



**SAFRA EDUCATION SCHEME
SAFRA-ERC INSTITUTE
SPONSORSHIP**



Course Enrolment

IMPORTANT INSTRUCTIONS:

- Please complete the form in full throughout, using only **CAPITAL LETTERS**.
- All applications with incomplete information and/or not accompanied by copies of supporting documents or photographs will **NOT** be considered for admission.
- Aventis Graduate School reserves the rights to reject any application found with misrepresentation/ omission of information at its sole discretion.

Attach Photo
Here

Closing Date: **31 Mar 2025**

CONFIDENTIALITY:

ERC Institute is committed to maintain the confidentiality of the applicant's personal information and undertakes not to divulge such information to any third party without the prior written consent of the applicant.

Section A

Particulars of Applicant		
Applicant's Name (as in NRIC / Passport):		NRIC No.:
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth (dd / mm / yyyy):	Mobile No.:
Email Address:	Permanent Home Address:	
Other Particulars		
Rank obtained in NS:	Service: Army / RSN / RSAF / Joint	SAF Unit:
SAFRA Membership Category:		Member since (Mth / Year):
No of ICTs completed:		
Participation in SAFRA-organized activities and clubs: (State event, date, name of club, position held and duration, and attach relevant supporting documents).		
Course Application		
Intake: _____ 2025		
<input type="checkbox"/> Foundation Certificate in Business Management <input type="checkbox"/> Advanced Diploma in Business Management <input type="checkbox"/> Bachelor of Arts (Honours) in Business Management (Top-up) <input type="checkbox"/> Master of Science in International Business (MScIB) <input type="checkbox"/> Master of Business Administration (MBA)		

Educational Background						
Full Name of School	Country	Province	Language of Instruction	Period of Study		Highest Qualification Attained
				From	To	

Employment History			
Name of Company	Period of Working		Position Held Nature of Duties
	From	To	

Section B

NOTES

1. The SAFRA-ERC Institute Sponsorship is open to all SAFRA Ordinary A (except NSF's), Ordinary B and Life members who can fulfill the ERC Institute admission criteria.
2. This sponsorship is only applicable to SAFRA Members who will be joining ERC Institute as new students. Existing students need not apply.
3. There is no bond attached to the Scheme.
4. All application forms are to be accompanied with photocopy of NRIC and SAFRA Membership card, all Academic Certificates and Transcripts (i.e O Levels, A Levels, Diploma, Degree, where applicable), pay slips and others documents/certificates deemed to be useful.
5. Applicants will be assessed according to their length of SAFRA membership, participation in SAFRA events/activity clubs, academic performance and working experience.
6. Applicants are allowed to apply for only one course under the Scheme for each intake.
7. Certification of supporting documents is to be made by your company. In such cases, state the name, designation, NRIC no. and contact number and email of the person certifying the documents.
8. Priority will be given to applicant's combined monthly household income of less than \$6,000.
9. Previously-sponsored candidates may apply again. However, priority would be given to first-time applicants.
10. Short-listed candidates will be required to attend one or more interview sessions.

11. Shortlisted candidates for the ERC Institute’s sponsorship will be required to fill up a separate application form for the respective awarding university/institution.
12. Applications must be submitted on or by **31 March 2025**.
13. Should the sponsoring institution cease to operate or end its agreement with SAFRA, SAFRA shall not be liable to see through the completion of the sponsored candidates’ courses.
14. The decision of both SAFRA and ERC Institute is final. No further correspondence will be entertained.

Your Acknowledgement

By submitting this application, I confirm that: (a) the information provided by me is true and correct, (b) I consent to SAFRA’s collection, use and disclosure of my personal data for the purposes set out in SAFRA’s Privacy Policy (www.safra.sg/privacy-policy) relating to the SAFRA Education Sponsorship Scheme and SAFRA’s general business purposes, as amended from time to time, which outlines how SAFRA manages my personal data in accordance with the Personal Data Protection Act 2012; and (c) where Personal Data of any third party is provided by me, I have obtained the consent of the third party to our collection, use and/or disclosure of those Personal Data. You also authorise, agree and consent to allow SAFRA to disclose your personal data to:

- a. SAFRA’s partner educational institutions for purposes of, including but not limited to sponsorship selection purposes.
- b. SAFRA’s Education Volunteer Committee members for the purpose of coaching and/or mentoring arrangements.

By providing the information in this form, I have given consent that the information be used for the processing and evaluation of my application by ERC Institute and/or University Partners. For confirmed students, the information provided here will be used for the provision of student support and administrative services to you. In addition, this information will be stored by us and used for the dissemination of information including services, events and products offered by ERC Institute that may be of interest to you. For more information on ERC Institute’s data protection policy, please refer to <https://erci.edu.sg/about-erc-institute/pdpa/>.

I hereby apply for the course as indicated in this form and declare that all information given is true and correct. ERC Institute is authorized to investigate the above information for the purpose of verification. I also agreed to abide by the decision of ERC Institute as to my eligibility for the course mentioned. I certify that I have received the course information and agreed to the admission/enrolment requirements. I understand that I am responsible for all expenses, including personal expenses while taking up my course of study with **ERC Institute**.

Applicant’s Name & Signature:

Date:

Application Checklist

Please submit the following documents:

Application Form (with passport sized photo taken within the last 1 year)	
<p>Certified copies of all education certificates, transcripts and reports showing grades awarded by institutions that you have completed or are currently pursuing. (All documents that are not in English are required to be translated and notarized)</p> <ul style="list-style-type: none"> <input type="checkbox"/> “O” Level / High School Certificate and Transcripts <input type="checkbox"/> “A” Level / Diploma and Transcripts <input type="checkbox"/> Degree of University / University Transcripts <input type="checkbox"/> Others certificates / transcripts 	

Documentary evidence of all co-curricular activities / academic honours / awards/ prizes, etc.	
Short Essay of not more than 800 words about your interest in the Sponsorship.	
Photocopy of passport or NRIC, and SAFRA membership card.	
Photocopy of relevant Financial Documents (Payment slips for past 6 months or lasted Income Tax Assessment Notices (if any), and printed statement of CPF contribution or family members)	
Photocopy of Certificate of National Service.	