

SHATEC
THE INTERNATIONAL HOTEL & TOURISM SCHOOL
(SINGAPORE)

Programmes [#]	Year	Intake Month				Upgrader (Yes/No)
		Jan	Apr	Jul	Oct	
WSQ Advanced Certificate in Food and Beverage Supervision						
WSQ Higher Certificate in Culinary Arts						
WSQ Higher Certificate in Pastry and Bakery						
WSQ Diploma in Tourism						
Diploma in Hotel Management						
Diploma in Culinary Skills						
Diploma in Pastry and Baking						
Higher Diploma in Hospitality Management						

B. PERSONAL PARTICULARS (IN BLOCK LETTERS)

[illegible][illegible][illegible]

Date of Birth (DD/ MM /YYYY):			/			/		
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Email Address: _____

Please attach
a recent
photograph

B. PERSONAL PARTICULARS (CONT'D)Overseas Address (**For International Applicants ONLY**):

_____ Postal Code _____

Overseas Contact Number (**For International Applicants ONLY**): (Home) _____ (Mobile) _____Mailing Address (☐ Tick if same as Residential Address in Singapore):

_____ Postal Code _____

C. FAMILY PARTICULARS

Parent's/ Guardian's /Spouse's Name: _____ Relationship to applicant: _____

Contact Number: (Home) _____ (Mobile) _____ Email: _____

D. EMERGENCY CONTACT: (☐ Tick if same as Section C)

Name _____ Relationship to applicant: _____

Contact Number: (Home) _____ (Mobile) _____ Email: _____

E. QUALIFICATIONS (*Please attach copies of relevant certificates and transcripts.*)

Please state in chronological order (from most recent), all school(s) attended / currently attending and qualification(s) attained.

From (MONTH/YEAR)	To (MONTH/YEAR)	Schools	Country	Qualifications Attained
___/____	___/____			
___/____	___/____			
___/____	___/____			

Highest Qualification Level : *Primary & Below / Secondary / Post-Secondary / Diploma / Degree and Above

Other certificates/ awards/ honours / training attended:

*To delete accordingly

F. NATIONAL SERVICE (Applicable to Singaporean males only)
☐ Completed ORD Date (DD/MM/YYYY):

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☐ Exempted (Please attach supporting documents)
☐ Pre-enlisted Date of Enlistment (If applicable) (DD/MM/YYYY):

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G. EMPLOYMENT HISTORY (if applicable)

List in chronological order (from most recent).

From (MONTH/YEAR)	To (MONTH/YEAR)	Employer	Country	Position
___/____	___/____			
___/____	___/____			
___/____	___/____			

H. OTHER INFORMATION (Please circle accordingly)

Have you ever been arrested by the police or convicted of a criminal offence? Yes / No

Have you ever been convicted in a court of law in any country? Yes / No

Have you been charged with any offence in a court of law in any country for which the outcome is not yet known? Yes / No

Have you ever been dismissed from employment for misconduct or poor performance? Yes / No

Have you ever suffered or are you suffering from any physical impairment, medical condition, allergy, depression, disease or mental illness? (Provide supporting medical documents) Yes / No

Please provide details if you have answered "YES" for any of the above questions.

I. COMPANY SPONSORSHIP CONFIRMATION (If applicable)

This is to certify that the applicant, (Name as per NRIC) _____ will be fully sponsored by (Company name as per ACRA) _____.

Name of Sponsor: _____ Designation: _____

Signature of Sponsor: _____

Date (DD/ MM/ YYYY):

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 Company Stamp: _____

Billing Company: _____ Business Reg. No: _____

Billing address: _____ Postal Code: _____

Contact No: _____ (Office) Fax: _____ Email: _____

Payment and GST

Company Sponsored applicant(s): The official invoice will be handed over to the sponsored applicant(s) upon application and successful admission into SHATEC.

Please make your cheque payable to "**Shatec Institutes Pte Ltd**" and mail it to: **21 Bukit Batok Street 22 Singapore 659589**. (Please indicate your Company Name, Applicant(s) Name, Course Title and Intake on the back of the cheque). GST is not applicable for companies registered overseas.

WDA Subsidy (Full Fee) Eligibility Criteria

For companies that are registered or incorporated in Singapore and training is fully sponsored by the companies. Applicants must be employees who are either Singapore Citizen(s) or Singapore Permanent Residents (SPRs). Applicants must ensure that they achieve at least 75% attendance.

*Please refer to SkillsConnect at <http://www.skillsconnect.gov.sg/> for any changes or updates to the terms and conditions.

For companies claiming WDA Subsidy, please note that you are required to pay Shatec Institutes Pte Ltd the full Course fee in the event of any of the following circumstances:

- No show of applicant(s)
- Applicant(s) is/are no longer under the employment of the Sponsored company
- Applicant(s) is/are retrenched from the Sponsored company
- Subsidy rejected by WDA

J. PERSONAL DATA PROTECTION and PRIVACY POLICY

☐ (Please tick) I understand and acknowledge that:
SHATEC is committed to maintaining the confidentiality of my personal information and will undertake not to divulge any of my personal information to any third party without my prior written consent SUBJECT to the obligation of SHATEC to disclose to any Singapore government authority any information relating to me in compliance with the law and/or to the organization conferring/awarding the qualification.
SHATEC is authorized to contact, correspond and send information for school related purposes to me through any of the contact modes as provided within this application.

K. DECLARATION

☐ (Please tick) I hereby declare that all information provided by me in connection with this application is true, accurate and complete. I understand that any inaccurate, incomplete or false information given or any omission of information required shall render this application invalid and SHATEC may at its discretion withdraw any offer of acceptance made to me on the basis of such information or, if already admitted, I may be liable to disciplinary action, which may result in my expulsion from SHATEC. And I hereby authorize SHATEC to obtain and verify any part of the information given by me from or with any source, as it deems appropriate.

Signature of Applicant

Date

K. OFFICIAL USE ONLY

For Use by First Interviewer Only	Interviewed by _____ Date: _____
	Comments
Status: *Recommended/ Not Recommended	

For exceptional cases (applicants who do not meet minimum entry requirements)

For Use by Director, Academic and Student Development only	Comments _____ Date: _____
Status: *Second Interview Required / Recommended / Not Recommended	

For Use by Second Interviewer Only	Interviewed by _____ Date: _____
	Comments
Status: *Recommended/ Not Recommended	

**To delete accordingly*