

Checklist of Items/Documents to Prepare for Your Certificate in Inclusive Practice (CIP) Course Application

1. List of admission documents to prepare in soft copy format (Please note that the maximum file size limit is 2MB and the acceptable formats are .JPG, .JPEG, .PNG and .PDF):

- Image of your NRIC (front and back)
- Passport-Sized Photograph with a white background
- Early Childhood Qualifications (both certificates and transcripts)
- ECDA Letter of Notification (LON)
- Employment Letter (Letter should state Employment Start Date, Current Designation and that you have ongoing access to 2 or more children with additional needs.)

Additional Document(s):

If you are under company sponsorship by a preschool employer:

- [Company Sponsorship Declaration Form](#) (to be completed by you and your employer)