

## Skill Evaluation Certification (Knowledge) Application Form

Trade name: <b>Fibre Optics Installation</b>		Course fee before GST: <input type="checkbox"/> \$2240 (training + Test) <input type="checkbox"/> \$464 (Direct Test)	
Name:		NRIC No / Passport No:	
Work Permit No:		CoreTrade / Multi-skilling Registration No:	
Date of Birth:		Nationality	
Sex:	Tel / HP No	Age:	
<b>For company sponsored application</b>			
Company UEN No		Company Name	
Contact Person		Telephone No	
Email:		Fax No.	
Mailing Address:			
<p><b>DECLARATION</b> <i>(Please read the declarations and acknowledge below)</i></p> <p>*I/We confirm all information given in this application is true and accurate and the above applicant meets the entry requirements.</p> <p>*I/We agree that there will be no refund of the course and/or test fee if the applicant is registered in a wrong trade and the test result will be invalid.</p> <p>*I/We agree to allow BCA to disclose to other government agencies and/or the Government any information relating to me/us in connection with, arising from or relating to this application, including but not limited to *my/our personal particulars and *my/our test results.</p> <p>*I/We agree that this application will only be processed only upon receiving full payment from the applicant. A confirmation email will be sent upon successful registration.</p> <p>*I/We agree that there will be no replacement of candidate, change of trade test and refund course and/or test fees once the confirmation email has been sent.</p> <p>*I/We agree that all requests for deferment, postpone or withdrawal from the course / test is subjected to BCA approval, on a case-by-case basis. An administrative charge will be levied for each successful request.</p> <ul style="list-style-type: none"> <li>For deferment / postponement / withdrawal request put forward in writing 7 working days before course starts date, a 50% charge of the total fees will be payable.</li> <li>For deferment / postponement / withdrawal request put forward in writing less than 7 working days before course starts date, a 100% charge of the total fee is payable.</li> </ul> <p>*I/We agree not to hold James Contractor Pte Ltd liable if the applicant does not satisfy or comply with the terms and conditions for the Workforce Training and Upgrading (WTU) fund.</p> <p>*I/We agree that James Contractor Pte Ltd reserves the right to amend any details in this form, revise course and/or test fee, cancel or postpone the course without prior notice.</p> <p>*I/We acknowledge that *I/We have read and understood James Contractor Pte Ltd <b>Data Protection Policy</b> (<a href="https://www.jamesctr.com/data-protection-policy">https://www.jamesctr.com/data-protection-policy</a>), and consent to the collection, use and disclosure of my personal data by James Contractor Pte Ltd for the purposes set out in the policy.</p> <div style="text-align: right; margin-top: 20px;"> <div style="border: 1px solid black; width: 150px; height: 60px; display: inline-block;"></div> <p style="margin-left: 10px;">Company Stamp (For company application only)</p> </div> <p style="margin-top: 20px;">Signature: _____ Name / Designation / Date</p>			

*\* Delete as applicable*

**CHECKLIST** (Please send the completed application form and the documents to [atc@jamesctr.com.sg](mailto:atc@jamesctr.com.sg))

- Worker's NRIC (for Singaporean or PR) or valid work permit / employment pass (for foreigner), front and back in a single page
- Worker's passport (for foreigner)
- Worker's employment details from MOM Website (if applicable)
- 1<sup>st</sup> Skills Evaluation Certificate (SEC/SEC(K))
- BCA Acknowledgement Notice (Printed from Multi-skilling registration website)
- Full payment (All cheque payment should be made payable to "**James Contractor Pte Ltd**".)

