

MODULE

Module

- WSQ Perform Design and Installation of PV Systems & WSQ Perform Maintenance of PV Systems
- Assessment

Dates

11, 12, 13, 14, 15 and 18,
19, 20, 21, 22 Sept 2017

22 Sept 2017

Timing

9.00am – 6.00pm

9.00am – 12.30pm

PERSONAL PARTICULARS

Full Name:								
(*Mr/Ms/Mrs/Dr)	(Name as in NRIC/Passport)							
NRIC/Passport No:			Date of Birth:			Age:		
(dd/mm/yyyy)								
Gender:								
Employment Status:				Others: _____				
Nationality:	<input type="checkbox"/> Singaporean <input type="checkbox"/> PR		Other Nationality: _____					
Address:								
Postal Code:								
Contact No:	(Hp)			(Tel)			(Fax)	
Company Email:								
Personal Email:								

CONTACT PERSON PARTICULARS

Contact Person:
(*Mr/Ms/Mrs/Dr/Prof)

 (Full Name)

Designation:

Contact No:

(Hp) (Tel) (Fax)

Email:

HR MANAGER / DIRECTOR PARTICULARS

Name:
(*Mr/Ms/Mrs/Dr/Prof)

 (Full Name)

Contact No:

(Hp) (Tel) (Fax)

Email:

EMPLOYMENT RECORDS

Current Employment

Company Name:
(Full Name)

Address:
 Postal Code:

Contact No: (Main Line) (Fax)

Website:

Designation: Monthly Salary:

Department:

Job Scope:

Employment Date: Industry Sector:

In Company: More than 3 months Less than 3 months

No. Local Worker: No. Foreigner Worker:

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

WDA FUNDING APPLICATION

+Applying for Funding: Yes No

DECLARATION

- I hereby declare that the particulars given in the Application Form are true and correct in every respect. I understand that the application will be disqualified if any information given is found to be untrue and the fees paid will be forfeited.
- I accept that SEAS reserves the right to change course venue, cancel or reschedule the course if necessary or warranted by circumstances beyond their control.
- I accept that SEAS reserves the right to amend the terms and conditions at its own discretion without prior notice.
- I also accept that SEAS reserves the right to accept or reject the application for whatever reason and no refund of fees will be made for withdrawal on or after the commencement of the course for which the applicant has been accepted.
- I accept that I have to abide to the schedule given by SEAS, and attain minimum 75% attendance for all modules.
- I understand that if I am offered a training place in WSQ module, WSG will be investing resources to help train and equip me with the necessary skills to work in the Process Industry. I will put in my best effort and complete the training programme and assessment.
- I am obligated to participate in any survey conducted by SEAS or WSG for the purpose of tracking for a period of **three to four months** after the completion of my training. Tracking of outcomes is applicable to both the trainee and the supervisor.

INFORMATION FOR COMPANY TO TAKE NOTE

- HR Personnel of the company must ensure all the surveys conducted by SEAS are returned to SEAS at the specific date given.
- In any of the following event, the company will not be eligible for any funding support during the training. The company will also be liable to refund all the relevant cost incurred by WSG and by SEAS:
 - a) Candidate drop out and fail to complete the training programme;
 - b) Candidate is certified incompetent during the assessment;
 - c) Candidate in any way render himself/herself unable or unsuitable to pursue the programme; or
 - d) Candidate is expelled due to serious breach of discipline (including high absenteeism)
- The application must be accompanied by a photocopy of NRIC/Passport, and a letter from their sponsoring organization certifying their date of employment, current designation and salary.

Cancellation

- SEAS reserves the right to change programme venue, cancel or reschedule the programme if necessary or warranted by circumstances beyond control.
- **For any withdrawal during or 2 weeks before the programme, full course fees of S\$3,531.00nett is payable and non-refundable.**

Confirmation of Registration

- Registration is confirmed only upon receipt of payment.
- Confirmation of course details (date/time/venue) will be given to candidates 7 working days before the commencement date via email.

Module Fee and Subsidy

- Module Fee: S\$3300/pax (S\$3,531.00nett/pax, inclusive of 7% GST, to make payable upfront)
- WSG Funding*: \$1110 (Course fee after subsidy: \$2,190)
- Total Funding if Sponsored Company is an SME: \$2,970.00
- No Re-assessment will be allowed

** All prices subjected to 7% GST

Eligibility for WSG Funding (Applicable to Company Sponsored Trainee Only)

- Singaporean / PR
- Achieve at least 75% of attendance
- Complete and pass all required assessments; Candidate must be deemed **Competent** to be eligible for reimbursement of grant after complete the full course and all given assignments.
- To retain in current job for at least 3 months after completion of training
- Complete all surveys
(Funding details subjected to revision based on latest funding rate)

Required Payment Upon Registration – Course fees is payable upfront.

- Crossed cheque of \$3,531.00 nett to make payable to “Sustainable Energy Association of Singapore”

Required documents:

- Completed Application Form
- Company letter by current employer (certifying their date of employment, current designation and salary)
- Copy of academic certificates, with electrical installation skills
- Copy of participant’s CV stating in detail about his/her job scope.
- Copy of NRIC or documentary proof of Singapore or Permanent Resident and other status

Please send completed application, cheque payment and supporting documents to:

No. 1 Cleantech Loop #02-16 Cleantech One Singapore 637141(Att: Training Department)

(Please note that faxed application is not accepted. Application form without complete information will not be accepted.)

Name of Participant

Signature

Date

Name of Authorised Personnel
[Designation]

Signature

.....
Company Stamp

OFFICIAL USE

Courses applying: _____

Course date: _____

Funding application: Yes No

Supporting Doc: NRIC Certificate Company Letter Employee CV

Course fee received: Yes No

Date: _____

Received by: _____

Date: _____

**Delete as appropriate
+Please tick accordingly*