



SINGAPORE CERTIFIED ENERGY MANAGER (SCEM) PROFESSIONAL LEVEL

APPLICATION FORM

MODULES

Core Modules (Compulsory)

Core Modules (Compulsory)	Module Dates	Timing
■ Air-Conditioning and Mechanical Ventilation Systems (ACMV)	8, 9, 10 May'18	9am – 6pm
■ Energy Management and Economics (EME)	6, 7, 8 June 2018	9am – 6pm
■ Motor Driven Systems (MDS)	17, 18, 19 Jan'18	9am – 6pm
■ Energy Measurement & Audit (EMA)	7, 8, 9 Feb'18	9am – 6pm

Please choose any 2 electives

■ Lighting Systems and Building Envelope	10, 11, 12 Jan'18	9am – 6pm
■ Steam and Compressed Air Systems	26, 27, 28 June 2018	9am – 6pm
■ Combined Heat and Power Systems	26, 27, 28 Feb'18	9am – 6pm
■ Energy Recovery and Reuse (<i>*Pre-requisites required</i>)	To be advised	9am – 6pm
■ Integrative Design for Energy Efficiency	To be advised	9am – 6pm

■ The SCEM exams will be centralised, SEAS will inform you accordingly on the exam dates.

■ *** All schedules are subject to changes.**

PERSONAL PARTICULARS

Full Name:					
(*Mr/Ms/Mrs/Dr)	(Name as in NRIC)				
NRIC no:		Date of Birth:			
	(dd/mm/yyyy)				
Gender:					
Employment Status:	*Employed / Unemployed		Others: _____		
Nationality (*Please circle)	*Singaporean / Permanent Resident		Others: _____		
Marital Status (*Pls circle)	*Single / Married				
Address:					
			Postal Code:		
Contact No:	HP		DID		Home
Company Email:					
Personal Email:					
Preferred Mailing Address:	<input type="checkbox"/> Home <input type="checkbox"/> Office				

CONTACT PERSON PARTICULARS (if different from candidate)

Contact Person:					
(*Mr/Ms/Mrs/Dr/Prof)	(Full Name)				
Designation:					
Contact No:	(Hp)		(DID)		(Fax)
Email:					

EMPLOYMENT RECORDS

Current Employment

Company Name:
 (Full Name)

Address:
 Postal Code:

Contact No: (Main Line) (Fax)

Website:

Designation:

Department:

Job Scope:
 (Detailed Description)

Employment Year: Industry Sector:

Previous Employment

Company Name	Designation	Duration		
		From (mm/yy)	To (mm/yy)	Yrs

QUALIFICATION RECORDS

Highest Qualification

Title of Qualification:

Institution:

Country:

Year Obtained: ☐ Full Time ☐ Part Time

Other Qualifications (Professional & Academic)

Institution Name	Qualification	Duration		
		From (mm/yy)	To (mm/yy)	Yrs

GREEN MARK MANAGER (GMM) / Energy Efficiency National Partners (EENP)

+Has Attended GMM: ☐ Yes ☐ No

+If yes, to be exempted for: ☐ Lighting Systems & Building Envelope

+ Employee of EENP: ☐ Yes ☐ No

GRANT APPLICATION

+Applying for Grant: ☐ Yes ☐ No

+Sponsor: ☐ Self-Sponsor ☐ Company Sponsor

REASONS FOR ATTENDING SCEM TRAINING

ADMINISTRATIVE INFORMATION

Registration and Payment:

Required documents – E2I Grant Holder:

- ☐ Copy of company letter by current employer (company sponsored) or self-declaration letter (self-sponsored)
- ☐ Copy of Degree in Engineering
- ☐ Copy of participant's CV stating in detail about his/her job scope in order to assess if they could meet the 1 year relevant engineering experience requirement in energy management of facilities.
- ☐ Copy of NRIC or documentary proof of Singapore Permanent Resident
- ☐ Duly signed Terms and Conditions
- ☐ Crossed cheque of \$5,885.00 (**Full course fees for 6 modules**) to make payable to: 'Sustainable Energy Association of Singapore'. Exam fees charged separately at S\$85.60/exam (inclusive of GST).

Required documents - Non Grant Holder:

- ☐ Copy of Degree in Engineering/related Academic Certificates
- ☐ Copy of Employment Pass/Passport or documentary proof of Nationality
- ☐ Copy of participant's CV stating in detail about his/her job scope in order to assess if they could meet the 1-year relevant engineering experience requirement in energy management of facilities.
- ☐ Crossed cheque of \$5,885.00 (**Full course fees for 6 modules**) to make payable to: 'Sustainable Energy Association of Singapore'. Exam fees charged separately at S\$85.60/exam (inclusive of GST).

Please ensure all supporting documents are enclosed with your application form and send it to:

No. 180 Kitchener Road #06-10 City Square Mall Singapore 208539 (Att: Training Department)

Important Information:

- ☐ Application form without complete information and signature will not be considered.
- ☐ Application will be only processed upon receipt of payments.
- ☐ Please ensure that your **degree certification is recognized for SCEM certification**.
- ☐ SCEM Exam is available twice a year, Feb/Mar and Sept/Oct
- ☐ **For SCEM certification: Applicants who possess a non-recognised degree are required to possess a minimum of 3 years relevant post-graduate experience; Submit a 2000-word report to SCEM Registry (upon SCEM Registry advice).**
- ☐ Training grant is available to full SCEM Programme at Professional course, that means 4 cores and 2 electives; Not applicable to modular registration.
- ☐ Full course fee is payable upfront and training grant will be reimbursed by modular basis upon passing of exams.
- ☐ SEAS would not be liable for candidates who are unable to complete the programme (attend and pass all modules).
- ☐ There will be a cancellation charge of S\$535.00 for any withdrawal after confirmation of registration.

Name of Participant

Signature of Participant

Date

- ☐ **Kindly endorse below, applicable for Company Sponsored Trainee:**

*Name and
 Designation of Authorised Personnel*

Signature of Authorised Personnel

Company Stamp

OFFICIAL USE

- | | | | | |
|----------------------|---------------------------------------|--|---|--------------------------------------|
| Grant application: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | |
| Sponsorship: | <input type="checkbox"/> Self-Sponsor | <input type="checkbox"/> Company-Sponsor | | |
| Supporting Doc: | <input type="checkbox"/> NRIC | <input type="checkbox"/> Certificate | <input type="checkbox"/> Company Letter | <input type="checkbox"/> Employee CV |
| Course fee received: | <input type="checkbox"/> Yes | Date: | Payment Mode: | |