



THE SINGAPORE SCOUT ASSOCIATION

No 1, Bishan Street 12 Singapore 579808

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E-mail: hq@scout.org.sg, URL: www.scout.org.sg



APPLICATION FORM FOR ADULT LEADER COURSE

Please read the following carefully before completing this form

1. Please complete this form in **BLOCK LETTERS**.
2. This form must be endorsed by the Sponsoring Authority or the Area/District Commissioner in the space provided.
3. Submission of the application form must be accompanied with the full course fee. Payment by cheque must be crossed and made payable to "The Singapore Scout Association."
4. You will be informed in writing at least **One Week** before the course commencement date if your application is approved.
5. The Closing Date for application is One Month before the course commencement date.
6. Any withdrawal must be submitted in Writing at least **One Week** before the course commencement date.
7. No Refund will be given if the notice of withdrawal is received less than **One Week** before the course commencement.
8. Request for replacement of participant must be made in Writing to the National Training Commissioner at least **One Week** before the course commencement date. Approval will be granted on a case-by-case basis. Request for replacement will not be considered once the course has commenced.
9. Any application for exemption must be made in writing to The National Training Commissioner **at least One Month** before the course commencement date. Exemption will only be granted on a case-by-case basis subject to satisfactory evidence of prior learning in the subject matter. Applicants may be assessed to ascertain prior learning.
10. The Association reserves the right to postpone or cancel the course.
11. You can also register online via www.scout.org.sg

For Official Use:

STAFF TO NOTE:

Please ensure the following information is complete before accepting application:

- All details are filled up.
- Application is endorsed by Sponsoring Authority or Area/District Commissioner.
- Verify that applicant meets the minimum age requirement for the course.
- Ensure that full-time students / NS men attach copy of student pass / 11B identification.
- Course Fee is enclosed.

Date Received:	
Received by: (Name of Staff)	
Payment method:	Cash / Group Fund / UG Grant / IFAS / Edusave / Cheque No: _____
Course Fee Received: (For A/C Dept)	
Receipt No:	

Reason/s for unsuccessful application:

Course Information (** please delete appropriately)

Course Title: **ULTIC /ULTWBC/ULTSC	Others: (please specify):
Commencement Date:	Course Fee: \$

Applicant's Particulars (** please delete appropriately)

Full Name as in NRIC:		
NRIC/Passport No:	Date of Birth:	Sex: **M / F
Race:	Religion:	
Mailing Address:		
Postal Code:	Email Address:	
Tel No: (HP)	(O)	(H)
Name of School:		
Name of Scout Group (if any):		
Area: **C / NE / NW / SE / SW / HQ	Present Scout Appointment:	Section:
District:	**CSL / ACSL / SL / ASL / VSL / AVSL / RSL / ARSL / GSL / Others: _____	**Cub Scout / Scout / Venture / Rover / Others: _____
Do you require any special diet? If yes, please specify:		
Do you suffer from any disability? If yes, please specify:		

Records of Completed Scout Courses

Name of Courses	Certificate No	Date Issued	Issued By
Introductory Course (ULTIC)			
Unit Leader Training Basic Course (ULTBC)			
Unit Leader Training Advanced Course (ULTAC)			
Unit Leader Training Course (_____)			
Unit Leader Training Course (_____)			

Highest Academic Qualification

Course/s	Year Attained	Institution

Career Information

Present Occupation	Job Scope

Declaration by Applicant

I declare that the particulars given above are true and correct to the best of my knowledge.

Signature of Applicant _____
Date

Endorsement By Sponsoring Authority or Area / District Commissioner

I, _____, the ****Sponsoring Authority / Area / District Commissioner**** do / do not recommend the above applicant to attend the course mentioned.

Signature of Sponsoring Authority / School Stamp _____ _____
Signature of Area / District Commissioner _____
Date

Approval by National Training Commissioner

The application is **approved / not approved*.

Signature of NTC _____
Date