



**Baking Industry Training College**  
A Member of Coleman College

Registration No: \_\_\_\_\_

P-File No: \_\_\_\_\_

**PRIVATE AND CONFIDENTIAL**

Confidentiality and Security: "BITC is committed to maintain the confidentiality of the applicant's personal information and undertakes not to divulge in any of the applicant's personal information to any third party without the prior written consent of the applicant". During the training, photos may be taken and images captured. These may be used for publicity purposes by BITC in various media.

Please  
affix  
recent  
photograph

请贴上近照

**STUDENT REGISTRATION FORM 报名表**

Particulars (To be completed by Applicant) 申请者填写 Please fill in or tick the boxes  请填写或在空格内

<b>COURSE REGISTRATION 课程报名</b>	
Mode of Study 课程模式: <input type="checkbox"/> Full Time 全职 <input type="checkbox"/> Part Time 兼职	Intake 入学学号: _____
Course Start Date 课程开始日期: _____	Course End Date 课程完毕日期: _____
Course Title 课程题目:	
<input type="checkbox"/> Certificate of Proficiency in Baking <input type="checkbox"/> Certificate in Asian Pastry Making <input type="checkbox"/> Certificate in Cake Decoration <input type="checkbox"/> Nitec in Services in Pastry & Baking <input type="checkbox"/> Diploma in Baking & Pastry Arts <input type="checkbox"/> Diploma in Entrepreneurship (Patisserie and Baking) <input type="checkbox"/> Diploma in Hospitality Management (Patisserie and Baking) <input type="checkbox"/> Others: _____	

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

请用英文大写并在适当的格子打勾  及删除 (\*).

<b>PERSONAL DETAILS 个人资料</b>	
Salutation 称呼	<input type="checkbox"/> Mr 先生 <input type="checkbox"/> Mrs 太太 <input type="checkbox"/> Mdm 女士 <input type="checkbox"/> Miss 小姐 <input type="checkbox"/> Dr 博士
Name (shown in IC/Passport) – please underline surname 姓名 (登记上所示) - 请在姓氏下画线	_____
NRIC/FIN No. 身份证 / 准证号码	_____
Passport No. / Expiry Date 护照号 / 到期日	_____
Gender 性别	<input type="checkbox"/> Male 男 <input type="checkbox"/> Female 女
Nationality 国籍	<input type="checkbox"/> Singaporean 新加坡公民 <input type="checkbox"/> Permanent Resident 永久居民 <input type="checkbox"/> Others 其他: _____
Country of Birth 出生国家	_____
Marital Status 婚姻状况	<input type="checkbox"/> Single 单身 <input type="checkbox"/> Married 已婚 <input type="checkbox"/> Divorced 离婚 <input type="checkbox"/> Widowed 丧偶
Date of Birth 出生日期 (dd/mm/yyyy)	_____
Occupation 职业	_____
Postal Mailing Address 邮寄地址	_____
Address in Singapore /Overseas (If different from above): 新加坡/国外地址 (如有别于前者)	_____
Contact No. 联络电话	(M) _____ (H) _____
Email Address 电邮地址	_____
Highest Standard Achieved 最高学历	_____
Are you suffering from any illness? 目前是否患有任何疾病?	<input type="checkbox"/> No 无 <input type="checkbox"/> Yes 有
Application with Special Circumstance 具特殊情况的申请 Please put "√" in the box if the applicant is with Special Educational Needs <input type="checkbox"/> 如申请人具特殊教育需要, 请在右方空格上填上"√"	_____
Do you wish to be in our mailing list? 想要收到我们的邮件吗?	<input type="checkbox"/> No 不要 <input type="checkbox"/> Yes 要

<b>CONSENT FOR USE OF PHOTOGRAPHS / TESTIMONIAL 同意使用照片 / 证明书</b>	
I hereby give consent to Baking Industry Training College Pte Ltd to use photographs and testimony feedbacks taken during class/workshop participation. 我同意烘焙业培训学院私人有限公司使用我在参与上课, 实际操作时所拍摄的照片和证明书。	

Yes 要 <input type="checkbox"/> No 不要 <input type="checkbox"/>	
<b>PRESENT EMPLOYMENT DETAILS 目前雇主详情</b>	
Company Name 公司名称	
Company Address 公司地址	
Tel & Fax 电话与传真	(Tel 电话) (Fax 传真)
Email address 电邮地址	
<b>MEDICAL INSURANCE 医药保险</b>	
<b>(Please visit our website : <a href="http://www.bitc.com.sg">www.bitc.com.sg</a>) (请浏览我们的网站: <a href="http://www.bitc.com.sg">www.bitc.com.sg</a>)</b>	
<p>Students are to be covered under the medical insurance under the regulatory regime required by Council for Private Education (CPE) under Edu Trust certificate scheme.</p> <p>BITC has put in place a medical insurance scheme for all Students (aged 16 to 65 years old) registered with BITC. The Medical Coverage are as follows:</p> <p>Annual limit not less than S\$20,000</p> <p>At least B1, 4-bedded ward (in Government or Restructured hospitals)</p> <p>24 hours coverage in Singapore and overseas (if Student is involved in school-related activities)</p> <p>根据私立教育理事会 (CPE) 的教育信托保障计划 (Edu Trust) 的要求, 在籍学员均要有医疗保险计划。</p> <p>烘焙业培训中心有为在籍的学员(年龄介于 16 岁至 65 岁)投保医疗保险。医疗保险其承保范围如下:</p> <p>承保限额不少于 S\$20,000</p> <p>至少 B1, 四人病房 (在政府医院或重组医院)</p> <p>学员如参与校方有关的活动则可以二十四小时在新加坡和海外受保</p>	
<b>FEE PROTECTION SCHEME (FPS) 学费保障计划</b>	
<b>(Please visit our website : <a href="http://www.bitc.com.sg">www.bitc.com.sg</a>) (请浏览我们的网站: <a href="http://www.bitc.com.sg">www.bitc.com.sg</a>)</b>	
<p>The Fee Protection Scheme (FPS) serves to protect Students' fees in the event education institution is unable to continue operating due to insolvency, and/or regulatory closure. The FPS also protects if the private education institution fails to pay penalties or return fees to the Students arising from judgment made against it by the Singapore courts.</p> <p>The FPS is <u>compulsory</u> for all local and international Students taking courses at PEIs seeking Edu Trust certification. Students enrolled in these courses will be required to pay a fee for FPS which varies depending on the fees of the courses insured.</p> <p>We have in place the FPS to provide full protection to all fees* paid by all Students as stipulated by the CPE.</p> <p><b>Insurance Scheme</b></p> <p><b>BITC has engaged Liberty Insurance Singapore Pte Ltd for the Insurance Scheme.</b></p> <p>Under the fee insurance scheme, private education institutions will purchase insurance protection from any one of the Council for Private Education-appointed insurance companies for every one of their Students to protect their fees.</p> <p>*All fees refer to all monies that are paid by Student to be enrolled in BITC except for course application fee and miscellaneous fee. GST is not inclusive as part of fees to be protected.</p> <p>学费保障计划 (FPS) 在教育机构由于破产和/或由于财务发生问题而倒闭的时候起着保障学员费用的作用。如果私立教育机构在新加坡法院作出判决时无法支付罚金或退还学员费用的情况下学费保障计划也起着保护的作用。</p> <p>学费保障计划对寻求教育信托证书的私立教育机构来讲, 所有的报读课程的当地和国际的学员均必须参加学生在报读课程时即被要求支付该保障费用, 其费用的多少视学费的金额而定。</p> <p>我们有学费保障计划 (FPS) 依据私立教育协会的规定对学员所支付的全部费用提供了保障。</p> <p>保险措施计划</p> <p>根据学费保障计划私立教育机构将从私立教育协会所指定的任何一家保险公司为它们的学员购买保险以保障他们的费用。</p> <p>*所有的费用是指学员在注册报名时所支付的除报名费和杂费以外的全部费用。消费税不在受保费用的范围内。</p>	
<b>REFUND POLICY (if notice of withdrawal is given in writing) – to refer to standard PEI Student Contract. 学费退还政策 (如果是书面呈交的退学通知书) - 参阅学员合约准则</b>	
<b>(Please visit our website: <a href="http://www.bitc.com.sg">www.bitc.com.sg</a>) (请访问我们的网站, <a href="http://www.bitc.com.sg">www.bitc.com.sg</a>)</b>	
<b>Refund Table 退款表- "Schedule D" of Standard PEI - Student Contract 学生合约.</b>	
% of [the amount of fees paid under Schedules B and C] 退款数额将根据行程 B 和行程 C	If Student's written notice of withdrawal is received: 学生的书面退学通知接受日期
[50%]	("Maximum Refund") More than [14] days before the Course Commencement Date. 最高退款数额- 超过课程开课日期之前
[50%]	Before, but not more than [14] days before the Course Commencement Date. 在开课之前, 但没有超过开课日期之前 14 天。
[0%]	On and After the Course Commencement Date 在课程进行期间及开课之后。

**CANCELLATION 取消**

Baking Industry Training College Pte Ltd reserves the right to cancel, combine or dissolve any courses and rejects any enrolments and also the rights to substitute course chef-instructors when necessary.

烘焙业培训学院私人有限公司保留取消，合并或解散任何课程和拒绝录取任何名额；同时也有权在必要时更换授课教师。

**Disclaimer:** The information describes BITC's baking and cooking workshops, courses and services herein. Every care has been taken to ensure that the information contained herein is correct at the time of printing. BITC 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. BITC may also change or modify and other rules and regulations without prior notice.

**APPLICANT'S DECLARATION 申请者宣言**

I declare that I have read the instructions on this application form and that the information I have provided is complete and correct.

我声明我已阅读表格上的说明，我所提供的资料是完整及正确的。

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.

我了解若我没有填写表格上的所有事项，学校可能将不会受理本申请表。

I have read, understood and accepted the terms and conditions stated in the Standard PEI - Student Contract.

我已阅读，了解及接受在学生合约的条件及协议。

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
申请者签名 日期

Parent/ Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_  
家长/监护人 签名 日期  
(If applicant is under 18 years of age)  
(若申请者 18 岁以下)

**OFFICIAL USE ONLY**

A. Admin Asst. 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 BITC?	<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"/>	
v. Other support document (such as CDC, CDAC, Mendaki Sense, sponsorship letter from the employers)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
vi. A copy of medical insurance	<input type="checkbox"/> Covered by BITC <input type="checkbox"/> Self-insured	
4. Financial standings. Please state details.	<input type="checkbox"/> Sponsored <input type="checkbox"/> Self-sponsored	
5. Originality of documents	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6. Applicant meets the course admission requirements	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7. Learning difficulty	<input type="checkbox"/> Yes <input type="checkbox"/> No	
8. Related work experience. Please state details.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
9. Interview and/or trade test required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10. Language concerns? (English or Mandarin)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
11. Applicant was recruited by recruitment agent? If yes, please state details.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>B. Registration Assessment</b>  _____ Assessed By _____ Date _____	<b>C. Approval</b>  <input type="checkbox"/> Approve <input type="checkbox"/> Reject  _____ Authorised Signature _____	