



LittleLives®

aLIVE

How to Submit the IEF Form

Parents Step-by-Step User Guide

*MUIS provides fee assistance for aLIVE classes through the **Islamic Education Fund (IEF)**.
For detailed information about IEF, please visit muis.gov.sg/ie/Islamic-Education-Fund/.*

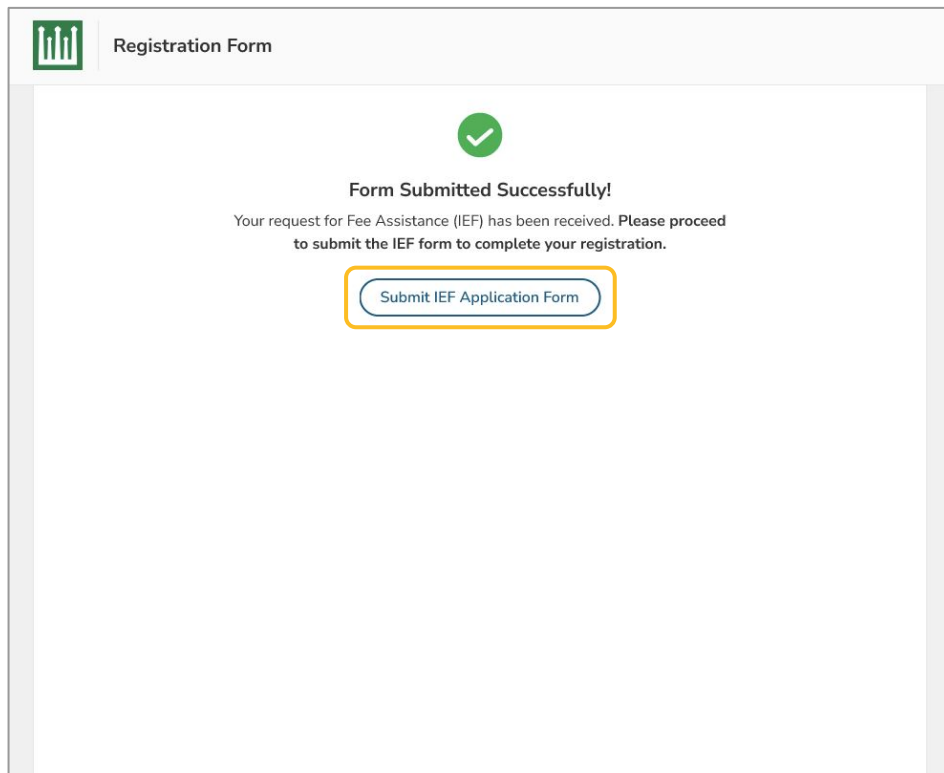


How to Access the IEF Form

[A] For New Parents during Registration



[A] 1. Submit Registration Form



The screenshot shows a web interface for a 'Registration Form'. At the top left is a green icon with three vertical bars. Below it, the text 'Registration Form' is displayed. In the center of the page, there is a green circle with a white checkmark. Below this icon, the text 'Form Submitted Successfully!' is shown. Underneath, a message states: 'Your request for Fee Assistance (IEF) has been received. Please proceed to submit the IEF form to complete your registration.' At the bottom of this section is a button with a blue border and the text 'Submit IEF Application Form'.

Registration Form



Form Submitted Successfully!

Your request for Fee Assistance (IEF) has been received. Please proceed to submit the IEF form to complete your registration.

[Submit IEF Application Form](#)

- ★ Once you **submit your child's Registration Form** and selected **'Applying for Fee Assistance'**, the system will automatically generate the IEF Application Form in the Parent Form Gateway.
- ★ You can either:
 - Check your email or
 - Click the **Submit IEF Application Form** button to log in to the Form Gateway and complete the submission

[A] 2. Login to the Parent Form Gateway

**aLIVE: Learning
Islamic Values
Everyday
Nurturing Confident
Muslims with Taqwa
and Compassion**



Parent Form Gateway Login Validation

Enter email to receive a 6 digit code.

Enter email to continue...

Continue

Powered By  LittleLives

- ★ Go to the **Parent Form Gateway** (parent.ilham.sv.littlelives.com)
- ★ Login using the **Applicant Email** from your registration form
- ★ When the system asks for OTP, check your email

[A] 3. Select your child's IEF Form

The screenshot shows the 'Parent Form Gateway' interface. At the top, there is a header with a logo, the title 'Parent Form Gateway', and a 'Log out' button. Below the header, two child profiles are listed: 'Tom Ato' and 'Erica Elliot Zuckerberg'. The 'Tom Ato' profile is highlighted with an orange border. Below the profiles, there is a search bar and a 'Filter' button. The main content area displays a 'New' tag, the title 'IEF Application Form', and the text 'For Tom Ato' and 'From Hajjah Rahimabi Kebun Limau'. To the right of this information, there are two buttons: 'Print Form' and 'Submit'. The 'Submit' button is highlighted with an orange border. At the bottom of the page, it says 'Powered by LittleLives Inc Pte Ltd'.

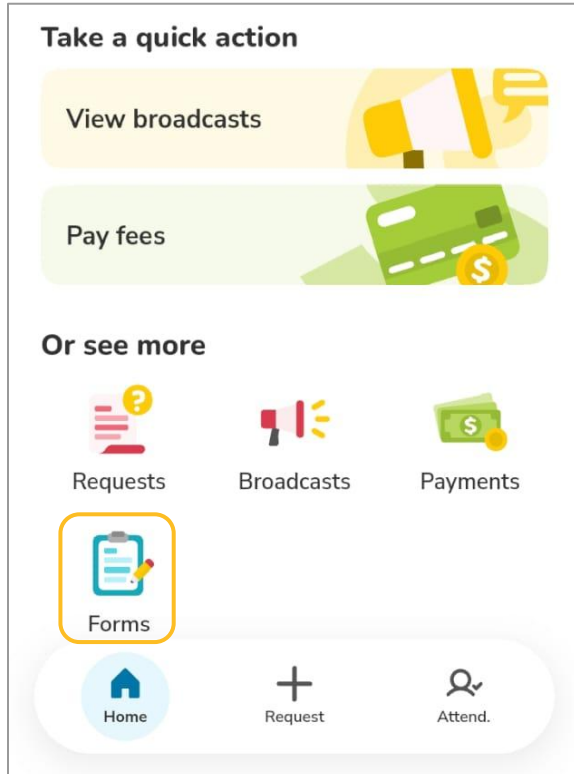
- ★ If you have more than 1 child registered, you will see their names at the top of the Parent Form Gateway page. **Select the child** you would like to apply the IEF for.
- ★ Currently, a separate IEF application is required for each student. *We apologise for the inconvenience caused.*
- ★ You will see the child's IEF Application Form. Click **Submit**.

How to Access the IEF Form

[B] Via Parents App for Enrolled Students



[B] 1. Go to the Forms Module



★ After login to the *LittleLives for Parents* app, scroll down to view the different modules and select **Forms**

[B] 2. Click on Fill & Submit Form

←

Forms

⚙️ All Statuses ▼ 👤 All Children ▼

New

 Maarof ✓
10:32 AM 23/06/2026

IEF Form

Fill & Submit Form

- ★ You will see a 'New' IEF Form or Request for IEF Reassessment form
- ★ Click on **Fill & Submit Form** to proceed

How to Fill in the IEF Form



4. Fill in the IEF Form

← Back to Form Gateway

 New IEF Application Form

● Application Information

○ Family & Financial Details

○ Declaration & Consent

○ Internal Remark

 **Majlis Ugama Islam Singapore**
IEF Application Form

Application Information

Ref No. XXXXX-XXXXX Date of Application 28/08/2024 5:16 PM

Main Contact Name

Input name as in NRIC/FIN...

Please Select Application Year

☐ FY 2025 ☐ FY 2026

Are you under MUIS Zakat Financial Assistance (FA) or Comcare Financial Assistance? (optional)

☐ FA ☐ Comcare

← Back Save Draft Next →

- ★ Fill in all mandatory fields before clicking **Next**
- ★ At any stage of the form submission, you can click **Save Draft** to save your progress and continue later

4. Fill in the IEF Form

← Back to Form Gateway

 New IEF Application Form

☐ Application Information

☒ **Family & Financial Details**

☐ Declaration & Consent

☐ Internal Remark

Family and Financial Details

Your honesty helps us support families who need it most. Please provide truthful and accurate information before submitting your application.

Income Declaration

Student 1

Remove

Full Name *

Identification (ID) Type * Identification No *

Current Employment Status

Student

Income (\$)

0

Provide supporting documents

Please submit ONE of the following documents: Current Payslip / CPF Contribution Statement / Income Tax Assessment.

Upload Document (optional)

← Back Save Draft Next >

- ★ Fill in the **Student's and Family Members'** details
- ★ Ensure that all **household family members** are listed in the form for an accurate assessment of your eligibility.
- ★ Click **+ Add New** to add another household member, or **Remove** to delete an incorrect entry.
- ★ Include only household members who reside at your home. Do not include domestic helpers or anyone who does not live at your address.
- ★ Once you have completed this section, click on **Next**

4. Fill in the IEF Form

← Back to Form Gateway

 New IEF Application Form

☐ Application Information

☐ Family & Financial Details

☒ Declaration & Consent

☐ Internal Remark

Declaration and Consent

Declaration by Main Contact (Applicant)

I, the undersigned, apply for a subsidy for my child's Islamic Education from MUIS and declare that:

1. All information provided is true and accurate. I understand that providing false information is a criminal offence.
2. I will inform the Programme Administrator of any changes in my family's financial status and submit updated documents for future subsidy eligibility.
3. My child is enrolled in the aLIVE programme, and I will ensure regular attendance. The subsidy may be stopped for unexplained absences.
4. I agree that this information may be shared with relevant government bodies for social assistance purposes.
5. I understand that my application may be automatically approved, but MUIS can audit and recover subsidies if I'm found ineligible. I agree to return any overpaid amounts.

By submitting this application, I accept all the above terms and conditions.

Acceptance of Terms and Conditions

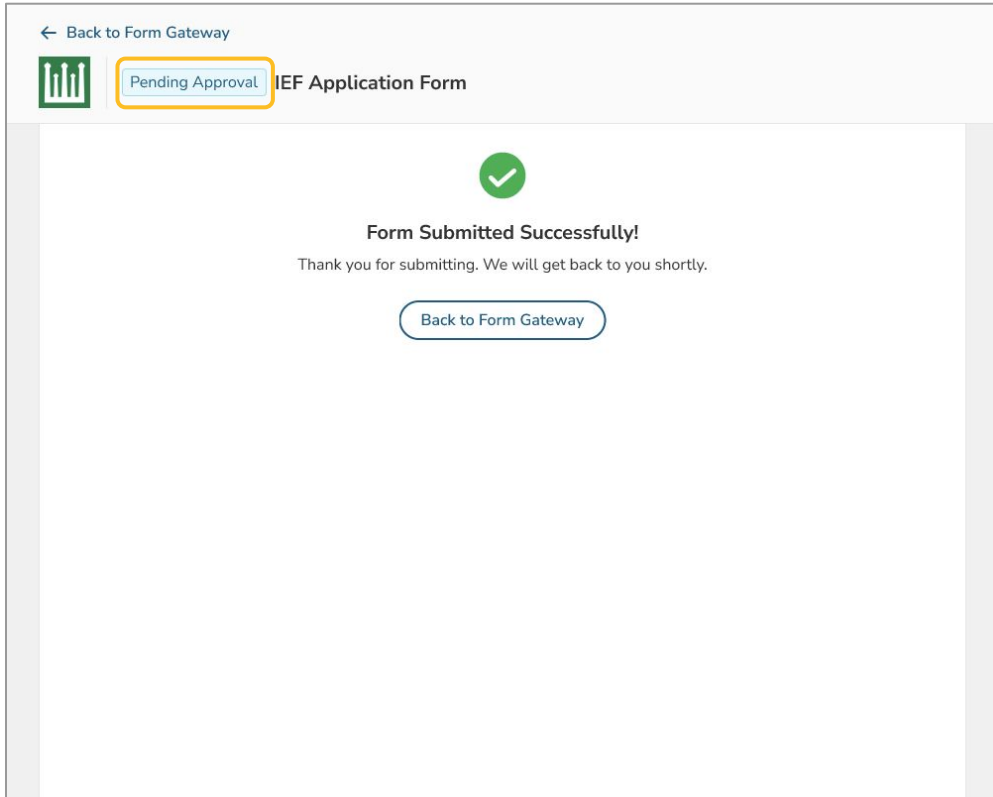
← Back

Save Draft

Next >

- ★ Read the **Terms & Conditions** carefully
- ★ Tick the checkbox to confirm that you have read and accepted them.
- ★ Click **Submit** to complete your application.

5. Submit the IEF Form



← Back to Form Gateway

 Pending Approval IEF Application Form

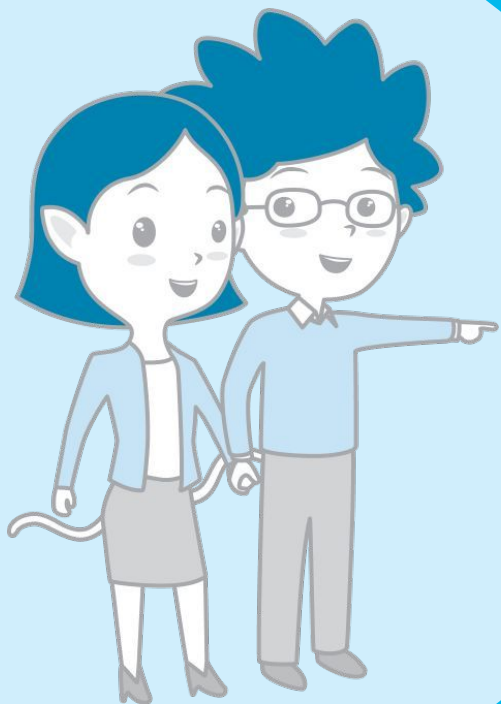


Form Submitted Successfully!

Thank you for submitting. We will get back to you shortly.

[Back to Form Gateway](#)

★ Once submitted, your IEF Form status will change to **'Pending Approval'**



- ★ Should there be any changes in your household's financial situation during the Academic Year (e.g. loss of employment, reduction in household income, or an increase in the number of household members), and you become eligible for IEF or for a higher tier of fee assistance, please **let us know as soon as possible**. An IEF application form can then be issued for your submission.
- ★ Please note that the fee assistance amount will be prorated from the date of approval and **cannot be backdated**. This means that fee assistance cannot be applied to past invoices. Therefore, it is important that you notify us promptly of any change in your household's financial circumstances to ensure that any eligible fee assistance can be applied as early as possible.

Thank You

