

STUDENT PRE-COURSE COUNSELING FORM

Name:	Indicative Course Start Date:
Course Applied:	

S/No.	Details	Yes	No	Remarks
1	School's location(s) and a general description of the facilities and Infrastructures			
2	Application requirements and procedures			
3	Course counseling to match the aspirations of the prospective students with the course learning outcomes			
4	Type of certification awarded at the end of the course (certificate/diploma/advance diploma/degree/master/PhD etc.)			
5	Opportunities for further education after graduation or job prospect after graduation			
6	Total payable fee throughout the course duration. Fee must be transparent so that there are no hidden costs			
7	FPS adopted by the school, payment methods and Schedule			
8	Student contract clauses			
9	Refund policy			
10	Transfer, Withdrawal and Deferment policy			
11	Students' support services			
12	Course entry requirements and any exemption (if applicable)			
13	Course modules and outlines			
14	Course duration and assessment schedules			
15	Promotion and award criteria, including any special condition			
16	Explicit information on "No Cash Money" to be given to any MAGES appointed agent or staff			
17	Reference to CPE official website (www.ssg.gov.sg) for more details			

For international students				
18	Other relevant Singapore Laws (immigration requirements, laws on driving, drugs and alcohol abuse, employment, smoking, traffic and littering, etc.)			
19	Visa and student's pass application requirements and procedures			
20	Advice on personal and medical insurance			
S/No.	Details	Yes	No	Remarks
21	Advice on accommodation and the cost of living			
22	General healthcare services in Singapore			
23	English language proficiency requirement			
24	Student pass holders are not permitted to engage in any form of employment or attend an industrial attachment/internship programme, whether paid or unpaid, without a valid work pass issued by Ministry of Manpower			
Pre-course counselling experience				
Please circle only one number from 1 – 5 that best represent your response				
5 – Very Satisfied	4 – Satisfied	3 – Average	2 – Dissatisfied	1 – Very Dissatisfied

SECTION 3: STUDENT DECLARATION

I hereby acknowledge and clarify that the above information has been clearly communicated to me.

Signature : _____ Date : _____

SECTION 4: DECLARATION BY RECRUITMENT AGENT / STAFF CARRYING OUT PRE-COURSE COUNSELLING

I hereby confirm and certify that the above information has been clearly communicated to the student.

Signature : _____ Date : _____