

NIEC Course Application User Guide

NIEC 课程申请用户指南

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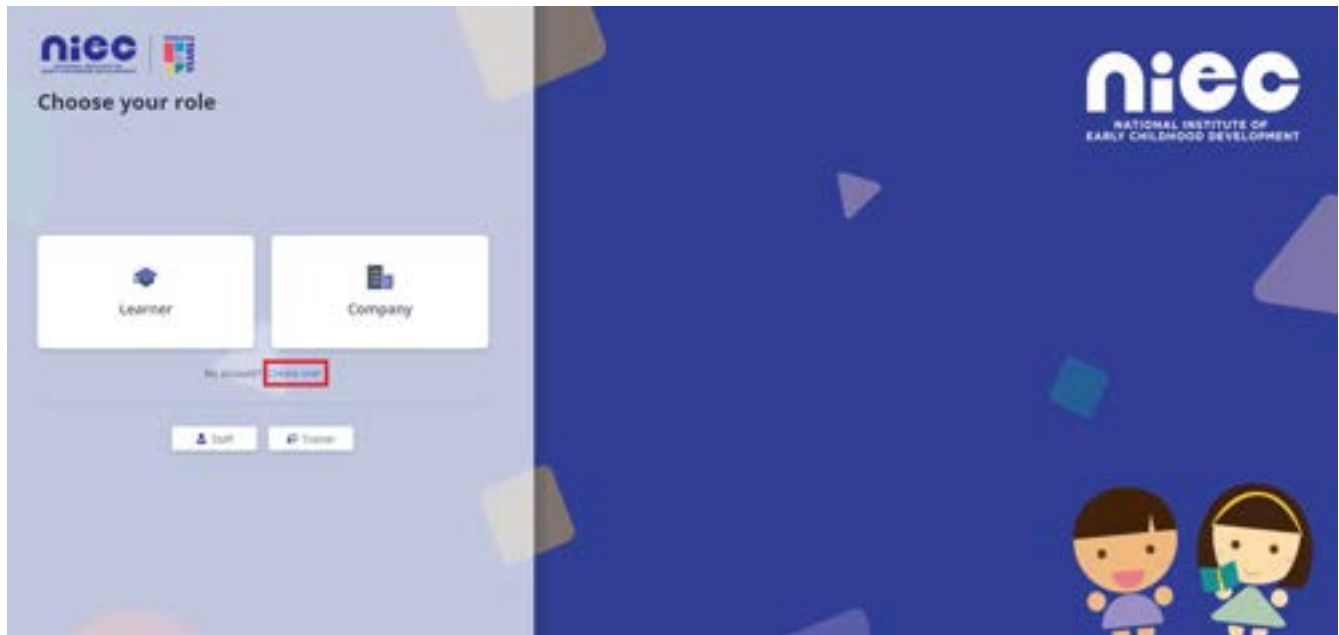
If you require further assistance, please reach out to the staff in charge listed [here](#) or write in to at admissions@niec.edu.sg.

若您需要进一步协助，欢迎您可以通过[此处](#)的联系方式联络课程负责人，或发送电邮至 admissions@niec.edu.sg 与我们联系。

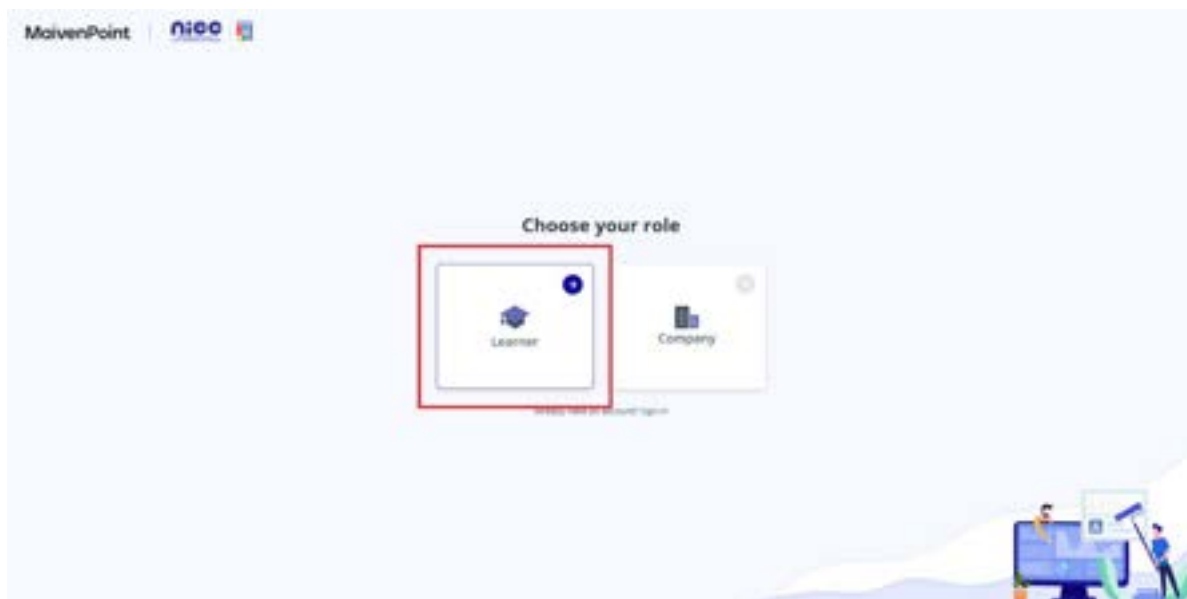
1: Creating Your Learner Account

Please follow the steps below to create your Learner account using your Singpass.

Step 1: Please click the link here: <https://niec-portal.edutechonline.com/> and click “Create One”.



Step 2: Click on “Learner”. (If you are applying under company sponsorship, please also select Learner).



Step 3: Click on [Sign up via Singpass]. You will be redirected to the Singpass QR code to sign in.



Step 4: Fill in your contact details. You will receive a security verification code that will be sent to your email. Please input the security verification code.

Information

The verification code has been sent to the email address.

OK

MaivenPoint | **niec**

Welcome to Vitae
Register as a Learner
To register as a Learner you need to fill in the following information:

* Denotes a required field

Provide your information

Email address *

User ID (singpass) *


Employment *

Phone number +65

Gender ☐ Male ☐ Female

Security verification * [Full verification code](#)

Step 5: You have successfully created your account!



Successful!

You have successfully signed up for MaivenPoint Online Services. Now you can sign into the system using your Singpass account.

2: How to submit your application as a SELF-SPONSORED APPLICANT:

1: Navigate to the course website that you wish to apply for. In this example, we will be using the **Advanced Certificate in Early Years (ACEY) English Course**. Once you have located your desired intake, click on 'Apply Now' to proceed.

Apply Now	Upcoming Intakes
<p>Duration: 8 months / 600 hours</p> <p>Day & Time: Monday to Friday: 2pm to 6pm, Saturday: 9am to 6pm (Assessment only)</p> <p>Course Start & End Date: 01 Jul 2025 25 Jun 2026</p> <p>Campus: NIEC (City)</p> <p>Apply Before: 01 May 2025</p> <p>Apply Now</p>	<p>Duration: 8 months / 600 hours</p> <p>Day & Time: Monday, Tuesday & Wednesday: 9am to 6pm, Saturday: 9am to 6pm (Assessment only)</p> <p>Course Start & End Date: 04 Aug 2025 24 Sep 2026</p> <p>Campus: NIEC (City)</p> <p>Apply Before: 04 Jun 2025</p> <p>Apply Now</p>

2: Read the [Terms and Conditions](#) carefully and ensure that you have met the listed requirements. Once confirmed, click 'Continue' to proceed.

Before You Apply

Read the [Terms and Conditions](#).

☒ I have met the above requirements and would like to proceed to apply.

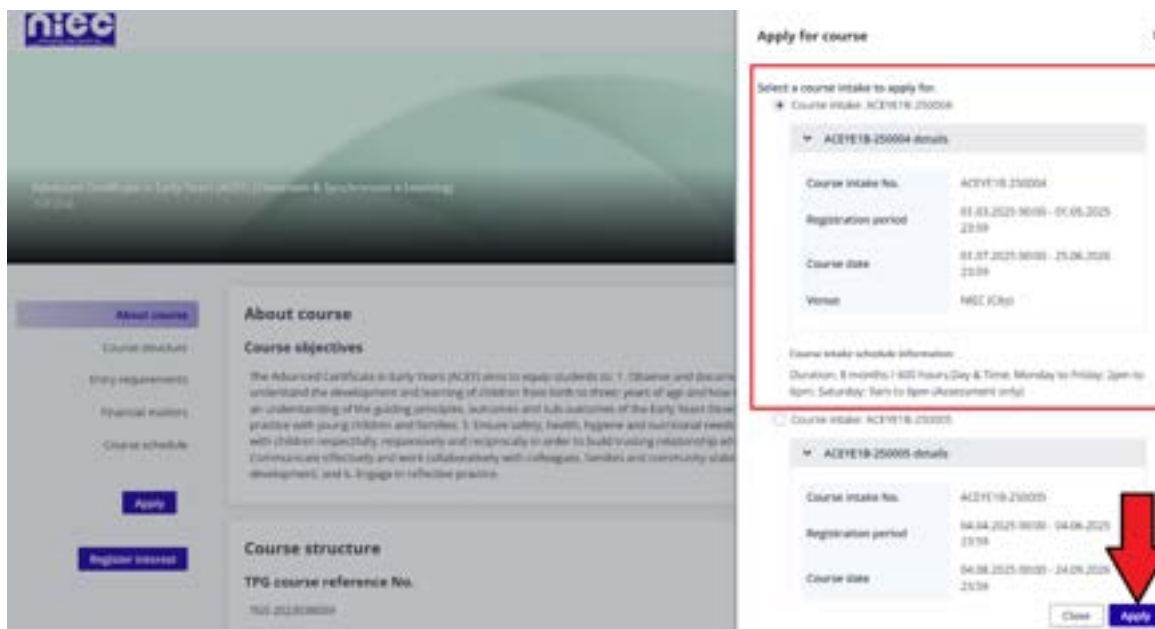
Continue

3: You would now be at the following below screen. Click **“Apply”** again to proceed.



The screenshot shows the NIEC website interface. On the left, a sidebar contains a list of course details with a red arrow pointing to the 'Apply' button. The main content area displays 'About course' and 'Course objectives' for the Advanced Certificate in Early Years (ACEY18-250004). The 'About course' section includes a brief description of the course and its objectives. The 'Course objectives' section lists six specific goals for students. Below this, the 'Course structure' section provides the TPG course reference No. (TPG 2023030004).

4: Select the correct intake that you wish to apply for and take note of the course dates and lesson details (e.g: Monday – Friday, 2 PM – 6 PM/ 3 Weekdays, 9 AM – 6 PM/ 2 Weekdays, 6:30 PM – 9:30 PM and Saturday 9 AM – 3 PM). **Then**, click ‘Apply’ again.

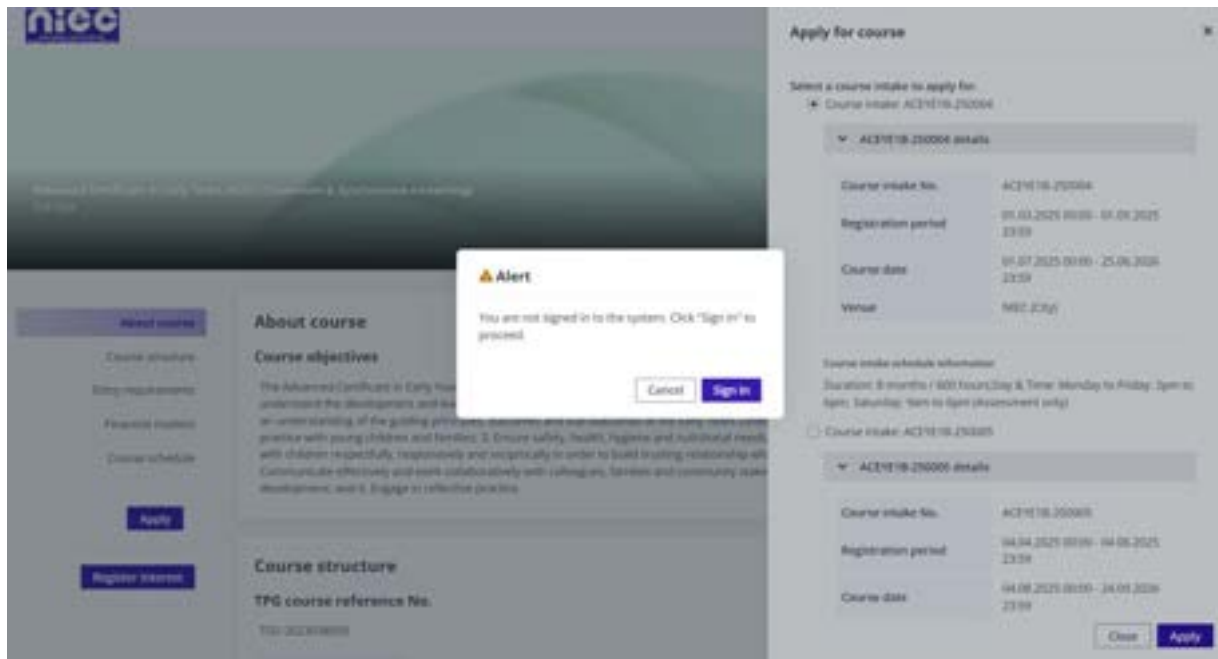


The screenshot shows the 'Apply for course' page. It features a table with course intake details for ACEY18-250004. A red arrow points to the 'Apply' button at the bottom right of the page. The table includes the following information:

ACEY18-250004 details	
Course intake No.	ACEY18-250004
Registration period	01.03.2025 00:00 - 01.05.2025 23:59
Course date	01.07.2025 00:00 - 29.06.2026 23:59
Venue	NIEC JC80

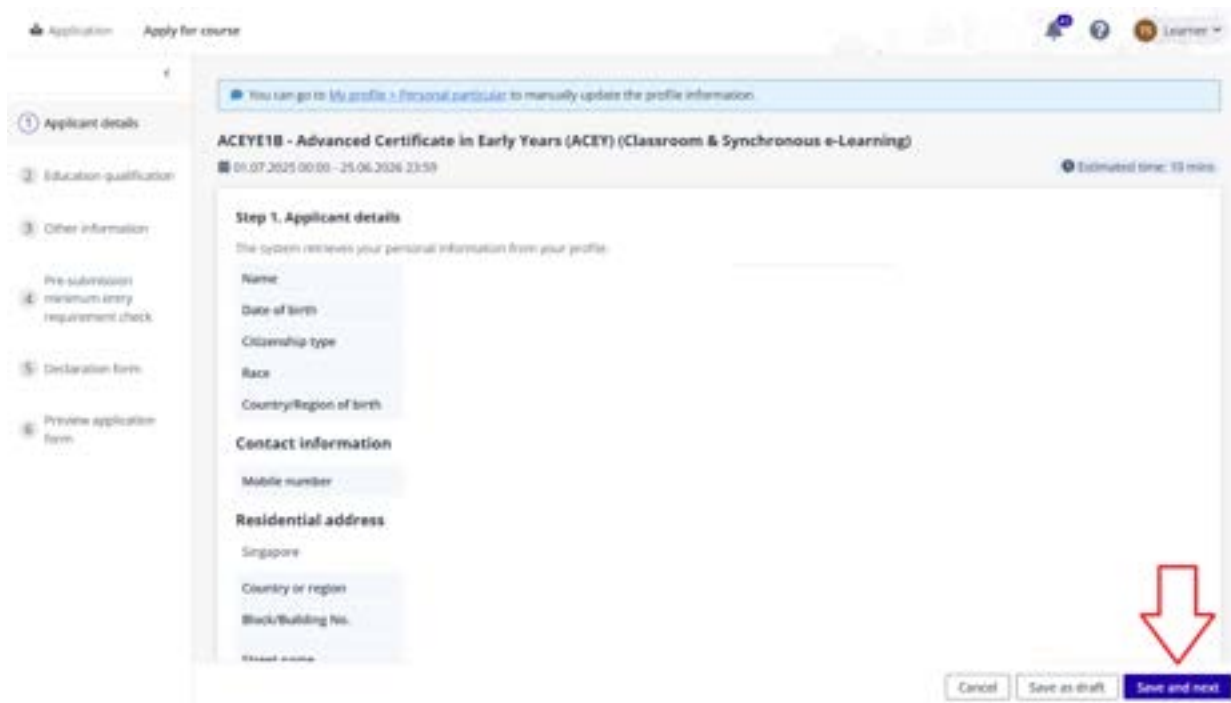
Below the table, there is a section for 'Course intake schedule information' which states: 'Duration: 8 months / 800 hours (Day & Time: Monday to Friday: 2pm to 6pm; Saturday: 9am to 3pm - Assessment only)'. At the bottom right, there are 'Close' and 'Apply' buttons, with a red arrow pointing to the 'Apply' button.

5: If you are not logged in, you will be prompted to sign in at this point.



6: Once you have logged in you would see the page below.

Please ensure that your information listed is correct. After reviewing, click **“Save and Next”** to proceed.



7: Upload your educational documents and click **“Save and Next”**.

Step 2: Education qualification

☐ No formal qualification

Provide the information of your education qualifications for local application.

[Type education qualification](#)

[Add education qualification](#)

No.	Qualification type	Academic qualification/professional certification	Full-time/part-time	Completed with us pass	Graded/NA	Year of award	Award institution	Notes
No items to show in this view.								

Supporting documents *

[Select system files](#)

Drop files here or [browse](#)

Up to 10 MB per file, max 5 MB per page

[Cancel](#) [Save as draft](#) [Back](#) [Save and next](#)

8: Answer the questions shown and click **“Save and Next”**.

Step 3: Other information

Additional information

Medical history Please check the appropriate box *

☐ Restricted Mobility
☐ Legal Blindness
☐ Profound Deafness
☐ Uncontrolled Asthma
☐ Uncontrolled Diabetes
☐ Uncontrolled Epilepsy
☐ Uncontrolled Hypertension
☐ Tuberculosis
☐ Psychiatric Conditions
☐ None of the above
☐ Others

If you have indicated on any of the listed medical conditions above, please elaborate here *

Enter 'None of the above' option was selected

Maximum number of characters: 250

From where have you heard about NIEC?

☐ Electronic Mailer (SEM)
☐ Friends/Family
☐ NIEC Course Preview
☐ NIEC Website
☐ Advertisement on Facebook/Instagram

[Cancel](#) [Save as draft](#) [Back](#) [Save and next](#)

9: Ensure that you upload all necessary supporting documents, then click **“Save and Next”**.

The screenshot shows a web application interface for uploading documents. On the left is a sidebar with navigation links. The main area is titled 'Upload Admission Documents' and contains a list of document types with corresponding upload buttons. A red arrow points to the 'Save and Next' button at the bottom right of the page.

10: You may notice that your qualifications are indicated as **“Not Checked”** . Please disregard this message and proceed to submit your application. Ensure that you have met the course entry requirements, then click **“Save and Next”** to continue .

The screenshot shows a 'Step 6: Pre-submission minimum entry requirement check' screen. It contains a table with two rows of requirements, both marked as 'Not Checked'. Below the table is a 'Minimum entry requirement declaration' section with a checkbox. A red box highlights this declaration section. A red arrow points to the 'Save and Next' button at the bottom right.

11: Acknowledge the declaration form and click **“Save”**.

Step 8: Declaration Form
Click Declaration form to view details and acknowledge the declaration.

Declaration form	Status
Click Terms and Conditions	

Declaration

- I confirm that NIEC may collect, use and disclose my personal data only for the purpose of providing me with the services and facilities that I have requested. I agree to the collection, use and disclosure of my personal data for the purpose of providing me with the services and facilities that I have requested.
- I understand that NIEC may collect, use and disclose my personal data for the purpose of providing me with the services and facilities that I have requested. I agree to the collection, use and disclosure of my personal data for the purpose of providing me with the services and facilities that I have requested.
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- I understand that NIEC may collect, use and disclose my personal data for the purpose of providing me with the services and facilities that I have requested. I agree to the collection, use and disclosure of my personal data for the purpose of providing me with the services and facilities that I have requested.

I hereby acknowledge and accept the responsibilities under this declaration.

[Click Terms and Conditions](#)

[Save](#) [Save and Next](#)

12: Click **“Save and Next”**.

Step 8: Declaration Form
Click Declaration form to view details and acknowledge the declaration.

Declaration form	Status
Click Terms and Conditions	

Declaration

- I confirm that NIEC may collect, use and disclose my personal data only for the purpose of providing me with the services and facilities that I have requested. I agree to the collection, use and disclosure of my personal data for the purpose of providing me with the services and facilities that I have requested.
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I hereby acknowledge and accept the responsibilities under this declaration.

[Click Terms and Conditions](#)

[Save](#) [Save as Draft](#) [Back](#) [Save and Next](#)

13: Review your information to ensure that it is correct. Click **“Confirm and Pay”**

The screenshot shows a web application interface for reviewing an application. On the left is a sidebar with navigation links. The main area contains several sections with document upload instructions and checkboxes for declarations. At the bottom right, a red arrow points to a blue button labeled 'Confirm and pay'.

14: Click **“Pay Now”**. Please note that your application will only be processed after the registration fee has been successfully paid.

This screenshot shows the same application review page as before, but with a modal dialog box titled 'Confirm and pay' in the center. The dialog contains the text: 'You have completed the application form. Some submitted information of all pages cannot be edited anymore.' It then asks 'Select your payment option?' with two radio buttons: 'Pay now' (which is selected) and 'Pay later with other pending applications in Application - Pending submission'. There are 'Close' and 'Confirm' buttons at the bottom of the dialog.

15: Select **2C2P (Online Payment)**, then click **"Proceed to Payment"**.

The screenshot shows the 'Apply for course' page with a sidebar menu on the left. The main content area displays a 'Step 1: Payment summary' table and a '2C2P online payment' section.

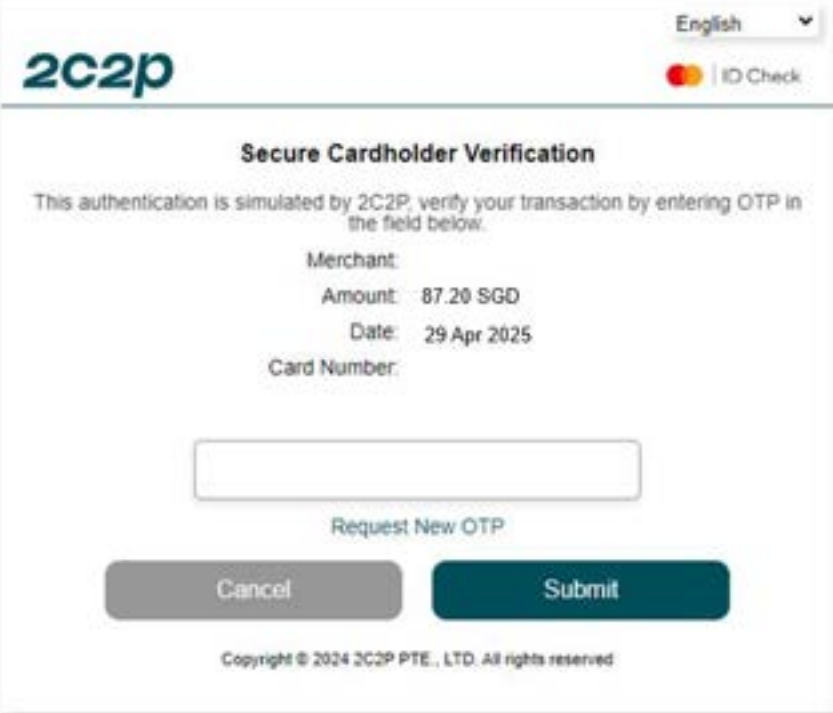
Step 1: Payment summary	
Billing reference No.	IN-2020-000000
Registration Fee - 001 0024	\$88.00
Registration Fee - 001 0024 - 001 0024	\$88.00
Total amount payable	\$88.00
Outstanding amount	\$88.00

Under the '2C2P online payment' section, there is a red box around the 'Proceed to payment' button.

If you are paying using Credit Card, please key in your card details:

The screenshot shows the credit card payment form. At the top, it displays the National Institute Of Early Childhood Development logo and the amount '87.20 SGD' in a red box. Below this, it says 'There are 8 payment options available for you!' and lists various credit cards: GLOBAL CARD, VISA, MASTERCARD, AMERICAN EXPRESS, DISCOVER, and others. The form includes fields for 'CARD NUMBER' (0000-0000-0000-0000) and 'EMAIL ADDRESS'. At the bottom, there are 'CANCEL' and 'CONTINUE PAYMENT' buttons. The 'QR PAYMENT' section is also visible at the bottom right.

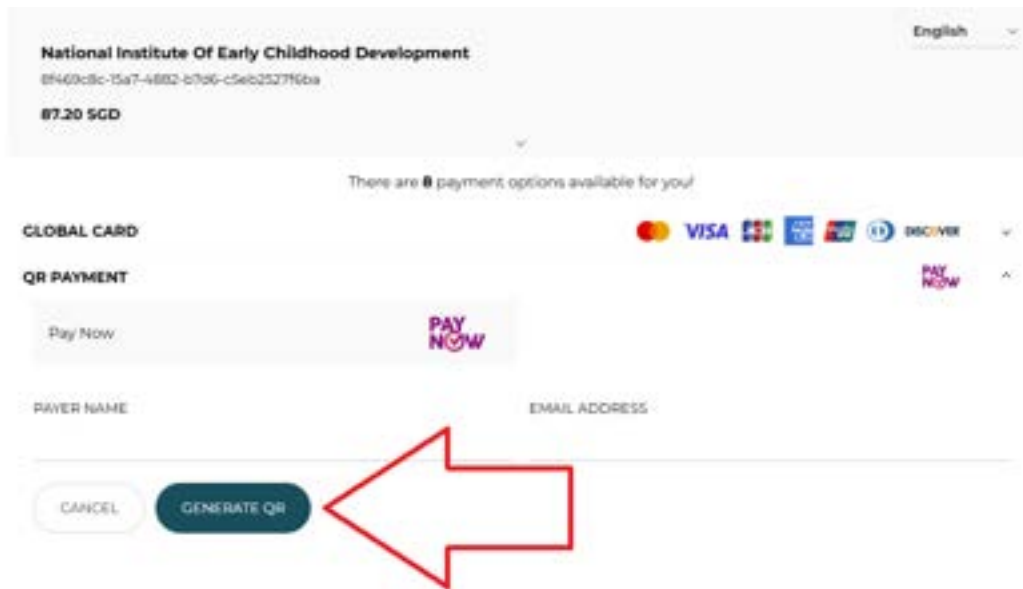
Upon keying in your details, you would be prompted to key in your One-Time password:



The image shows a simulated 2C2P Secure Cardholder Verification interface. At the top left is the 2C2P logo. At the top right, there is a language dropdown menu set to 'English' and a Mastercard logo with the text 'ID Check'. The main heading is 'Secure Cardholder Verification'. Below this, a message states: 'This authentication is simulated by 2C2P; verify your transaction by entering OTP in the field below.' Transaction details are listed: 'Merchant:', 'Amount: 87.20 SGD', 'Date: 29 Apr 2025', and 'Card Number:'. A large text input field for the OTP is centered below these details. Below the input field is a link that says 'Request New OTP'. At the bottom of the form are two buttons: a grey 'Cancel' button and a dark teal 'Submit' button. The footer text reads 'Copyright © 2024 2C2P PTE., LTD. All rights reserved.'

Click “Submit” once you have keyed in the OTP.

If you are paying using Paynow, please key in your PayNow details and click on “Generate QR”.



National Institute Of Early Childhood Development
8F460c8c-15a7-4882-b7d6-c5e62527f6ba
S\$7.20 SGD

There are 0 payment options available for you!

GLOBAL CARD

QR PAYMENT

Pay Now

PAYER NAME

EMAIL ADDRESS

CANCEL GENERATE QR

You may then scan the payment QR Code and make payment accordingly:



QR PAYMENT

Pay Now

Please pay within 20 minutes. Time remaining: 19:34

PLEASE SCAN THE QR CODE USING A PAYNOW COMPATIBLE APP TO CONTINUE WITH THE PAYMENT.

Note: Payment will be made to 2C2P, the payment provider engaged by National Institute Of Early Childhood Development.

CANCEL SAVE QR CODE

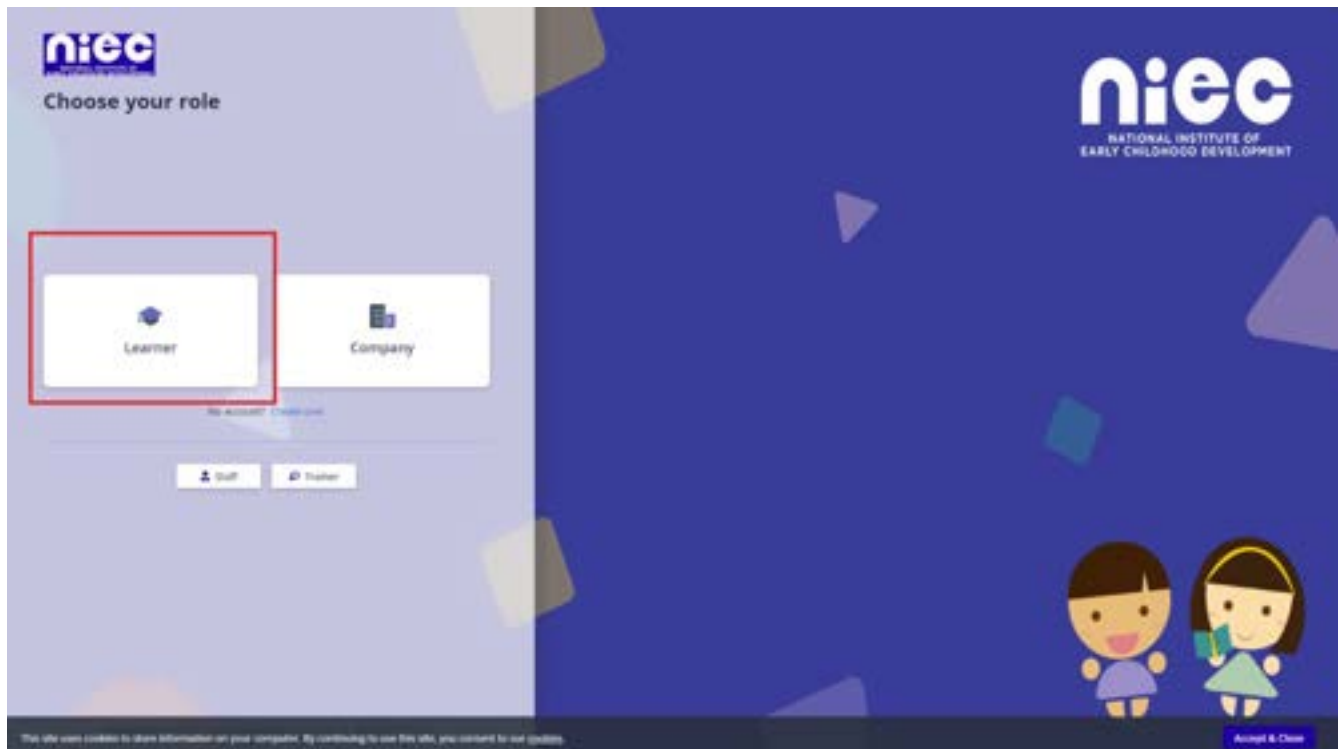
16: Upon successful payment, you would see this page. You will also receive an email to notify that your application was successfully received.



3: How to submit your application as a COMPANY-SPONSORED APPLICANT:

1: Your company would have provided you with a unique registration link. If you do not have the link, please **DO NOT** proceed to submit your application as a self-sponsored applicant. Instead inform your company that you require the **UNIQUE** registration link to submit your application. In this example, we will be using the **Advanced Certificate in Early Years (ACEY) English Course**.

2: Click here to log in as a **LEARNER**: <https://niec-portal.edutechonline.com/>



3: Click on the link provided to you by your company. You will now see the screen below. **Please ensure that your company information is shown before you click “Save and Next”.**

Application: Apply for course

ACEYIS - Advanced Certificate in Early Years (ACEY) (Classroom & Synchronous e-Learning)

Step 1: Applicant details

My system records your personal information and profile.

Personal details

Name: [Text Box] Sex: [Radio Buttons]

Date of birth: [Text Box] Age: [Text Box]

Working type: [Text Box] Job title: [Text Box]

Work: [Text Box] Gender: [Text Box]

Country/Region of birth: [Text Box]

Contact information

Mobile number: [Text Box] Email address: [Text Box]

Residential address

Country: [Text Box] Postal code: [Text Box]

Building name: [Text Box]

Street name: [Text Box] Floor number - unit number: [Text Box]

Mailing address

Company sponsorship information

Company name: [Text Box] Company type: [Text Box]

Contact person's name: [Text Box] Mailing address: [Text Box]

Buttons: Cancel, Save as draft, Save and next

4: Upload your educational documents and click “Save and Next”.

Application: Apply for course

Step 1: Education qualification

Do you have a qualification?

Provide the information of your education qualification for your application.

Buttons: Add educational qualification, Apply education qualification

No.	Qualification type	Academic qualification/Professional qualification	Full-time/part-time	Completed with degree	Grades/GPA	Year of award	Award Institution	Year
No entry is shown in this table.								

Supporting documents

Buttons: Upload supporting files, Drag files here or Browse

Buttons: Cancel, Save as draft, Next, Save and next

5: Answer the questions shown and click “Save and Next”.

Step 3: Other information

Additional information

Medical history: Please check the appropriate box *

- ☐ Restricted Mobility
- ☐ Legal Blindness
- ☐ Profound Deafness
- ☐ Uncontrolled Asthma
- ☐ Uncontrolled Diabetes
- ☐ Uncontrolled Epilepsy
- ☐ Uncontrolled Hypertension
- ☐ Tuberculosis
- ☐ Psychiatric Conditions
- ☐ None of the above
- ☐ Others:

If you have indicated on any of the listed medical conditions above, please elaborate here: *

Enter 'N/A' if 'None of the above' option was selected

Maximum number of characters: 250

From where have you heard about NIEC? *

- ☐ Electronic Mailer (SEM)
- ☐ Friends/Family
- ☐ NIEC Course/Program
- ☐ NIEC Website
- ☐ Advertisement on Facebook/Instagram

Buttons: Cancel, Save as draft, Back, **Save and Next**

6: Ensure that all required supporting documents are uploaded before clicking “Save and Next”. **If you are applying under the Career Conversion Programme (CCP), please upload your latest resume and Letter of Appointment that states your start date and salary .**

Step 4: Upload supporting documents

Upload Admission Documents

What is your start and end date? *

Upload the file or [upload](#)

Respect your photo? *

Upload the file or [upload](#)

CCP School certificate for appointment

Upload the file or [upload](#)

Previous employment letter (dated within 6 months or equivalent with recent salary slip)

For applicants who are currently employed by an NIEC member school, please upload a signed letter from your supervisor stating your start and end dates.

Upload the file or [upload](#)

Workplace safety (WHS) results

Working, Learning, Learning, Working

Upload the file or [upload](#)

Other Documents

eg. Resume

Upload the file or [upload](#)

Buttons: Cancel, Save as draft, Back, **Save and Next**

7: You may notice that your qualifications are indicated as “Not Checked” here. You may disregard this message and proceed with your application. Ensure that you have met the course entry requirements, and click **“Save and Next”** to continue.

Step 4: Pre-submission minimum entry requirements check

The minimum entry requirement check results for your application will be presented.

Minimum entry requirements check results

Country	Minimum entry requirements check results
United Kingdom	Not checked

Minimum entry requirements declaration

☐ I confirm that I have met the minimum entry requirements and wish to proceed.

At the bottom right, there is a red arrow pointing down.

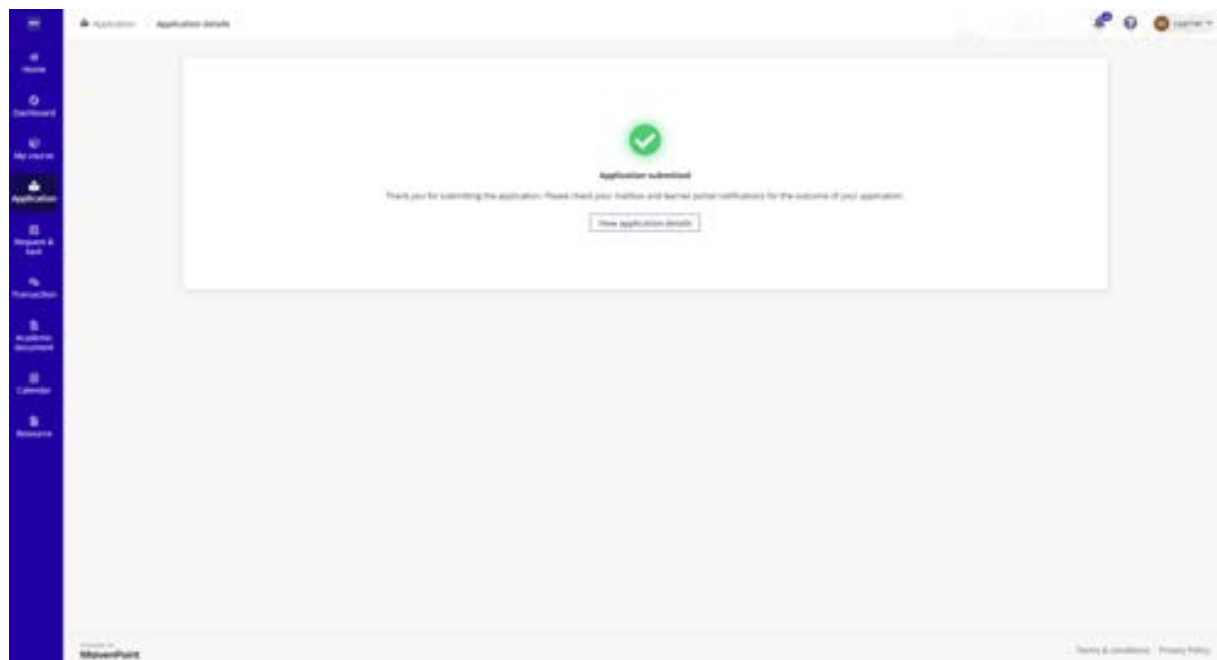
8: Acknowledge the declaration form and click **“Save”**.

[illegible]

9: Review the information and click **“Submit”**:

The screenshot shows the 'Step 5: Declaration form' section of the application process. The sidebar on the left lists the steps: 1. Applicant details, 2. Education qualification, 3. Other information, 4. The submission minimum entry requirement check, and 5. Declaration form. The main content area displays the 'Step 5: Declaration form' section, which includes a 'Declaration form' table with a 'Status' column. A red arrow points to the 'Submit' button at the bottom right of the page.

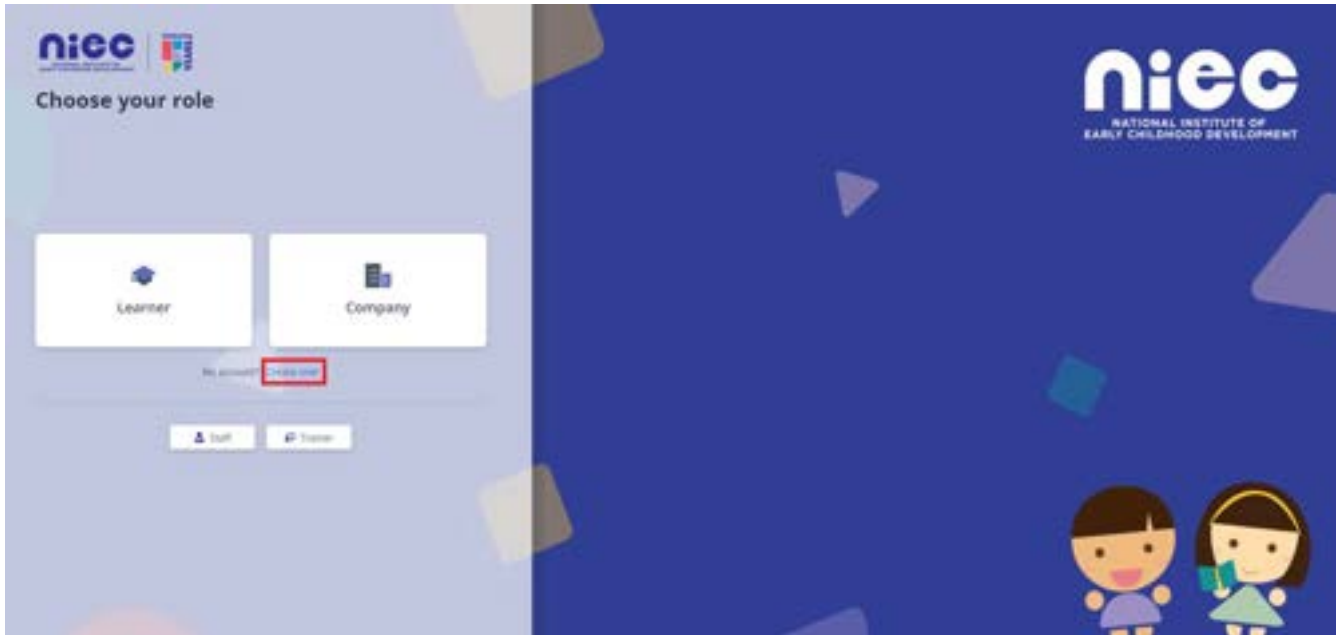
10: Once your application has been submitted, you will see a “Application Submitted” message and receive an email notification confirming successful submission.



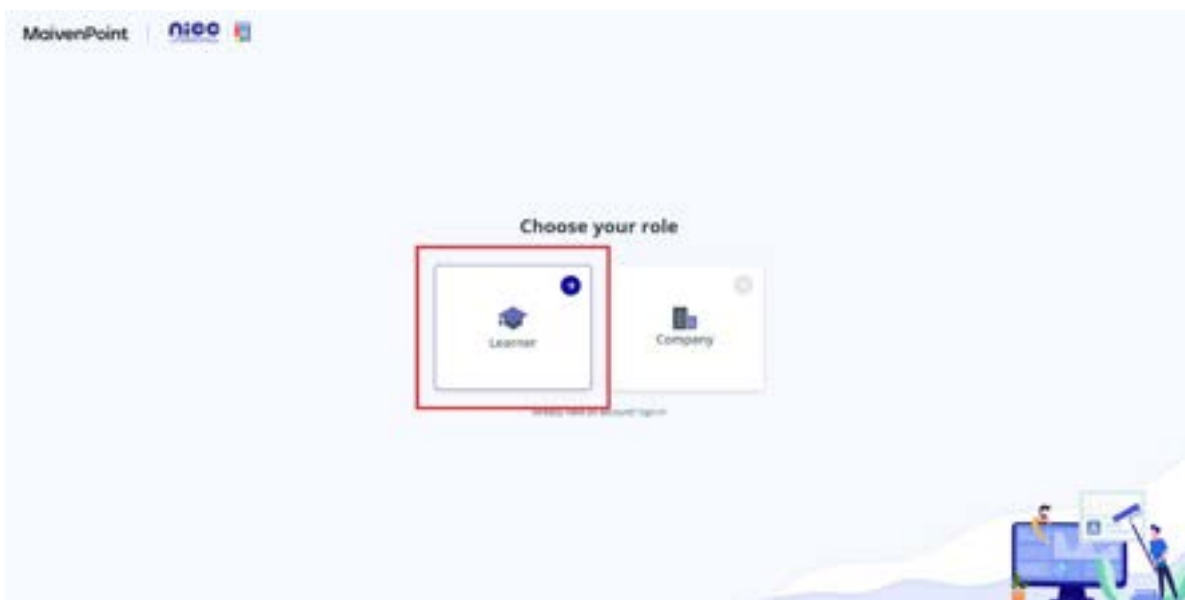
1: 创建您的学员帐户

请按照以下步骤使用您的 Singpass 创建您的学员帐户。

1: 请点击此处的链接: <https://niec-portal.edutechonline.com/> 然后请点击: “Create One”。



2: 请点击 “Learner”。(如果您是公司赞助的申请者, 请也选择 Learner)。



3: 点击通过 Singpass 注册。您将被重定向至 Singpass QR 码页面 以进行登录。



4: 填写您的联系方式后，您将收到一封包含安全验证码的电邮，请系统中输入安全验证码以完成验证。

Information

The verification code has been sent to the email address.

OK

MaivenPoint | niec

Welcome to Vitae
Register as a Learner
To register as a Learner you need to fill in the following information.

Provide your information

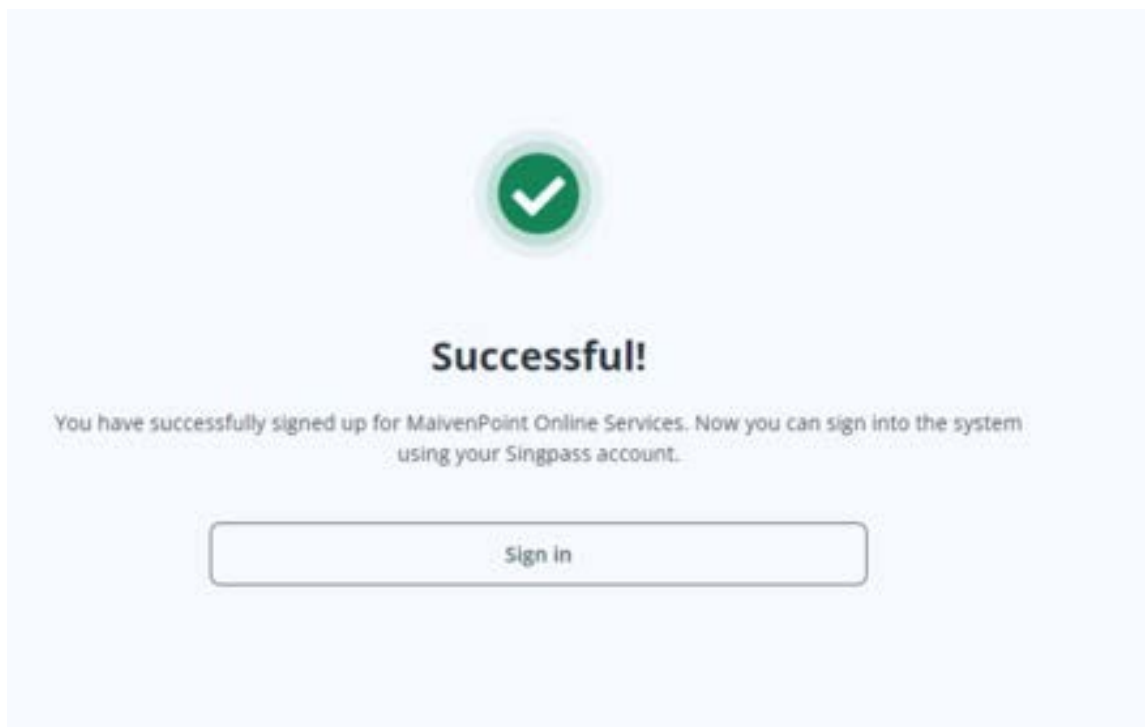
Email address * User ID (JAKO ID) *

Mobile number * Phone Number

Gender ☐ Male ☐ Female

Security verification * [Get verification code](#)

5: 您已成功创建您的学员帐户！



2: 如何以自费申请者提交申请:

1: 进入您希望申请的课程网页。以本示例为例, 我们将使用课程“**幼儿保育与教育专业文凭课程 - 教学**”。找到您想要报名的开课时间后, 点击“**现在申请**”按钮。



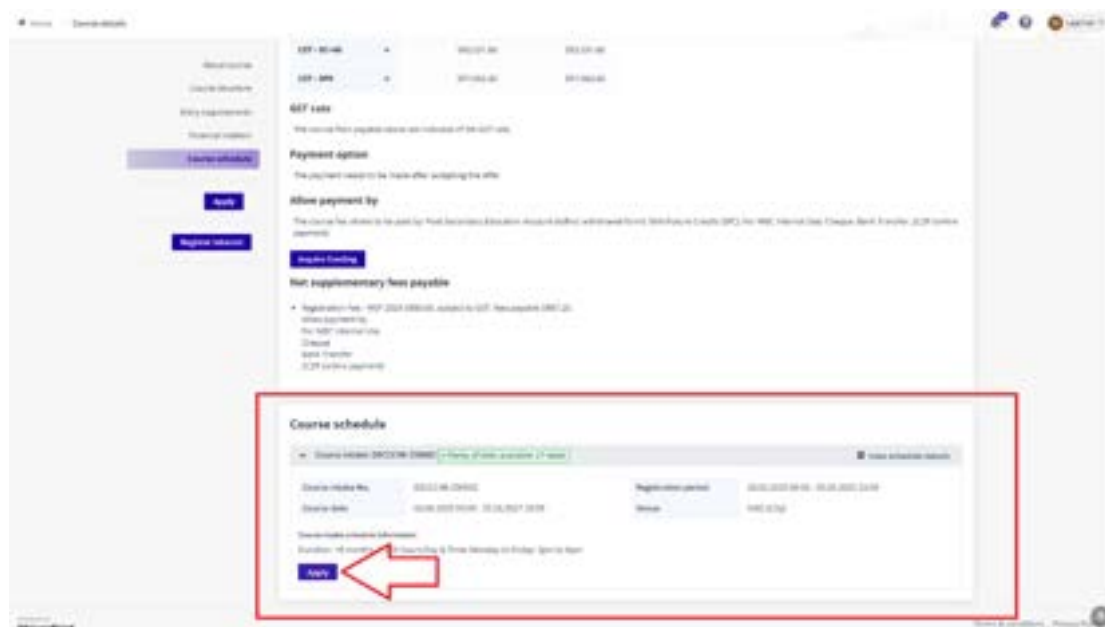
2: 阅读 [条款和条件](#), 并确保您已符合课程的入学的要求。确认无误后, 点击“**继续**”。



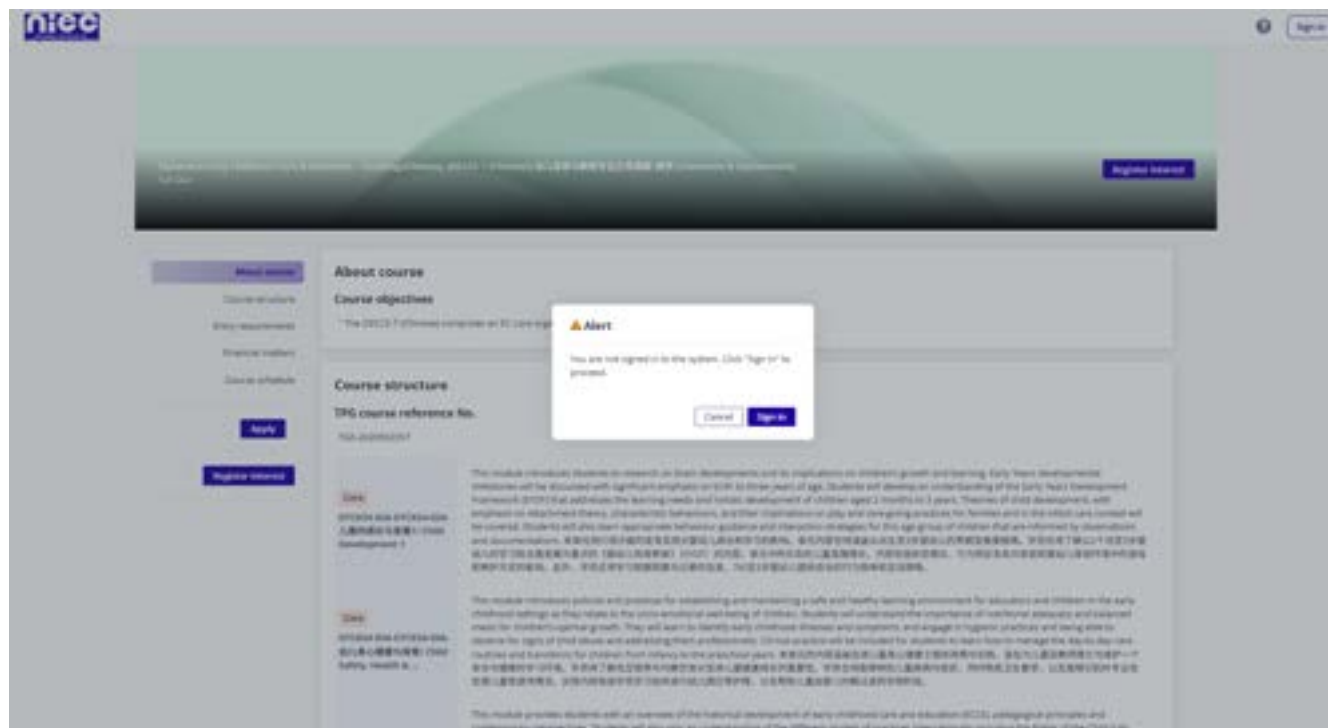
3: 您将进入如下页面。请点击 “Apply” （申请）按钮以开始填写申请表。



4: 选择您想申请的正确开课时间。请留意课程的开始日期以及上课模式（例如：周一至周五，下午 2 点至 6 点 / 每周三天或晚上 6 点半至 9 点半，以及周六上午 9 点至下午 3 点）。确认后，请再次点击 “Apply（申请）”。

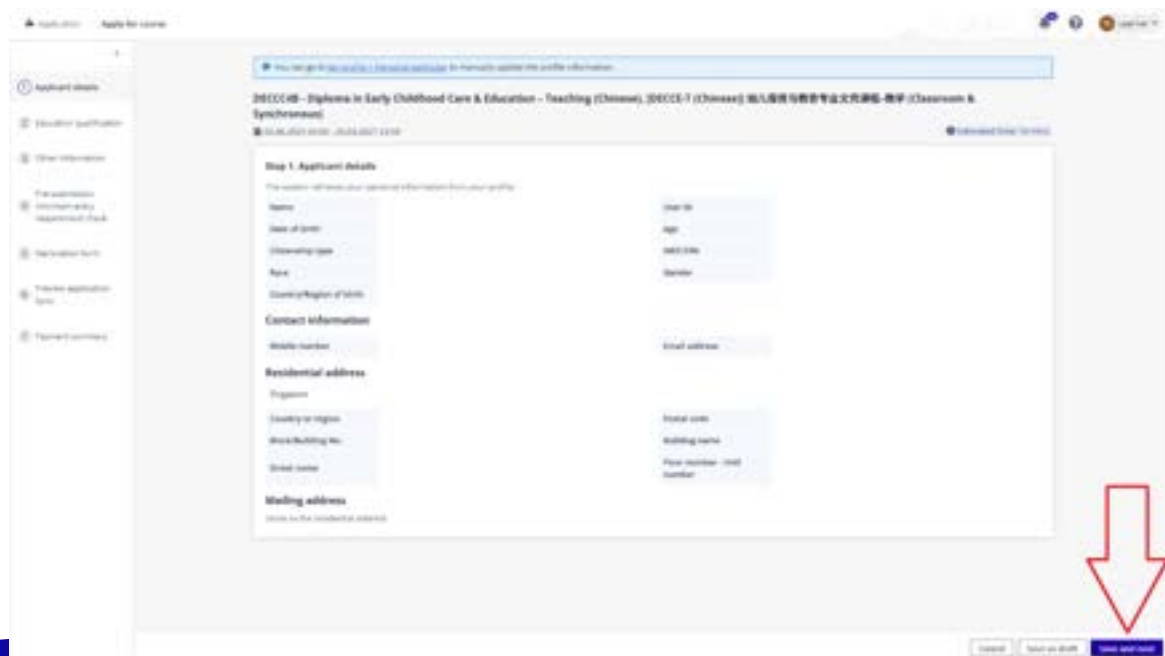


5: 如果您尚未登录, 系统将提示您在此处登录。



6: 登录后 / 如果您已成功登录, 您将看到以下页面:

请确保下方显示的个人信息是否正确无误。确认无误后, 点击 “Save and Next” (保存并继续) 继续填写申请表。



7: 上传您的学历证明文件，并点击“Save and Next”。

Application: Apply for course

Step 2: Education qualification

☐ No formal qualification

Provide the information of your education qualifications for course application.

[Add education qualification](#)

No.	Qualification type	Academic qualification/professional certification	Full-time/part-time	Completed with its part	Grades/GPA	Year of award	Award institution	DOB
No item to show in this view.								

Supporting documents *

[Select system files](#)

Drag files here, or [browse](#) your computer. (Only .docx and .pdf)

[Cancel](#) [Save as draft](#) [Back](#) [Save and next](#)

8: 回答所显示的问题。

Application: Apply for course

Step 3: Other information

Additional information

您是否有下列情况? 请勾选下面选项:

- ☐ 任何疾病
- ☐ 犯罪案
- ☐ 戒毒或戒毒
- ☐ 平复过期的缓刑
- ☐ 平复过期的缓刑
- ☐ 平复过期的缓刑
- ☐ 平复过期的缓刑
- ☐ 平复过期的缓刑
- ☐ 缓刑
- ☐ 戒毒或戒毒
- ☐ 以上都不是
- ☐ 其他

如果您有上述任何情况, 请在此处提供说明:

请在此处提供说明, 或在此处提供说明:

Maximum number of characters: 200

您是否曾以董事或成员身份加入任何慈善机构?

- ☐ 是
- ☐ 否

您是否曾以董事或成员身份加入任何慈善机构?

- ☐ 是
- ☐ 否

9: 请确保您已上传所有必要的支持文件，然后点击 “Save and Next”。

10: 您可能会看到您的学历资格显示为 “Not Checked”（未审核）。您可以忽略此提示并继续提交申请。请务必确保您符合课程入学要求，然后点击 “Save and Next”（保存并继续）

11: 阅读并确认声明表格，然后点击“Save”

Step 3: Declaration Form
Click Declaration forms to view details and acknowledge the declaration.

Declaration form	Status
View Terms and Conditions	

[View Terms and Conditions](#)

Declaration

- I confirm that NIEC may collect, use and disclose to any relevant third party, all information relating to my personal information as stated in the privacy policy. The terms of NIEC's Privacy Policy, please refer to our website [NIEC](#).
- I understand the requirement to provide accurate and complete information for the application and confirm that I have read and understood the terms and conditions of the program and I will be subject to the terms and conditions of the program and I will be subject to the terms and conditions of the program and I will be subject to the terms and conditions of the program.
- I am physically fit and have the energy to take part in physical tasks and activities that involve playing and running with children, sitting on the floor or on my hands, kneeling and standing which are required for the program.
- I affirm that all information submitted in this application is true and complete, and the information provided will be used as a basis of consideration for my future application. I will be liable for the accuracy of the information submitted and I will be liable for the accuracy of the information submitted and I will be liable for the accuracy of the information submitted.

☐ I hereby acknowledge and accept the responsibilities under this declaration

[Cancel](#) [Save](#)

12: 点击“Save and next”

Step 3: Declaration Form
Click Declaration forms to view details and acknowledge the declaration.

Declaration form	Status
View Terms and Conditions	

[View Terms and Conditions](#)

Declaration

- I confirm that NIEC may collect, use and disclose to any relevant third party, all information relating to my personal information as stated in the privacy policy. The terms of NIEC's Privacy Policy, please refer to our website [NIEC](#).
- I understand the requirement to provide accurate and complete information for the application and confirm that I have read and understood the terms and conditions of the program and I will be subject to the terms and conditions of the program and I will be subject to the terms and conditions of the program.
- I am physically fit and have the energy to take part in physical tasks and activities that involve playing and running with children, sitting on the floor or on my hands, kneeling and standing which are required for the program.
- I affirm that all information submitted in this application is true and complete, and the information provided will be used as a basis of consideration for my future application. I will be liable for the accuracy of the information submitted and I will be liable for the accuracy of the information submitted.

☒ I hereby acknowledge and accept the responsibilities under this declaration

[Cancel](#) [Save as draft](#) [Back](#) [Save and next](#)

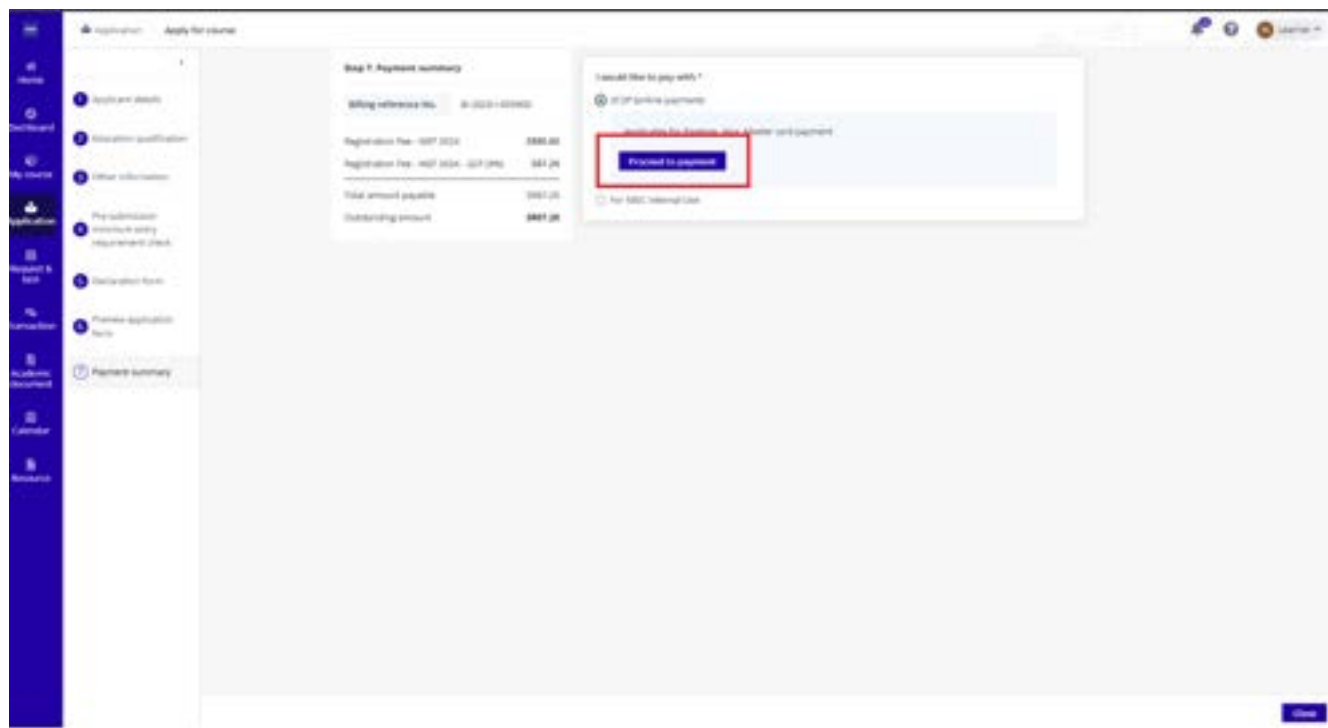
13: 请核对您的信息是否正确。点击 “Confirm and pay” 。

The screenshot shows the 'Confirm and pay' step of the application form. The form is titled 'Confirm and pay' and contains several sections for the applicant to review and confirm. The sections include: 'Step 6: The minimum salary requirement check', 'Minimum salary requirement declaration', 'Step 6: Declaration', and 'Declaration form'. The 'Declaration form' section has a 'Declaration form' table with columns for 'Declaration form' and 'Status'. The 'Status' column shows 'Pending approval and payment'. A red arrow points to the 'Confirm and pay' button at the bottom right of the form.

14: 点击 “Pay now” 。请注意，只有在您支付了注册费用后，您的申请才会被处理。

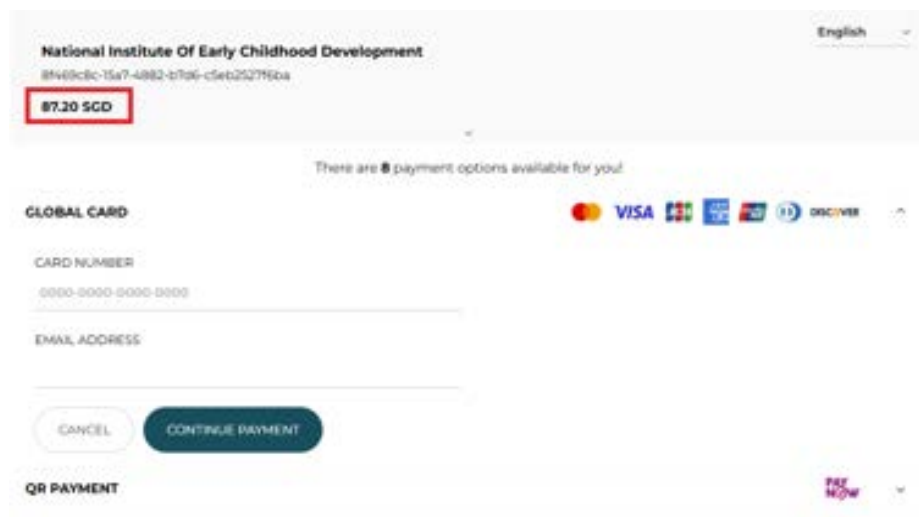
The screenshot shows the 'Confirm and pay' dialog box. The dialog box is titled 'Confirm and pay' and contains the following text: 'You have completed the application form. Please confirm, information of all data cannot be added anymore.' Below this text, there are two radio button options: 'Pay now' (selected) and 'Pay later with other pending applications in Application - Pending to be reviewed'. At the bottom of the dialog box, there are two buttons: 'Cancel' and 'Pay now'. The background of the form is dimmed, and the 'Pay now' button is highlighted.

15: 选择 **2C2P (Online Payment)**，然后点击 **“Proceed to payment”**。



银行卡支付:

输入您的银行卡信息后，系统将提示您输入一次性密码（OTP）：

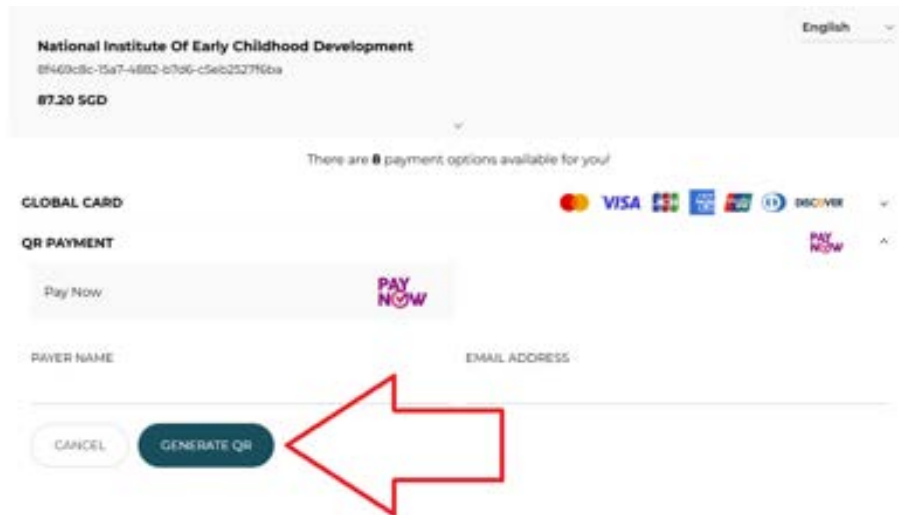


The screenshot shows a web interface for 2C2P Secure Cardholder Verification. At the top left is the 2C2P logo. At the top right, there is a language dropdown menu set to 'English' and a Mastercard logo with the text 'ID Check'. The main heading is 'Secure Cardholder Verification'. Below this, a message states: 'This authentication is simulated by 2C2P, verify your transaction by entering OTP in the field below.' The transaction details are listed: 'Merchant:', 'Amount: 87.20 SGD', 'Date: 29 Apr 2025', and 'Card Number:'. Below these details is a large, empty rectangular input field for the OTP. Under the input field is a link that says 'Request New OTP'. At the bottom of the form are two buttons: a grey 'Cancel' button and a dark teal 'Submit' button. At the very bottom, there is a small copyright notice: 'Copyright © 2024 2C2P PTE., LTD. All rights reserved.'

输入 OTP 后点击“Submit”。

PayNow 支付:

输入您的信息并选择“Generate QR”。



National Institute Of Early Childhood Development
8f469c8c-15a7-4882-b796-c5e82527f6ba
S\$7.20 SGD

There are 2 payment options available for you!

GLOBAL CARD
VISA
DISCOVER

QR PAYMENT
Pay Now

PAYER NAME
EMAIL ADDRESS

CANCEL GENERATE QR

随后您可以扫描付款二维码并完成支付。



QR PAYMENT
Pay Now

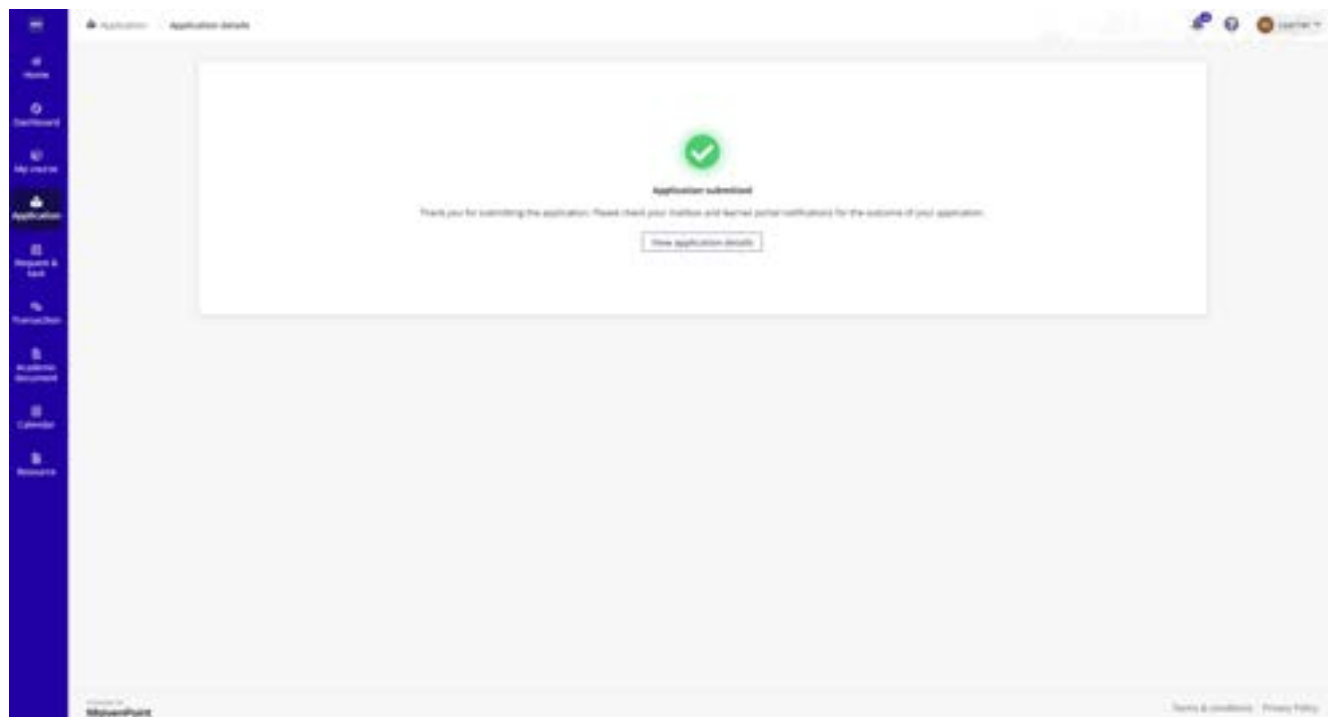
Please pay within 20 minutes. Time remaining: 19:34

PLEASE SCAN THE QR CODE USING A PAYNOW COMPATIBLE APP TO CONTINUE WITH THE PAYMENT.

Note: Payment will be made to 2CSP, the payment provider engaged by National Institute Of Early Childhood Development.

CANCEL SAVE QR CODE

16: 报名成功后，您将看到此页面。您也将收到一封电子邮件，通知您申请已成功提交。

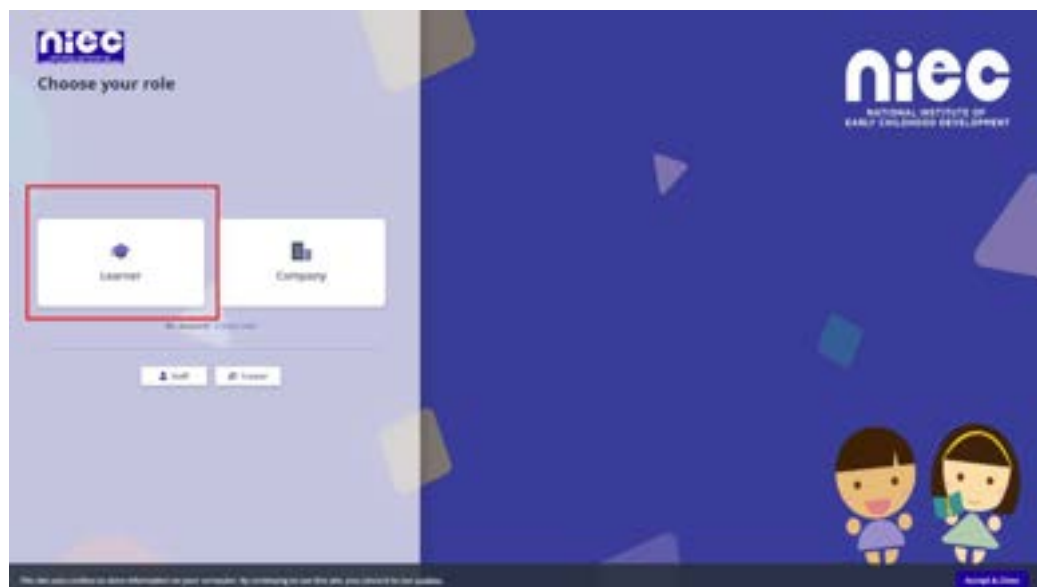


3: 如何以公司资助申请者提交申请:

1: 您的公司应已提供给您一个**专属链接**。如果您没有从公司收到专属链接，**请不要以自费申请者身份提交申请**，并请通知您的公司您需要**专属链接**来提交申请。

在此示例中，我们将使用课程“**幼儿保育与教育专业文凭课程 - 教学**”。找到您想要报名的开课时间后，点击“**现在申请**”按钮。

2: 点击此处以“Learner”身份登录: <https://niec-portal.edutechonline.com/>



3: 点击公司提供给您的专属链接。您将看到如下页面。请在点击“Save and Next”之前确认页面上显示了您的公司信息。

The screenshot shows the 'Step 1: Applicant details' page. The 'Company sponsorship information' section is highlighted with a red box. It includes fields for 'Company name', 'Company type', 'Company address', and 'Company contact details'. A red arrow points to the 'Save and Next' button at the bottom right.

4: 上传您的学历证明文件，并点击“Save and Next”。

The screenshot shows the 'Step 2: Education qualification' page. The 'Add education qualification' section is highlighted with a red box. It includes a table for adding qualifications and a 'Save and Next' button at the bottom right.

5: 回答所显示的问题。

6: 请确保您已上传所有必要的支持文件，然后点击“Save and Next”。如果您是通过**职业转换计划（CCP）**申请的学员，请务必上传您最新的简历，以及入职通知函（Letter of Appointment），须注明入职日期及薪资信息。

7: 您可能会看到您的学历资格显示为“Not Checked”（未审核）。您可以忽略此提示并继续提交申请。请务必确保您符合课程入学要求，然后点击“Save and Next”（保存并继续）继续申请流程。

The screenshot displays the 'Pre-submission minimum entry requirement check' page. The left sidebar contains navigation links: 'Application details', 'Education qualification', 'Other information', 'Pre-submission minimum entry requirement check' (highlighted), 'Consent form', 'Previous application form', and 'Payment summary'. The main content area is titled 'Step 4. Pre-submission minimum entry requirement check' and includes a sub-header 'The minimum entry requirement check results for your application will be provided.' Below this, there are three sections, each representing a condition. Each section has a 'Highest qualification' field and a 'Not checked' status indicator. The conditions are: Condition 1 (Secondary full time: 9-10), Condition 2 (Post-secondary from Further's General & Vocational full time: 11-12), and Condition 3 (Secondary or Equivalent full time: 11-12). At the bottom, there is a 'Minimum entry requirement Declaration' section with a checkbox and a 'Save and exit' button. A red arrow points to the 'Save and exit' button.

Step 4. Pre-submission minimum entry requirement check

The minimum entry requirement check results for your application will be provided.

Minimum entry requirement check results

Condition 1

Highest qualification
Secondary full time: 9-10 Not checked

Condition 2

Highest qualification
Post-secondary from Further's General & Vocational full time: 11-12 Not checked

Condition 3

Highest qualification
Secondary or Equivalent full time: 11-12 Not checked

Minimum entry requirement Declaration

☐ I confirm that I have met the minimum entry requirements and wish to proceed

Cancel Save as draft Start Save and exit

8: 阅读并确认声明表格, 然后点击 “Save”

[illegible]

9: 点击 “Save and next”

Application: Apply for course

Step 5: Declaration Form

Give declaration forms to new details and acknowledge the declaration.

Declaration form: Status

[View Terms and Conditions](#) ☒ I hereby acknowledge and accept the responsibilities under this declaration.

Cancel Save as draft Back **Save and next**

10: 请核对信息并点击 “Submit”。

Application: Apply for course

Step 5: Declaration Form

Give declaration forms to new details and acknowledge the declaration.

Declaration form: Status

[View Terms and Conditions](#) ☒ I hereby acknowledge and accept the responsibilities under this declaration.

Cancel Save as draft Back **Submit**

11: 报名成功后，您将看到此页面。您也将收到一封电子邮件，通知您申请已成功提交。

