

D. CURRENT EMPLOYER

Type of Occupation (Please check):

- Legislator, Senior Officials and Managers
- Professionals
- Associate Professionals and Technicians
- Clerical Support Workers
- Service and Sales Worker
- Agricultural and Fishery Workers
- Craftsmen and Related Trades Workers
- Plan and Machine Operators and Assemblers
- Cleaner, Labourers and Related Workers
- Workers not Elsewhere Classified

Salary Range (Please check):

- Below \$1,000
- \$1,000 - \$1,499
- \$1,500 - \$1,999
- Only \$2,000
- \$2,001 - \$2,499
- \$2,500 - \$2,999
- \$3,000 - \$3,499
- \$3,500 and above
- Unemployed

E. QUALIFICATIONS

Highest Qualification (Please tick):

- | | |
|---------------------------------------------------------|---------------------------------------------------------------------|
| <input type="checkbox"/> Lower Secondary | <input type="checkbox"/> Polytechnic Diploma |
| <input type="checkbox"/> 'N' Level or Equivalent | <input type="checkbox"/> Professional Qualification & Other Diploma |
| <input type="checkbox"/> 'O' Level or Equivalent | <input type="checkbox"/> WSQ Advanced Certificate |
| <input type="checkbox"/> ITE Skills Certification (ISC) | <input type="checkbox"/> WSQ Diploma |
| <input type="checkbox"/> 'A' Level or Equivalent | <input type="checkbox"/> WSQ Specialist Diploma |
| <input type="checkbox"/> NITEC / Post NITEC | <input type="checkbox"/> University First Degree |
| <input type="checkbox"/> Higher NITEC | <input type="checkbox"/> University Post-Graduate Diploma & Degree |
| <input type="checkbox"/> Master NITEC | <input type="checkbox"/> Master or Equivalent |
| <input type="checkbox"/> WSQ Certificate | <input type="checkbox"/> Doctorate or Equivalent |
| <input type="checkbox"/> WSQ Higher Certificate | <input type="checkbox"/> Others: _____ |

Have you enrolled for any WSQ course(s) or module(s) with SHATEC and / or other training provider previously? Yes No
Please provide details on course / module title(s) and qualification attained if you have replied 'Yes' to the above and submit copies of certificate.

F. EMPLOYMENT HISTORY (if applicable)

Please state in chronological order (from most recent).

| From (MONTH/YEAR) | To (MONTH/YEAR) | Company | Country | Position |
|----------------------|--------------------|---------|---------|----------|
| ___/____ | ___/____ | | | |
| ___/____ | ___/____ | | | |
| ___/____ | ___/____ | | | |

G. OTHER INFORMATION (Please check box accordingly)

- Have you ever been arrested by the police or convicted of a criminal offence? Yes No
- Do you have any existing criminal record(s) in Singapore or overseas? Yes No
- Are you currently under police investigation in Singapore or overseas? Yes No
- Have you ever been charged with any offence in a court of law in Singapore or in any country for which the outcome is pending? Yes No
- Have you suffered, or are suffering from any medical condition, physical impairment, and psychological related illnesses? (Please provide supporting medical documents) Yes No
- Have you been diagnosed with, or experienced learning disabilities/special learning needs in previous education? (Please provide supporting documents) Yes No
- Have you been granted or have applied for access arrangements in previous examinations/assessments? (Please provide supporting documents) Yes No

Please provide details if you have answered 'Yes' for any of the above questions.

H. COMPANY SPONSORSHIP (if applicable)

This is to certify that the applicant, (Name as per NRIC) _____ will be fully sponsored by (Company Name and UEN as per ACRA) _____.

The Sponsoring Company is a Small and Medium Enterprise (SME): Yes No

Name of Contact Person: _____ Designation: _____

Signature of Contact Person: _____

Date (DD/MM/YYYY):

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Company Stamp:

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Billing Company: _____ Business Registration Number: _____

Billing Address: _____ Postal Code: _____

Contact Number: (Office) _____ Fax: _____ Email: _____

Payment

Company Sponsored applicant(s): The invoice will be billed to the sponsoring company upon application and successful admission into SHATEC. Please PayNow to SHATEC UEN: **198301550C** or make cheque payable to **SHATEC INSTITUTES PTE LTD** and mail it to: 21 Bukit Batok Street 22 Singapore 659589. Attention: Student Administration. (Please indicate your Company Name or Applicant(s) Name in the Reference or Description field for PayNow and indicate your Company Name, Applicant(s) Name, Course Title and Intake on the back of the cheque).

Enhanced Training Support for SMEs (ETSS) Eligibility Criteria

For companies that satisfy the following conditions:

1. Registered or incorporated in Singapore
2. At least 30% local shareholding by Singapore Citizens or Singapore Permanent Residents
3. Employment size of not more than 200 (at group level) or with annual sales turnover (at group level) of not more than \$100 million
4. SME-sponsored trainees:
 - a. Must be a Singapore Citizens or Singapore Permanent Residents or Long Term Visit Pass Plus (LVTP+)
 - b. Must be hired in accordance with the Employment Act and fully sponsored by their employer for the course
 - c. Must not be a full-time national serviceman

* This scheme is intended for all organisations, including non-business entities not registered with ACRA e.g. VWOs, societies, etc. Only Ministries, statutory boards, and other government agencies are not eligible under ETSS scheme. Sole proprietorships which meet all of the above criteria are also eligible. For more information, you may visit <https://www.tpgateway.gov.sg/training-grants/training-grants-from-government-agencies/enhanced-training-support-for-smes>.

SkillsFuture Singapore (SSG) Course Fee Funding Criteria

For companies that satisfy the following conditions:

1. Sponsored trainee has attained a minimum 75% attendance and must have sat for and passed the examination and/or assessment.
2. Net course fee (full course fee after SSG's grant) have been fully paid.
3. There is employer-employee relationship and CPF contribution for employer-sponsored trainees.
4. Trainee do not have the support of any other funding scheme.

*Please refer to <https://www.tpgateway.gov.sg/training-grants/training-grants-from-government-agencies/course-fee-grants-for-employers> for full information and changes/updates to the terms and conditions.

For companies claiming ETSS and/or SSG Funding, please note that you are required to pay SHATEC INSTITUTES PTE LTD the full course fee in the event of any of the following circumstances:

- Applicant no-show
- Applicant is no longer under the employment of the sponsored company
- Funding is not approved by SSG

I. APPLICABLE TO SSG FUNDED COURSES ONLY

I understand and acknowledge that:

(Please check box if you are applying for a WSQ course)

- I must achieve at least 75% attendance and pass all assessments to be eligible for course fee funding by SSG.
- I will not be eligible for course fee funding by SSG in the event I fail to meet the attendance **or** assessment requirement.
- SHATEC is permitted to submit my personal information and records to SSG and its authorized subsidiaries, portals, channels of communication etc.
- I am obliged to provide all information deemed necessary to SSG for my course of study by completion of effectiveness surveys conducted by SSG, or its appointed auditor, or its nominated representatives.
- The funded course indicated in this application form is not one for which a grant or funding had been previously awarded to me.
- Minimum 6-month retention in the industry is recommended as part of the obligation for enjoying the funding.
- Funding is subjected to SSG's prevailing corporate policies and final approval.

J. PERSONAL DATA PROTECTION AND PRIVACY POLICY

I understand and acknowledge that:

(Please check)

- SHATEC is committed to maintain the confidentiality of my personal information and will undertake not to divulge any of my personal information to any third party without my prior written consent, subject to the obligation of SHATEC to disclose to any Singapore government authority, statutory boards, agencies and/or to the organisation confessing/ awarding the qualification, any information relating to me in compliance with the law and/or fulfilment of obligatory requirements associated with my enrolment to SHATEC.
- SHATEC is authorized to contact, correspond and send information for school related purposes to me through any of the contact modes as provided within this application.

K. DECLARATION

I hereby declare that all information provided by me in connection with this application is true, accurate and complete. I understand that any inaccurate, incomplete or false information given or any omission of information required shall render this application invalid and SHATEC may at its discretion withdraw any offer of acceptance made to me on the basis of such information or, if already admitted, I may be liable to disciplinary action, which may result in my expulsion from SHATEC. I hereby authorize SHATEC to obtain and verify any part of the information given by me from or with any source, as it deems appropriate.

Signature of Applicant

Date

L. OFFICIAL USE ONLY

For exceptional cases (*applicants who do not meet minimum entry requirements*)

| | | |
|-----------------------------------------------------------------------------------------------------------|----------|-------|
| For use by Director, Academic and Student Development or Student Administration only | Comments | Date: |
| | | |
| Status: *Recommended / Not Recommended | | |

M. OFFICIAL USE ONLY: ELIGIBILITY FOR TRAINING GRANT

| No | Details | Please Tick | |
|----|----------------------------------------------------|-------------|----|
| | | Yes | No |
| 1. | Singaporean / Singapore Permanent Resident / LTVP+ | | |
| 2. | 25 years old and above | | |
| 3. | 35 years old and above | | |
| 4. | 40 years old and above | | |
| 5. | Currently in employment | | |
| 6. | Income cap is not more than \$2,300.00 per month | | |
| 7. | PWD aged 13 to 34 | | |

- SSG Grant: Yes No
- Using PSEA: Yes No
- Using SkillsFuture Credit: Yes No
- Additional Course Fee Funding: Yes No
- MES Funding: Yes No