



SINGAPORE POLICE FORCE CERTIFICATE OF CLEARANCE (COC)

Certificate of Clearance (COC) is issued by the Criminal Investigation Department of Singapore Police Force to CITIZENS OF SINGAPORE to certify that a person has no criminal conviction in Singapore. Applicant must show documentary proof from the relevant consulate/immigration authority/government authority which clearly indicates that the production of the COC is required. All applicants must pay attention to the following application procedure and documentation requirements:

IMPORTANT INFORMATION

- 1) Applicants residing in Singapore are to appear in person at the COC Office located at **Blk D Police Cantonment Complex, #02-07/08, 391 New Bridge Road, Singapore 088762**. The office is open from 8.30am to 12.30pm, Monday to Friday (excluding public holidays).
- 2) Applicants residing overseas should submit their completed application forms (original) addressed to: **Head Criminal Records, CID (COC), Blk D Police Cantonment Complex, #02-07/08, 391 New Bridge Road, Singapore 088762**
- 3) Processing time for each application is about 10 working days.
- 4) Processing fee is S\$45.00 per application. Payment can be made by cash, NETS, cash card, or credit cards (VISA/MASTERCARD) for walk-in application. Application sent by post (from overseas) must be accompanied by a bank draft made payable to '**Head Criminal Records CID**' through a Singapore-based bank. In addition to the processing fee, a postage fee of S\$5.00 must be included in the payment (total S\$50.00) if the COC is to be mailed. Payment is non-refundable once the application is processed.
- 5) All applicants must complete the Certificate of Clearance application form in full and submit it with the necessary supporting documents:
 - a) A set of applicant's fingerprint impressions (ten prints). Applicants applying in person will be fingerprinted at COC office at the time of application. For application by post from overseas, the applicant must submit a set of his/her fingerprint impressions taken by a qualified Fingerprint Officer at an authorised office of the country he/she is now residing.
 - b) A photocopy of applicant's valid passport (showing particulars page).
 - c) Two recent passport-sized photographs.
 - d) Photocopy of document from relevant consulate/immigration authority/government bodies to establish that the certificate is required by such authority. All documents are to be translated to English if written in other languages.

APPLICATION FORM
CERTIFICATE OF CLEARANCE (COC)

I, the undersigned, hereby make application to the Singapore Police Force for a Certificate of Clearance. I declare that:

I have never been convicted of any criminal offence during my stay in Singapore;

Or

I have been convicted of the following criminal offence/s during my stay in Singapore:

OFFENCE	DATE OF CONVICTION	DATE OF RELEASE
_____	_____	_____
_____	_____	_____

APPLICANT'S NAME: _____

SIGNATURE: _____

DATE: _____

Collection of COC

Collected by: Applicant/Proxy Name of Proxy: _____

DATE: _____

FOR OFFICIAL USE ONLY

FEE REC: _____

RECEIPT No.: _____

APPLN DATE: _____

COC OFFICER:: _____

COC REF : _____

A. PERSONAL DATA OF APPLICANT

1. IDENTIFICATION NO (NRIC)		2. CURRENT PASSPORT NO		3. EXIT PERMIT NO. (IF APPLICABLE)	
4. NAME IN FULL (AS IN PASSPORT) MR/MRS/MDM/MISS/MS/DR					
5. SEX	6. RACE	7. PRESENT OCCUPATION		8. SALARY (P.M)	
9. PLACE OF BIRTH		10. DATE OF BIRTH		11. NATIONALITY	
12. MARTAL STATUS					
<input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED <input type="checkbox"/> WIDOWED					
13. NATIONALITY OF SPOUSE		14. NO OF CHILDREN		15. TELEPHONE NO.	
16. RESIDENTIAL ADDRESS					
17. POSTAL ADDRESS (if different from residential address)					
18. EMAIL ADDRESS					
19. EDUCATION ATTAINMENT					
<input type="checkbox"/> PRIMARY EDU <input type="checkbox"/> SECONDARY EDU <input type="checkbox"/> GCE 'O' LEVEL <input type="checkbox"/> GCE 'A' LEVEL					
<input type="checkbox"/> DIPLOMA <input type="checkbox"/> TERTIARY EDU (BASIC/HONs) <input type="checkbox"/> MASTERS <input type="checkbox"/> PHD					
<input type="checkbox"/> OTHERS _____					
20. LANGUAGE STREAM IN SECONDARY SCHOOL					
FIRST LANGUAGE _____ SECOND LANGUAGE _____					

B. REASON FOR APPLICATION

21. COUNTRY FOR WHICH COC IS TO BE SUBMITTED	22. DATE OF DEPARTURE
23. PURPOSE FOR WHICH COC IS REQUIRED	
<input type="checkbox"/> MIGRATION	
<input type="checkbox"/> EDUCATION	
<input type="checkbox"/> BUSINESS	
<input type="checkbox"/> EMPLOYMENT	
<input type="checkbox"/> MARRIAGE	
<input type="checkbox"/> ADOPTION	
<input type="checkbox"/> OTHERS (Specify) _____	

24. What are your reasons for emigrating? (Please select only 3 boxes as the most important reasons and rank them in order of importance, with 1 indicating as the most important)
<input type="checkbox"/> High cost of living in Singapore
<input type="checkbox"/> Singapore is too regulated and stifling
<input type="checkbox"/> Better career / business prospects overseas
<input type="checkbox"/> Better and less stressful education opportunities for your children
<input type="checkbox"/> Prefer a more relaxed lifestyle
<input type="checkbox"/> To be united with close family members who migrated earlier
<input type="checkbox"/> Do not want your son/s to serve National Service
<input type="checkbox"/> Retirement abroad
<input type="checkbox"/> Marriage to a foreign national
<input type="checkbox"/> Uncertain future of Singapore
<input type="checkbox"/> Others (specify) _____

25. IF IT IS FOR EDUCATION PURPOSE:
A. LEVEL OF STUDY (EG: DIPLOMA, DEGREE) _____
B. FIELD OF STUDY (EG: SCIENCE, BUSINESS etc) _____
C. YEAR OF STUDY (EG: FIRST YEAR) _____
D. DURATION OF COURSE _____

26. IF IT IS FOR EMPLOYMENT PURPOSE

A. OCCUPATION _____

B. FOR HOW LONG? _____ YEARS _____ MONTHS

27. DO YOU HAVE RELATIVES CURRENTLY STAYING IN YOUR COUNTRY OF DESTINATION?

YES HOW MANY? _____

NO

28. HAVE YOU EVER STUDIED / WORKED ABROAD?

YES NO

If your answer is YES, please state:

NUMBER OF YEARS ABROAD: _____

COUNTRY: _____

LEVEL OF EDUCATION: _____

NATURE OF WORK: _____

