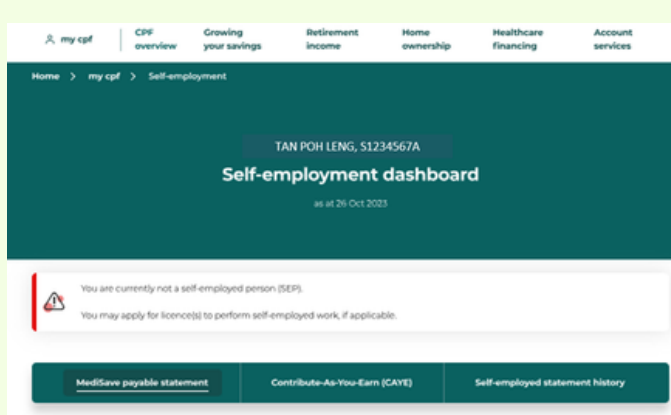
You will need your Singpass to log in to the Self-employment dashboard.

**Tip:** You can apply for your Singpass via [www.singpass.gov.sg](http://www.singpass.gov.sg) if you do not have one.



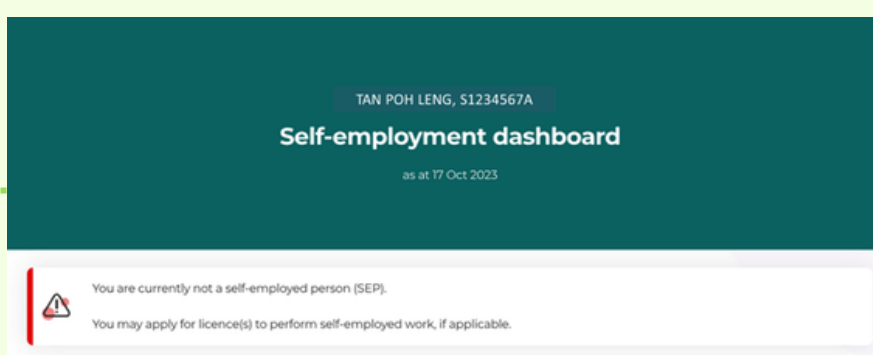
#### 3

After logging in with your Singpass, you will be directed to the Self-employment dashboard.



#### 4 You may submit a screenshot of your Self-employment dashboard as proof of eligibility.

**Tip:** It is recommended to password-protect the screenshot of your Self-employment dashboard before sharing with others as it contains your personal information.



Scan QR code or visit [cpf.gov.sg/selfemployedmatters](http://cpf.gov.sg/selfemployedmatters) for more information on the Self-Employed Scheme (SES)