



Baking Industry Training College

WORKFORCE SKILLS QUALIFICATIONS (WSQ) COURSE APPLICATION FORM

IMPORTANT INSTRUCTIONS:

1. Please complete the application form and submit to us via Email to info@bitc.edu.sg or Post to Blk 162 Bukit Merah Central, Singapore 150162 or Contact: 6276 6337.
2. Self-sponsored WTS applicants must submit a copy of the WTS supporting document.
3. All payments must be made by Cash, NETS, Cheque or SkillsFuture Credit claims. Cheque must be crossed and made payable to "Baking Industry Training College Pte Ltd".

COURSE APPLYING FOR *

Course Title	Course Ref No	Course Dates
<input type="checkbox"/> Make Basic Breads	CRS-Q-0032387-FSS	
<input type="checkbox"/> Make Café-Style Breads	CRS-Q-0034382-FSS	
<input type="checkbox"/> Bake Artisan and Decorative Breads	CRS-Q-0034430-FSS	
<input type="checkbox"/> Make Basic Cakes	CRS-Q-0032386-FSS	
<input type="checkbox"/> Prepare Advanced Cakes	CRS-Q-0034219-FSS	
<input type="checkbox"/> Make Muffins and Scones	CRS-Q-0033291-FSS	
<input type="checkbox"/> Make Tarts and Short-Crust Pastries	CRS-Q-0032264-FSS	
<input type="checkbox"/> Make Choux Pastries	CRS-Q-0038577-FSS	
<input type="checkbox"/> Make Puff Pastry Products	CRS-Q-0038576-FSS	
<input type="checkbox"/> Make Yeast-raised Pastries	CRS-Q-0038578-MF	
<input type="checkbox"/> Make Cookies	CRS-Q-0033306-FSS	
<input type="checkbox"/> Prepare Sweet & Savoury Fillings, Sauces & Creams	CRS-Q-0037548-FSS	
<input type="checkbox"/> Prepare Basic Dim Sum Dishes	CRS-Q-0034044-FSS	
<input type="checkbox"/> Prepare Dry Heat and Moist Heat Asian Desserts (Intermediate Dim Sum)	CRS-Q-0034161-FSS	
<input type="checkbox"/> Prepare Advanced Dim Sum Dishes	CRS-Q-0033740-FSS	

PERSONAL PARTICULARS *

Name in Full (as in NRIC / Passport)																									
Nationality	<input type="checkbox"/> Singapore Citizen <input type="checkbox"/> Singapore Permanent Resident <input type="checkbox"/> Others For PR/ Others, please Specify: _____															NRIC No. / FIN No. / Passport No.									
Mailing Address																									
Contact No.	Mobile										Home/ Office														
Email Address																									
Date of Birth																Gender					<input type="checkbox"/> Male <input type="checkbox"/> Female				
Race	<input type="checkbox"/> Chinese <input type="checkbox"/> Malay <input type="checkbox"/> Indian <input type="checkbox"/> Eurasian <input type="checkbox"/> Others (please specify _____)																								
Emergency Contact	Name										Relationship										Contact No.				

EDUCATIONAL QUALIFICATIONS *

Highest Level of Education	<input type="checkbox"/> University Post-Graduate <input type="checkbox"/> Degree <input type="checkbox"/> Diploma <input type="checkbox"/> 'A' Level <input type="checkbox"/> 'O' Level <input type="checkbox"/> 'N' Level <input type="checkbox"/> ITE <input type="checkbox"/> PSLE <input type="checkbox"/> Others, pls specify _____														
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EMPLOYMENT *

Employment Status	<input type="checkbox"/> Employed <input type="checkbox"/> Self-Employed <input type="checkbox"/> Unemployed			
Name of Company				
Designation				
Salary Range	<input type="checkbox"/> Below \$1000 <input type="checkbox"/> \$1,000 - \$1,499 <input type="checkbox"/> \$1,500 - \$2,000 <input type="checkbox"/> \$2001 - \$2,499 <input type="checkbox"/> \$2,500 - \$2,999 <input type="checkbox"/> \$3,000 - \$3,499 <input type="checkbox"/> \$3,500 and above			
For company-sponsored staff, please provide the following details.				
Company Address				
Contact Person		Contact No.		Email Address

FUNDING *

No funding	<input type="checkbox"/> Full Course Fee (without Funding)			
Normal (50% at max \$15/hr or 80% at max \$17/hr)	<input type="checkbox"/> Self-Sponsored: Singaporeans between 21 to 39 yrs old/ PR <input type="checkbox"/> Company-Sponsored: Non-SMEs (Singaporeans less than 40 yrs old/ PR)			
Enhanced - 90%	<input type="checkbox"/> Self-Sponsored: Singaporeans aged 40 yrs old and above <input type="checkbox"/> Company-Sponsored: Non-SMEs (Singaporeans aged 40 yrs old and above) <input type="checkbox"/> Company-Sponsored: SMEs (SG/ PR)			
To use SkillsFuture Credit	<input type="checkbox"/> Yes <input type="checkbox"/> No (If 'Yes', Claim ID: _____ Amount of Credit to be Used: S\$ _____)			

HOW DID YOU GET TO KNOW ABOUT OUR PROGRAMS?

<input type="checkbox"/> BITC's Website	<input type="checkbox"/> SSG's Website	<input type="checkbox"/> Social Media (Facebook, Twitter, LinkedIn, etc)	<input type="checkbox"/> Email
<input type="checkbox"/> Word-of-Mouth	<input type="checkbox"/> Existing Student	<input type="checkbox"/> Roadshow/ Events	<input type="checkbox"/> Others (pls specify: _____)

TERMS AND CONDITIONS

1. Enrolment

1.1 BITC reserves the right to cancel or re-schedule the course or change the course fee/ venue as and when it considers appropriate or the circumstances so require. BITC's decision is final.

2. Withdrawal, Re-scheduling & Refund Policy

2.1 Refund of course fees will be based on the following conditions:

- More than 10 working days before course commencement date: 100% refund of course fees
- 4 to 10 working days before course commencement date: 50% refund of course fees
- 3 or less working days before course commencement: No refund

3. Funding Requirements

3.1 Trainee must meet at least 75% attendance for the training and marked 'Competent' for the assessment to be eligible for funding.

4. Appeal & Re-assessment

4.1 In the case of making an appeal concerning the assessment result and the appeal is successful, a re-assessment fee of \$53.50 is payable.

DECLARATION BY APPLICANT

- I declare that all of the information provided by me in this application form is true and correct. I understand that any false statement(s) and/or misrepresentation(s) is/are sufficient ground(s) for the rejection of my application.
- I give consent to the BITC or its appointed agent and the relevant authorities to contact me for the purpose of sending course/upskilling information and obtaining feedback on the effectiveness of training and its application to the workplace.
- I give consent to BITC's use of my images and any related materials for the purpose of training, assessment, documentation and marketing activities on BITC's media and documents.

Name of Applicant

Signature

Date