Common additional requirements for live online and hybrid training

Training Providers offering live online training can be based overseas provided that the course administration (i.e. course registration, fee collection, etc) is done by a local entity

Technical Support	Onsite technical support must be provided by the applicant, Training Provider or platform vendor, as applicable, throughout the training.
Live Participation	The live training platform must have interactive features to allow trainers and participants to communicate, raise questions or facilitate group discussions
[For Short Courses and In-House Training only] Participants' Attendance	The live training platform must be able to capture/validate attendance records and track trainees' progress. The applicant or Training Provider, as applicable, must retain records showing: • Name and email address of trainer; • Name and email address of trainees; • Date and time records of delivery of training session; and • Date and time records of trainees' presence; All trainees must turn on video cameras throughout the session.
Authentication of Participants	Training Providers must put checks in place to authenticate participants.
Checks by MPA	Upon request, Training Providers must provide the course link to MPA to enable checks while the lesson(s) are in progress.
Records-retention period	Attendance records and documentary evidence for live online learning requirements must be kept for 3 years after the programme completion date and provided to MPA upon request.