

Application Form for Professional Development Courses

ALL information declared by the applicant is strictly confidential and it will be used solely for school purpose ONLY.

PARTICULARS OF APPLICANT			
Full-Name as in NRIC/Passport			
FIN No. /NRIC No.		Nationality	
Singapore Address		Gender	Male / Female*
		Singapore IC	Pink / Blue*
Occupation		Highest qualification(s)	
E-mail Address		Singapore Contact No:	
Course Title		Intake Date	

*Delete when applicable

Important Notes:

1. I confirm that all the information stated in this application is true, complete and correct. I understand that my application shall be withdrawn by SDH Institute if the information herein provided proves to be false.
2. A minimum of 10 participants is required before a class may commence.
3. Registration is confirmed upon receipt of payment.
4. SDH Institute reserves the right to cancel or reschedule the course, change the venue or course contents if necessary.
5. In the event that SDH Institute cancels, or changes the date of commencement of the course, SDH Institute shall furnish all applicants registered for that run with prior written notice of such cancellation or change of date at least 3 calendar days prior to the revised date or original date of commencement of that run, whichever is earlier.
6. If applicant's written notice of withdrawal is received more than 7 calendar days before course commencement date, 100% of the course fee shall be refunded to the applicant. However, if applicant's written notice of withdrawal is received less than 7 calendar days before course commencement date, the applicant shall not be entitled to any refund. While the full disbursed SkillsFuture Credit will be returned to individual through SSG if applicant does not attend the course at all or withdraws from the course before the course commencement date, SDH Institute shall claim the qualifying fees (course fee) directly from the applicant.
7. SDH Institute is committed in maintaining the confidentiality of the Participant's personal information and undertakes not to divulge any of the applicant's personal information to any third party without the prior written consent of the participant. (unless request from government agencies or data necessary for any investigation or proceedings.)

DECLARATION BY APPLICANT

I HAVE READ AND UNDERSTOOD THE ABOVE TERMS AND CONDITIONS.

Student Name: _____

Student's Signature: _____

Parent/Guardian Name: _____

Parent/Guardian's Signature: _____

(If the student is under 18 years old)

Official Use Only: