

**FY Institute of Technology (Singapore)**

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CPE Reg. No. 200407474W (23/11/2014 to 22/11/2018)

APPLICATION FORM - LOCAL

Please complete the form in BLOCK LETTERS. All information collected shall be treated with strictest confidentiality and is used solely for the purpose of completing course application and submission, in compliance with the Personal Data Protection Act 2012.

1. COURSE INFORMATION				
Name of Course Applied:			Commencement Date of Course:	Mode of study: [] Full-time [] Part-time
2. PARTICULARS OF APPLICANT				
[] Mr. [] Mrs [] Ms. Full Name (as printed on NRIC / Passport / Work Pass). Please underline the Family Name			NRIC / Passport Number / FIN: (Please attach copy of identity document)	
Residential Address:			E-mail:	
Sex: [] Female [] Male			Date of Birth:	Age:
Nationality:			Handphone:	
Name of person to contact in case of emergency:			Telephone Number:	
3. PRESENT EMPLOYMENT DETAILS				
Full Name of Company:				
Company Address:				
Job title/Designation:		Telephone:	Office telephone and extension:	
4. EDUCATION QUALIFICATIONS (START WITH LATEST QUALIFICATIONS)				
Name of Institution Attended	Duration		Award / Qualification Obtained / Awarding Organisation	
	From	To		
<i>Please attach copies of certificates and transcripts</i>				

5. COMPANY-SPONSORED APPLICANT ONLY

Name of Company:		Name of Company Representative:	
Designation:	Office Tel No.:	Office Fax No.:	Company E-mail Address:
Is company GST-registered? [] No [] Yes. GST Registration No.			
<p>Company Declaration:</p> <p>We certify that all statements made on this application are true and complete to the best of our knowledge. We agree that any misrepresentation or omission is sufficient ground for rejecting the application. We also authorise any investigation of the above information for the purpose of verification.</p>			
Name and Designation of Authorised Officer		Company Contact Number	
Signature of Company Representative	Company Stamp	Date	

6. PRE-ADMISSION COUNSELLING (To be explained by the Course Consultant to the applicant)

	Applicant has been briefed on course information (programme structure, examination timing, intakes, duration, admission requirements, English language proficiency requirement, types of awards)
	Applicant has been briefed on campus location and facilities
	Applicant has been briefed on fee structure and payment modes
	Applicant has been informed of the student contract and its terms and conditions
	Applicant has been briefed on FYIT transfer, withdrawal and refund policies and procedures
	Applicant has been briefed to refer to CPE website (www.cpe.gov.sg) for more information

7. DISABILITIES / SPECIAL NEEDS

Do you have any disability or medical condition that may affect your studies? [] No [] Yes
 If YES, please specify your disability or medical condition in the space provided below.

DECLARATION / TERMS AND CONDITIONS

- All cheques must be crossed and made payable to "FY Institute of Technology (Singapore) Pte Ltd". All course fees are payable upon submission of application form and are subject to the prevailing Goods and Services Tax (GST).
- Courses may be subjected to change in lecturer, content, date and venue due to unforeseen circumstances. Every effort will be made to inform the students before hand.
- While the school will provide all reasonable administrative support, it is the student's sole responsibility to ensure compliance with the attendance, examination and graduating regulations of the governing body.

Declaration

- I declare that all the information provided in this application is true and correct and I understand that misrepresentation or omission can constitute sufficient grounds for rejection of my application or withdrawal of any place which may be offered.
- I consent to the collection of my personal data for the purpose of processing the course application and the provision of student support and training administration. My personal data would not be disclosed to any third party except to the Council of Private Education, Edge Hill University or the relevant government agencies.
- I authorise FY Institute of Technology (Singapore) to investigate the above information for the purpose of verification.
- I understand that classes will be conducted only when there are sufficient paid-up applicants and FY Institute of Technology (Singapore) reserves the right to cancel or postpone any of the classes due to unforeseen circumstances.
- I have read, understood and agreed to the above mentioned terms and condition.
- I understand fully what has been communicated to me and I hereby acknowledge that I have been briefed on all of the above.

Signature

Date