MARITIME CLUSTER FUND
TRAINING@MARITIME SINGAPORE - CERTIFIABLE COURSES
APPLICATION FORM FOR INSTITUTES OF HIGHER LEARNING OR
TRAINING SERVICE PROVIDERS

1. To complete this application, please attach the following documents as supporting documents:
   a. Course Brochure
   b. Consolidated participants' feedback (based on latest run conducted in Singapore)
   c. Trainer's resume (if available)
   d. Information on Additional Trainer(s) if not provided in Section 2 below.
2. A complete application comprising of this application form accompanied by all the necessary supporting documents must be submitted via email to mcf@mpa.gov.sg **at least 30 days prior to commencement of the training programme**. Late submissions may be rejected.
3. Institutes of Higher Learning (IHLs) / Training Service Providers (TSPs) must adhere to the terms and conditions of the scheme, which shall be communicated in MPA's approval email notification, if their application is approved.
4. The training programme may commence only after the application is approved by MPA.

Section 1: Information on IHL/TSP and Course

Name of IHL or TSP

Address in Singapore

Business Registration (ACRA) No.	Name of Contact Person
Telephone No.	Email Address of Contact Person
Course Name	Examinable? ☐ Yes ☐ No

Course Duration *(number of days)*	Total Contact Hours	No. of runs per calendar year
Nature of Conduct ☐ Part-time ☐ Full-time	Date of 1st run *(dd/mm/yyyy):*	Is this the first time IHL/TSP is running the course in Singapore? ☐ Yes ☐ No
Mode of Conduct ☐ Class-room based ☐ E-Learning ☐ Live, Online	Is the course open to applicants without maritime-related experience? ☐ Yes ☐ No	If No, please furnish the total no. of participants who attended the previous year's course: _____
Estimated Class Size per run	Estimated No. of Singapore Citizens/Permanent Residents per run	Maximum Course Fee (excluding GST, in SGD)

Course would mainly cover topics related to the following areas:

☐ Ship Finance   ☐ Port and port services (e.g terminal operations, bunkering)

☐ Ship Broking   ☐ Ship operations

☐ Ship management, ship agency   ☐ Marine Engineering and Naval Architecture

☐ Marine Insurance   ☐ Maritime Law/Arbitration

☐ InfoTech / Data Analytics (please specify): _____

☐ Green Technology (please specify): _____

☐ Soft Skills (please specify): _____

☐ Others (please specify): _____

Please attach the detailed course structure/programme.

Section 1a: For Live Online Training Programme Only

Name of Online Training Platform *(e.g. Microsoft Teams, Zoom, etc)*

Online training platform in use will be able to fulfill the additional criteria as listed below:

Area	Criteria / Rationale	Able to Fulfill?
Technical Support	• Onsite technical support must be provided either by Training Provider or platform vendor during the training.	☐ **Yes** ☐ **No**
Live participation	• The live training platform should have interactive features to allow trainers and participants to communicate, raise questions or facilitate group discussions.	☐ **Yes** ☐ **No**
Authentication of Participants	• Checks should be put in place by Training Providers to authenticate participants. An example includes sighting/checking of NRIC of participants via video camera by the course administrator.	☐ **Yes** ☐ **No**

☐ We are agreeable to allow MPA or its authorised representative to access the live online course for purpose of audit checks and will provide the details of the link, including meeting ID and password to MPA upon request.

Section 2: Information on Trainer
If there is more than 1 Trainer for the programme, please attach the required information as supporting documents.

Name of Trainer

Designation/Company

Brief Background of Trainer *(attach resume if available)*

Section 3: Declarations and Undertakings by IHL / TSP and Authorised Representative

1. I, the Authorised Representative / we, the IHL / TSP declare that the information provided in this application form and the documents submitted herewith are true to the best of my / our knowledge and belief and that I/we have not willfully suppressed any material fact.

2. I/we give my consent for MPA to obtain and verify information from or with any source, as MPA deems appropriate for the assessment of this application.

3. I/we consent and agree that MPA may disclose information pertaining to this application to other MPA departments, other government agencies and our Board for the performance of MPA's official duties.

4. I/we undertake to seek MPA's agreement immediately in the event of any changes to the information submitted in this application. I/we acknowledge that changes made without MPA's prior agreement will render any prior approval void.

5. I/we acknowledge that it is an offence to furnish false or misleading information to MPA. In the event that I/we are found to have furnished any false or misleading information or submitted any false declaration or willfully suppressed any material fact, I/we will be required to reimburse MPA any and all monies already disbursed by MPA to the course participants, failing which MPA shall have the right to take all necessary action to recover the same.

_____
Authorised Signatory[1]
Name:
Designation:

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[1] Must be signed by an authorized representative of the management in the IHL / TSP.

Updated: Jun 2025