

TERMS AND CONDITIONS

Please read the following terms and conditions carefully before submitting your registration. By submitting the registration, you have read, understand and accept the terms and conditions.

Personal Data Protection Act (PDPA) Policy

DASL Academy Pte Ltd shall collect, use, disclose or retain any personal information necessary from participant(s) to facilitate training-related matters, as per authorities' requirements. We shall manage all personal information in accordance with the policies and procedures of DASL Academy Pte Ltd and to keep the information strictly confidential. Participant information will not be disclosed to any external organisation unless such information is requested to authenticate certification or is required by law.

Registration

Participant(s) are required to provide their personal information correctly and accurately upon registration. Registration is only confirmed upon payment.

Payment Terms

Payment for the course must be made at least seven (7) days before the course commencement date. Registration will be cancelled if payment has not been received by the required payment date.

Payment Method

Please indicate invoice number and company name for ease of tracking payment.

Paynow

Company UEN: 202012119E

Bank Transfer

Bank Name: United Overseas Bank Limited

Bank Account Number: 701-335-856-0

Bank Code: 7375

Bank Branch: 001

Swift Code: UOVBSGSG

Course Fee Funding

SkillsFuture Singapore (SSG) provides course fee funding for individuals and employers who sponsor their employees for training.

To be eligible for the funding, participant(s) must be a Singapore Citizen or Permanent Resident. Kindly ensure the details provided in the registration form are accurate and correct.

Note that all grants are subjected to final approval by SSG. DASL Academy Pte Ltd reserves the right to recover back the funded amount from individuals or employers if participant(s) do not meet the eligibility criteria, such as:

- a) Participant failed assessment
- b) Participant did not meet minimum attendance stipulated for a course
- c) SSG rejects the training grant application even after course has ended

Course Confirmation

Course confirmation will be sent out three (3) working days before the course commencement.

Cancellation or Postponement

DASL Academy Pte Ltd reserves the right to cancel or postpone the course due to unforeseen circumstances.

Certification of Attendance / Statement of Attainment

Certificate of Attendance will only be awarded to participant(s) who have completed the course and pass the assessment by DASL Academy Pte Ltd. Statement of Attainment will be awarded by SkillsFuture Singapore (SSG) upon successful completion of the course. Participant(s) are required to sign in and out in the attendance

Withdrawal and Refund Policy

All withdrawal and refund requests must be made in writing and subject to approval.

Refund of Course Fee

100% – 3 weeks before course commencement

50% – 2 weeks before course commencement

0% - 1 week before course commencement

Registered participant(s) who do not show up for the course will be considered as “no show” and DASL Academy Pte Ltd reserves the right to charge 100% of full course fee.

Rescheduling of Course

Course rescheduling must be made in writing and the written notice must be submitted at least seven (7) working days before course commencement. Reschedule of course dates are subjected to availability of seats.

Rescheduling of course date due to a valid reason is acceptable by providing proof of medical certificate.

Reschedule of course date is allowed only up to three (3) times. No refund of course fee after the 3rd rescheduling and DASL Academy reserves the right to charge 100% full course fee.

Replacement of Participant

Participant(s) may nominate a replacement by informing in writing at least five (5) working days before the course commencement. DASL Academy Pte Ltd reserves the right to reject such request that was notified less than five (5) working days.

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