



Center for Competency-Based Learning and Development (CBLD) Pte Ltd  
140 Paya Lebar Road #06-05 AZ @ Paya Lebar S(409015)  
Phone: (65) 6339 9272 Fax: (65) 6222 2370

S/N:

**NON-WSQ COURSE APPLICATION FORM**  
**CONFIDENTIAL**

Version 4 (25 August 2016)

**Personal Information**

Name (as in NRIC) : \_\_\_\_\_ Sex : Female / Male  
(Pls underline your Surname)  
Residential Address : \_\_\_\_\_ Tel (H) : \_\_\_\_\_  
(For self-sponsored only) \_\_\_\_\_ Tel (O) : \_\_\_\_\_  
Office Email : \_\_\_\_\_ Tel (HP): \_\_\_\_\_  
Personal Email : \_\_\_\_\_  
Date of Birth : \_\_\_\_\_ Age : \_\_\_\_\_  
NRIC/Fin No: \_\_\_\_\_ Nationality : \_\_\_\_\_  
Singapore PR: Yes / No (Please circle where appropriate) Race: \_\_\_\_\_  
Highest Education: Secondary / 'O' Level / NTC 3 / NTC 2 / 'A' Level / Diploma / Degree / Others: \_\_\_\_\_  
(please specify)  
Language Proficiency: English / Mandarin / Malay / Tamil

**Employment Details**

Company Name : \_\_\_\_\_  
Industry: \_\_\_\_\_  
Designation: \_\_\_\_\_

**Choice of Course**

	<u>Training Program</u>	<u>Date of Training</u>	<u>For official use</u>
<input type="checkbox"/>	<b>Ace the Interview, Get your Dream Job</b>		

How would you apply the skills acquired from the course?

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## Invoicing Details

Invoicing Address:

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Attention to: *(person to receive the invoice)*

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Contact No. *(contact no. of the person receiving the invoice)* : \_\_\_\_\_

Email Address *(email address of the person receiving the invoice)* : \_\_\_\_\_

## Terms and Conditions

- 1 Participants must be at least **18 years of age**
- 2 Applicants that have special requirements when attending courses should highlight their concerns during application. We will advise the individual accordingly.
- 3 Be able to listen and speak English at a proficiency level equivalent to **Workplace Literacy and Numeracy (WPLN) Level 8**
- 4 Be able to read and write English at a proficiency level equivalent to **Workplace Literacy and Numeracy (WPLN) Level 8**
- 5 Be able to manipulate numbers at a proficiency level equivalent to **Workplace Literacy and Numeracy (WPLN) Level 7**
- 6 Once enrolled in the course, participants must adhere to all rules and regulations of the institution conducting the course
- 7 Regardless of any reasons, if the participant subsequently cancels or postpones a confirmed booking, a cancellation fee will be levied as follows:
  - 1) More than 2 weeks before class commencement No Penalty
  - 2) Less than 2 weeks before class commencement 50% of the course fee before funding
  - 3) Less than 1 week before class commencement 100% of the course fee before funding
- 8 Additional criteria, terms and conditions may be added to specific courses.
- 9 CBLD reserves the right to reveal information of participants for the purpose of publicity and/or statistical studies unless such right is revoked in writings by the participants.

## Use of Personal Information

I agree / do not agree\*\* to give CBLD Pte Ltd the rights to use and reveal my information for the purpose of CBLD's publicity and / or statistical studies.

\*\**(Please circle accordingly)*

## Declaration

- 1 I hereby give the consent to CBLD to hold any photography and/or video recording session during training for the purpose of CBLD's publicity.
- 2 I hereby declare that the information given in this application is true and correct and that I have not willfully suppressed any material fact.
- 3 I have read the terms and conditions for application and agree to abide by it.

\_\_\_\_\_  
Signature of Applicant / Person-in-Charge

\_\_\_\_\_  
Date

\* Please make payment by Cash or crossed Cheque to 'CBLD Pte Ltd' and include your name, NRIC number, course title and course **dates at the back of the cheque.**