

Applicant's Full Name: _____
(As per NRIC)

NRIC (last 4 digits): _____

Course that you are applying for: _____

Course Start Date: _____

Campus: NIEC (City / NP / TP)* _____

**Please circle whichever is applicable*

Section A1: Sponsoring Company Billing Details (To be completed by Company)

(*Please note that for enrolment of course runs with a start date from 1 November 2020 onwards, Enterprises are no longer required to update business information on SkillsConnect. Your SME status will be derived from government data and the applicable SME funding will be accorded. Please submit your declaration of SME status in EPJS ([Enterprise Portal for Jobs & Skills](#)) only if you find your SME status is inaccurate.)

SME Status*	SME / Non-SME (Please circle whichever applicable)
UEN	
Full Company Name	
Company Contact Person	
Company Contact Number	
Company Email	
Company Billing Address	

Note: Please complete Section A2/B1/B2 only if applicant is sponsored by company under the Career Conversion Programme (CCP) scheme and acknowledge with authorised signatories at the end of page 2.

Section A2: CCP Eligibility Criteria Declaration (To be completed by Company)

Please circle the appropriate option:

Company is registered or incorporated in Singapore	(Yes / No)
Company is an ECDA-licensed pre-school	(Yes / No)
Company is offering a full-time PMET position related to job role which the CCP is for and at least a 12-month employment contract from the start date of the course	(Yes / No)
Company is offering with a minimum fixed monthly salary of \$2,400 or more for CCP Preschool Educator; \$1,900 or more for Infant & Early Years Educator with effect from 1 June 2023	(Yes / No)
Applicant is not a shareholder of the CCP company, or its related companies	(Yes / No)
Applicant is not related to the owner(s) of the CCP company	(Yes / No)
Applicant is not an immediate ex-staff of the CCP company or its related companies	(Yes / No)
Applicant is an ex-offender (for enhanced funding support under JGI ¹)	(Yes / No)
Applicant is a person with disabilities (for enhanced funding support under JGI)	(Yes / No)

Section B1: Past Employment History (To be completed by Applicant)

Please list your employment history, starting from the most recent employment before joining the CCP scheme.

Company Name	
Sector/Industry	
Designation	
Job Description	
From (DD-MM-YYYY)	
To (DD-MM-YYYY)	
Salary	

¹ JGI refers to Jobs Growth Incentive.

Retrenched (Y/N)

Note: If you have more than 1 employment history to declare, please attach the information separately. (e.g. resume)

Section B2: CCP Eligibility Criteria Declaration (To be completed by Applicant)

Please circle the appropriate option:

I am a Singapore Citizen/Permanent Resident aged 21 years and above at the point of application (as of birth year)	(Yes / No)
I have either <i>graduated or completed National Service, whichever is later*</i> , at least two years (24 months) at the point of course application date	(Yes / No)
I am newly hired by a participating ECDA-licensed pre-school	(Yes / No)
I have fulfilled the minimum course entry requirements	(Yes / No)
I was not in the same job role prior to joining the CCP	(Yes / No)
I am not a shareholder of the CCP company, or its related companies	(Yes / No)
I am not related to the owner(s) of the CCP company	(Yes / No)
I am not an immediate ex-staff of the CCP company or its related companies	(Yes / No)
I have not been hired for more than 6 months in the CCP company prior to course application date	(Yes / No)
I am not receiving other sources of funding for similar programmes, or for same funding component with similar objectives/ outcomes, unless otherwise agreed by WSG in writing	(Yes / No)
I have been unemployed for more than 6 months before joining the current CCP company	(Yes / No)
*Either graduated from school OR (for male applicants) completed NS	

Acknowledgement

Both Applicant and Company certify that all information declared is true and complete. Both parties agree that any misrepresentation or omission of information may affect the applicant's eligibility for salary support or course fees funding. Both parties will authorise any investigation of the above information for the purpose of verification.

For company-sponsored applications, NIEC will not be responsible for contractual obligations, disputes and grievances between the company and applicant. Course fees will be billed to the sponsoring company accordingly.

By signing this declaration:

1. The Applicant agrees and consents that their Personal Data collected will be used by NIEC for Company-Sponsored application processing and disclosure (share) to Workforce Singapore (WSG).
2. The Company confirms their sponsorship for the applicant mentioned above. In addition, the Company acknowledges that:
 - a. Submission of ACRA profile is compulsory (for CCP applications only) and must be uploaded during course application. The ACRA profile (dated within 6 months of the CCP application date) should be the same as per the company attributed for salary payment to the applicant.
 - b. For companies that are applying for WSG's salary support, they should not apply for SkillsFuture Singapore (SSG)'s absentee payroll funding.
 - c. To comply with the **Minimum Qualifying Salary** for the CCP for Early Childhood with effect from 1 June 2023.

CCPs	Minimum Qualifying Salary (Monthly)*
CCP for Preschool Educators	\$2,400
CCP for Infant & Early Years Educator	\$1,900

**The salary refers to the fixed monthly salary received by CCP trainee(s) from their employer during the CCP training, comprising basic monthly salary and fixed monthly allowance (if any).*

Company Authorised Signatory : _____

Name and Designation : _____

Company Stamp : _____

Date : _____

Signature of Applicant : _____

Date : _____