

APPLICATION GUIDELINES FOR NTUC TRAINING AWARDS FOR DIPLOMA IN EMPLOYMENT RELATIONS

Eligibility

Applicant must be a union leader who has served the union with an uninterrupted service duration at least 3 years as at the date of application.

Number and Value of Award

Up to a maximum of 10 awards may be granted for applicants of the DER programme. The awards will cover 90% of the course fees (inclusive of GST).

Selection

Decisions by the selection committee will be final and no further correspondences will be entertained.

Non-Completion of the Programme

Successful awardees will have to reimburse NTUC for the full sponsored amount that they had received should they fail to complete the programme without valid reasons.

Suspension of Award

NTUC reserves the right to withdraw or suspend the award if at any time, in its opinion, the awardee's conduct or performance has not been satisfactory.

Closing Date for Application

The closing date for application of the awards will coincide with the closing date for application of the DER programme.

Application Procedures

Application forms can be obtained from the OTC Institute. For any enquiries, please contact Amy at Tel: 6213 8139 or email: tanse@ntuc.org.sg.



Ref No: _____

**APPLICATION FORM FOR
NTUC TRAINING AWARDS FOR DIPLOMA IN EMPLOYMENT RELATIONS**

Please send the completed form to:

Ong Teng Cheong Institute of Labour Studies
No.1, Marina Boulevard
#10-01, One Marina Boulevard
Singapore 018989
Tel: 6213 8133
Fax: 6327 3755
Email: tanse@ntuc.org.sg

PHOTO

A) PERSONAL PARTICULARS			
Name:		NRIC No:	
Home Address:			
Email Address:		HP: O: H:	
Date of Birth:	Age:	Gender: M/F *	Marital Status: Single/Married *
Citizenship: Singapore Citizen/ Singapore PR/ * Others :		Gross Monthly Salary:	
Occupation:		Current Employer:	
Highest Education Level :			

B) UNION INFORMATION

Name of Union :

No. of Years of Service as Union Leader :

Current Position in Union :

C) TOTAL HOUSEHOLD INCOME / NUMBER OF DEPENDENTS IN MY FAMILY

	Amount
Total Monthly Gross Salary Income of Applicant	
Total Monthly Gross Salary Income of Spouse	
Total Monthly Gross Salary Income of Working Children*	
Number of Dependent Children* (excluding working children)	
Number of Dependent Parents*	

*living under same roof

D) DECLARATION

- I. I hereby declare that all information given is accurate, failing which my application will not be considered.
- II. I have read and understood the guidelines on the NTUC Training Awards for Diploma in Employment Relations and I will abide by them.

Signature of Applicant_____
Date**E) UNION'S ENDORSEMENT**

Endorsement By:

Name_____
Position in Union_____
Signature_____
Date_____
Union Stamp