



Expression of Interest to License ITE Courses

1. Information about your company

- Name of Company :
- Contact person / phone :
- RCB No :
- Issued & Paid-up Capital :
- Particular of Shareholders : See Annex A
- CV of Shareholders : See Annex B
- Particular of Board of Directors : See Annex C
- CV of Board of Directors : See Annex D
- Number of employees :
- Member of Singapore Quality Class (SQC) : Yes / No
- If no, do you intend to be a SQC company/when :
- Linkages to any ITE training scheme : Yes / No
- a) Track records of company in education & training : See Annex E



2 Details on Licensing

Name of proposed ITE course :

Location (city/country) :

Years of experience in conducting the proposed or similar course in Singapore (please provide evidence) :

Intended medium of instruction :

Description of targeted students :

Description of proposed school conducting training : See Annex F

Description of working relationships between your company and proposed school conducting training : See Annex G

Motivation for venturing into ITE Licensing :

Proposed Business Plan : See Annex H

Any other relevant information that may assist you in the application:

Name, Signature of CEO, Date



References

- Annex A : Particulars of shareholders
To attach information available from Bizfile of RCB
- Annex B : CV of shareholders
To include name, IC number, citizenship, place of residence, age, education qualifications, years of experience in conducting/managing education programmes. To include the types of education programmes
- Annex C : Particulars of Board of Directors
To attach information
- Annex D : CV of Board of Directors
To include name, IC number, citizenship, place of residence, age, education qualifications, years of experience in conducting/managing education programmes. To include the types of education programmes
- Annex E : History of company in providing education & training
Give a brief write-up of history of your company in providing education and training in Singapore and overseas. Accreditation from recognised institutions. Available training facilities.
- Annex F : Proposed school conducting the training (where applicable)
Give a description of the proposed school that you are partnering overseas to conduct the training. Is it a private or public school? Any national recognitions? Training facilities. Annual enrolment and intake. Year of establishment. Courses that it is currently conducting. To provide website and brochures.
- Annex G : Working relationship between your company and proposed school (where applicable)
Give a description of the legal relationship as well as role of your company and that of your proposed partner school overseas.
- Annex H : Proposed Business Plan
Name of ITE course, duration of course, course structure per semester, profile of intended students, number of intakes per year, number of students per intake, proposed course fees, marketing plan, estimated demand for the course, et cetera.