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**STUDENT REGISTRATION FORM**

Particulars (To be completed by Applicant) Please fill in or tick the boxes

COURSE REGISTRATION		
Mode of Study <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time Intake:	Start Date	End Date
Course Title		
<input type="checkbox"/> Diploma in Baking Arts & Science		
<input type="checkbox"/> Certificate in Bakery Management		
<input type="checkbox"/> Certificate in Sugar Craft		
<input type="checkbox"/> Maintain F & B Production Environment		
<input type="checkbox"/> Make Basic Breads		
<input type="checkbox"/> Make Café Style Breads		
<input type="checkbox"/> Bake Artisan & Decorative Breads		
<input type="checkbox"/> Make Basic Cakes		
<input type="checkbox"/> Make Muffins & Scones		
<input type="checkbox"/> Make Tarts & Short Crust Pastry		
<input type="checkbox"/> Make Cookies		
<input type="checkbox"/> Make Choux Pastries		
<input type="checkbox"/> Make Puff Pastries		
<input type="checkbox"/> Make Yeast-raised Pasties		
<input type="checkbox"/> Prepare Sweet & Savoury Fillings, Sauces & Creams		
<input type="checkbox"/> Make Hot & Cold Desserts		
<input type="checkbox"/> Prepare Advanced Cakes		
<input type="checkbox"/> Others _____		

Please write in BLOCK letters. Please fill in or tick the boxes  and delete (\*) as appropriate.

PERSONAL DETAILS	
Salutation	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Mdm <input type="checkbox"/> Miss
Name (shown in IC/Passport) – please underline surname	
NRIC/FIN No.	
Passport No. / Expiry Date	
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Nationality	<input type="checkbox"/> Singaporean <input type="checkbox"/> Permanent Resident <input type="checkbox"/> Others: _____
Country of Birth	
Marital Status	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed
Date of Birth	
Occupation	
Postal Mailing Address	
Address in Singapore /Overseas (If different from above)	
Contact No.	(M) _____ (H) _____
Email Address	
Highest Standard Achieved	
Are you suffering from any illness?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you wish to be in our mailing list?	<input type="checkbox"/> No <input type="checkbox"/> Yes

PRESENT EMPLOYMENT DETAILS	
Company Name	Designation
Company Address	
Tel & Fax	(Tel) _____ (Fax) _____
Email Address	
Present Basic Salary	\$ _____

REFUND POLICY (if notice of withdrawal is given in writing) – to refer to standard PEI Student Contract.)

(Please visit our website : [www. www.cerealtechschoolofbakingtechnology.com](http://www.cerealtechschoolofbakingtechnology.com))

**Refund Table** "Schedule D" of Standard PEI - Student Contract

% of [the amount of fees paid under Schedules B and C	If student's written notice of withdrawal is received:
[80%]	("Maximum Refund") More than [30] days before the Course Commencement Date.
[30%]	Before, but not more than [10] days before the Course Commencement Date.
[0%]	On and After the Course Commencement Date

**CANCELLATION**

CerealTech School of Baking Technology reserves the right to cancel, combine or dissolve any courses and reject any enrolment and also the right to substitute course baking instructor when necessary.

**Disclaimer:** The information describes CTSBT's baking workshops, courses and services herein. Every care has been taken to ensure that the information contained herein is correct at the time of printing. CTSBT reserves the right to make any changes or modifications, limit or alter the workshops or services in the event of insufficient registration or to modify the fees without prior notice. CTSBT may also change or modify any other rules and regulations without prior notice.

**APPLICANT'S DECLARATION**

I declare that I have read the instructions on this application form and that the information I have provided is complete and correct. I understand that if I do not complete all the questions on this form, it may not be possible for the school to process my application. I have read, understood and accepted the terms and conditions stated in the Standard PEI - Student Contract.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/ Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_  
(If applicant is under 18 years of age)

**PERSONAL DATA PROTECTION (PDPA)**

1 CerealTech School of Baking Technology collects, uses, manages and protects personal data in compliance with the Personal Data Protection Act 2012.

2 We have in your registration forms requested for your personal data

3 To enable us to serve and assist you effectively, we collect, use and disclose personal data for the purpose of:

- (a) general administration and services in relation to the running of the school
- (b) registration and issuance of certificates, WSQ and other educational documents
- (c) offering of job placement services upon your request
- (d) compliance with any legal and regulatory requirements of government agencies
- (e) other reasons that are in connection with the above

4 We require that our data intermediaries and third party service providers have contractual agreements with us that they will act in compliance with personal data protection obligations, in particular both protection and retention obligations

5 We adopt appropriate security measures to protect your personal data, photographs and video recordings from unauthorised access, collection, copy, use, disclosure and other risks

Photographs and videos may be taken during our training, programmes and events for the sole purpose of training and learning, and news reporting.

By signing, you have agreed and given consent to CerealTech School of Baking Technology the collection, use and management of your personal data in the manner set forth in the above.

Signature of Student/Participant: \_\_\_\_\_

Name of Student/Participant: \_\_\_\_\_

NRIC No. of Student/Participant: \_\_\_\_\_

Date: \_\_\_\_\_

OFFICIAL USE ONLY		
A. Admin to check – on the appropriate box and provide remarks where necessary	Check	Remarks
1. Applicant was a former student if yes, please state details.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2. How did the applicant got to know CTSBT?	<input type="checkbox"/>	
3. Applicant submitted the following documents?		
i. A copy of NRIC or work permit etc	<input type="checkbox"/>	
ii. A copy of passport (for international student only)	<input type="checkbox"/>	
iii. A copy of highest qualification certificate	<input type="checkbox"/>	
iv. 2 passport size photographs	<input type="checkbox"/>	
4. <b>SSG Training Grant</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
i. Baseline Funding (21 years above) – 80%	<input type="checkbox"/>	
ii. Mid-Career Enhanced (40 years above) – 90%	<input type="checkbox"/>	
iii. Workfare Training Support (35 years and above, employed with CPF benefits (allowance, medical leave, etc) – 95%	<input type="checkbox"/>	
Applicant submitted the following documents?		
iv. Latest Payslip or Letter of employment or current CPF Contribution Statement (WTS only)	<input type="checkbox"/>	
v. SingPost receipt for income declaration (self-employed, WTS)	<input type="checkbox"/>	
5. Financial standings. Please state details.	<input type="checkbox"/> Sponsored <input type="checkbox"/> Self-sponsored <input type="checkbox"/> SSG Funding <input type="checkbox"/> SkillsFuture Credit	
6. Originality of documents	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7. Applicant meets the course admission requirements	<input type="checkbox"/> Yes <input type="checkbox"/> No	
8. Learning difficulty	<input type="checkbox"/> Yes <input type="checkbox"/> No	
9. Related work experience. Please state details.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10. Interview and/or trade test required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
11. Language concerns? (English or Mandarin)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>B. Registration Assessment</b>		<b>C. Approval</b>
<p>_____</p> <p>Assessed By                      Date</p>		<p><input type="checkbox"/> Approve                      <input type="checkbox"/> Reject</p> <p>_____</p> <p>Authorised Signature</p>