



FAQs for training courses

1. How to register the course?

Please fill in the registration form (the form can be downloaded from the website, <http://www.ut.sg>, under registration or request from enquiry@ut.sg) and send the filled form to enquiry@ut.sg, and make payment as follows.

Cheque/Bankdraft payment

Make payable to *Universal Technology Centre LLP*.

Mail to "Universal Technology Centre, 10 Anson Road, International Plaza #10-11, Singapore 079903.

Bank transfer

Account No: 020-901961-6, Universal Technology Centre LLP

Bank name: DBS Bank Ltd

12 Marina Boulevard, DBS Asia Central

Marina Bay Financial Centre Tower 3

Singapore 018982

2. If registered person(s) could not attend, can we replace with others?

Companies may replace participants who have signed up for the course, given one week notice before course commencement.

3. Can I get refund if the course is cancelled?

UTC reserves the right to change or cancel any course, in light of unforeseen circumstances. Full refund is applicable in case of cancellation.

4. Can I withdraw the registration?

If you withdraw the registration two months before the course commencement, full refund is given.

If your withdraw is made in 1-2 months before the course commencement, 50% refund will be applied.

If the withdraw is made less than 1 month before the course commencement, no refund will be provided. Replacement is acceptable, given one week notice before course commencement.

5. What are the terms and conditions for e2i subsidy?

Eligibility for e2i subsidy: Professionals, managers and executives of Singaporean or PR with at least 75% attendance. Participants who do not fulfill the above criteria are not eligible for e2i funding, and are required to pay the course fee in full.

6. What is PIC Grant?

When the course fee paid by companies, they can enjoy 400% tax deductions/allowances and/or 40% cash payout for investment in innovation and productivity improvements under the Productivity and Innovation Credit (PIC) scheme.

Find more at <http://iras.gov.sg/irashome/PIcredit.aspx> or email to picredit@iras.gov.sg

7. When the registration is closed?

The registration will be closed 10 days before the course commencement.

8. Where can I contact the organiser with any questions?

Please visit www.ut.sg, email to enquiry@ut.sg or call/SMS to (65)81380509.