

APPLICATION GUIDE

For Singapore Cooperation Programme Courses

5-Step Application Process

1

Search for a course.

2

Check eligibility and course details.

3

Fill in application.

4

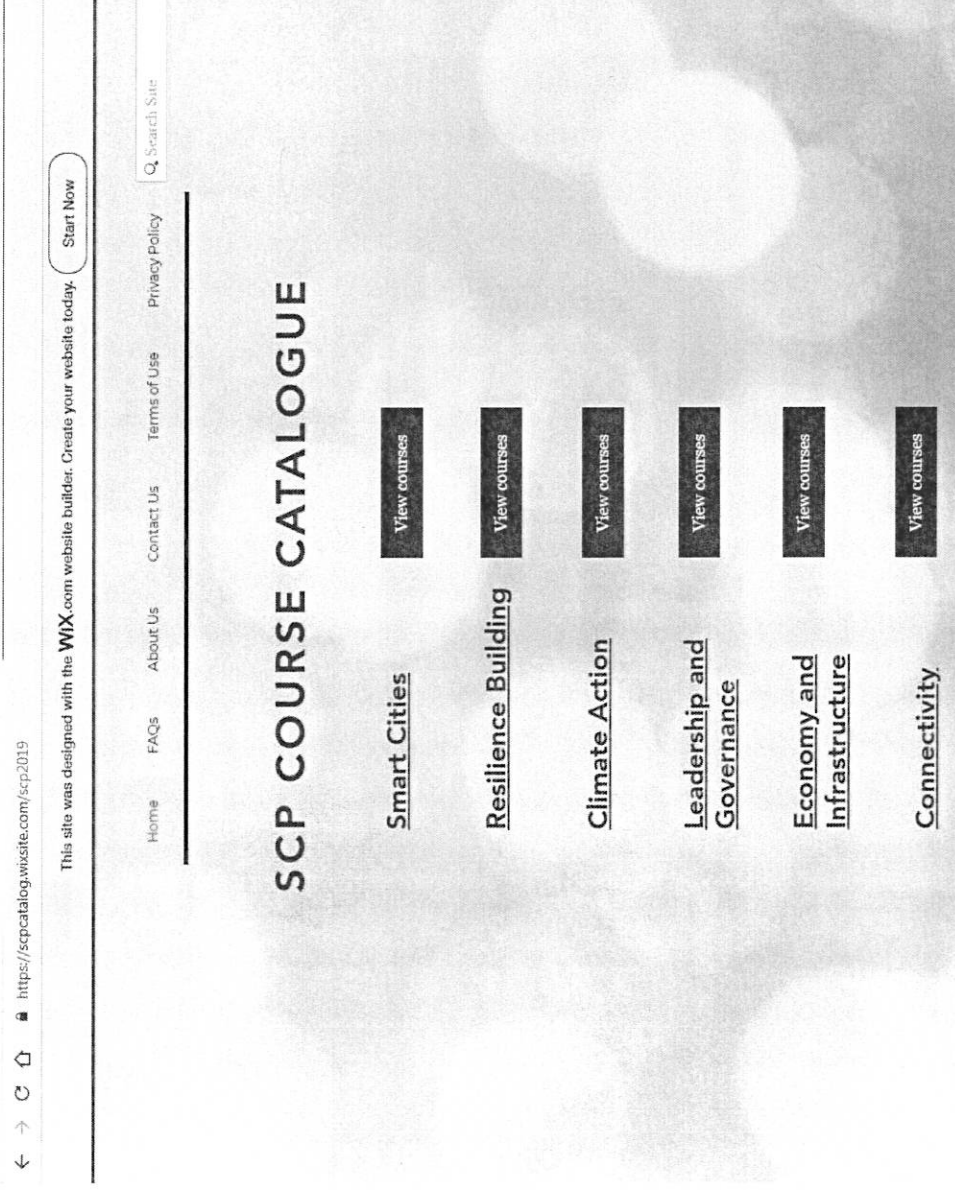
Submit application.

5

Seek NFP endorsement.

1. Search for a course

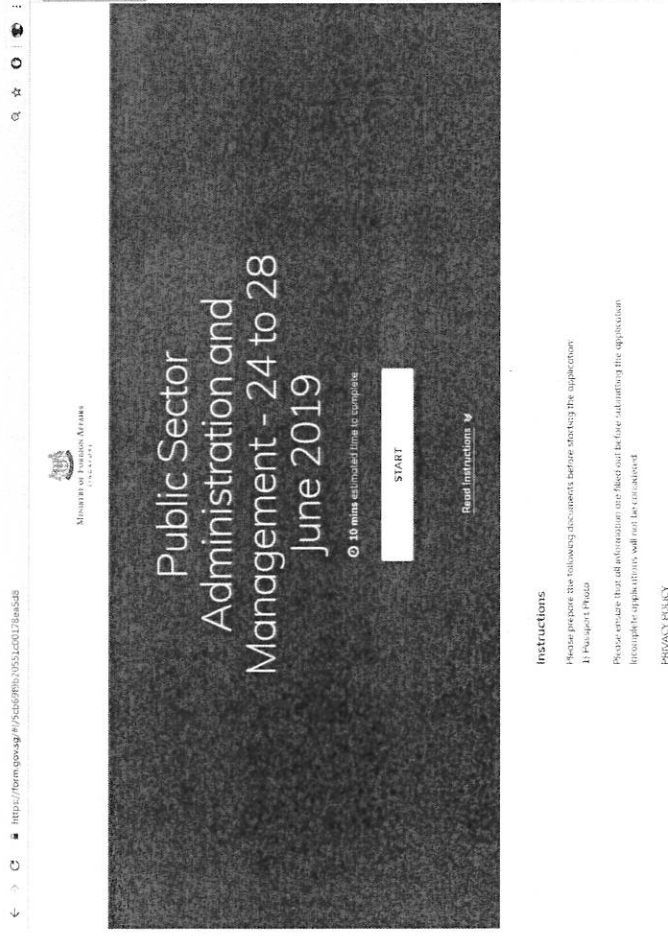
- Browse our course catalogue at our website (<http://scpcatalog.wixsite.com/scp2019>).
- Click on any of the categories for the list of courses under that category.
- Select a course in the listing for more details (e.g. course synopsis, course dates, etc.).



3. Fill in Application

- Follow the instructions on the page when filling in the Application Form.
- When doing so, ensure that you have the following documents/information on hand:

1. Softcopy of **passport photo** (in jpeg, jpg, png)
2. **Curriculum vitae** (or employment and educational records)
3. **Supervisor's email address**



3. Fill in Application

- Please complete all fields **except** the last field which is meant for your National Focal Point.
- Once you have completed the application, click on the "Submit" button.
- You would be prompted to complete/correct any field that has missing/incorrect information.

☆ 0 1 2

https://form.gov.sg #/5c6f96b2055cd0178e95d8

Read Instructions

Instructions

Please prepare the following documents before starting the application:
1) Passport Photo

Please ensure that all information are filled out before submitting the application.
Incomplete applications will not be considered.

Applicant's Details

1. Full Name (as per passport)

Please fill in required field

2. Solutation

3. Please upload a recent passport-sized photo of yourself

4. Submit Application

- Once ready, click on the "Submit Application" button.
- You will land on the "Thank You" page (see example on the left) upon successful application.

Preview mode

https://form.gov.sg/4f5cd69fb20551c0078ea5d8/preview

☆ ○ ○ ○ ○ Edit form


MINISTRY OF FOREIGN AFFAIRS
SINGAPORE

Thank you for your interest in our SCP courses.

We will process the application, and update you in due course.

Like us on our Facebook page <https://www.facebook.com/SCPFriends/today/>

[Submit another application](#)

How would you rate your overall experience today?

* Help us improve by sharing with us how we did

👍 👎 😐 😊 😞

Any other feedback?

5. Seek NFP endorsement

- An acknowledgement email, which includes a copy of the completed application form, will be sent to you.
- Print this form and submit it to your National Focal Point for endorsement.
- Lastly, wait to hear from us on the results of your application.

Form 22-A (2019-11-12 AM)

Ministry of Foreign Affairs <donotreply@mail.mfa.gov.sg>
Application for SCPTA; Public Administration and Management (24 to 28 June 2019)

Dear Sir or Madam

Thank you for submitting your application. Please print out the form and seek endorsement from your National Focal Point for Technical Assistance (NFP). Applications with no endorsement will not be considered.

Please contact nfp@mfa.gov.sg for further enquires.

Thank you

Regards,
The Singapore Cooperation Programme Team

A summary of your response is shown below. A PDF summary is also attached for your convenience.

Form Title	Test Application
Form Link	https://form.mfa.gov.sg/54b699b0/551100178a65d8
Reference Number	50845f8a759930017a767ae
Time Submitted	Mon, 22 Apr 2019 11:33:07 AM
Full Name (as per passport)	David
Submission	Mr
Gender	Male
Date of Birth	23 Apr 1975

Please upload a recent passport-sized photo of yourself

Sample File (jpg) 24 KB

Response (pdf) 24 KB

Print to an Internet-enabled browser. Please check the status before your response.

ENABLING NATIONAL SPATIAL DATA INFRASTRUCTURES

30 SEPTEMBER TO 4 OCTOBER 2019

Sponsored by the

SINGAPORE COOPERATION PROGRAMME

under the

SINGAPORE COOPERATION PROGRAMME TRAINING AWARD

to be conducted by the

SINGAPORE LAND AUTHORITY

Singapore Cooperation Programme

Singapore has provided technical assistance to other developing countries since the 1960s. As a country whose only resource is its people, Singapore believes that human resource development is vital for economic and social progress. Singapore itself has benefited from training provided by other countries and international organisations.

In 1992, the Singapore Cooperation Programme (SCP) was established to bring together under one framework the various technical assistance programmes offered by Singapore. Through the SCP, the range and number of training programmes were increased to share Singapore's development experience with other developing countries.

To date, over 127,000 officials from more than 170 countries and territories have participated in our courses and study visits. The SCP is managed by the Technical Cooperation Directorate of the Ministry of Foreign Affairs, Singapore.

Course Objectives

This course aims to share Singapore's experience in the use of geospatial information and technology for planning and decision-making across sectors. It will guide participants to make useful recommendations for their countries' National (or Municipal) Spatial Data Infrastructures.

Synopsis

Topics to be covered include:

- Introduction to geospatial information and technology, its global trends and good practices
- Overview of Singapore's National Spatial Data Infrastructure, GeospatialSG
- Policies, technologies and capacity-building initiatives for the management, sharing and use of geospatial information
- Geospatial analytics for various planning applications

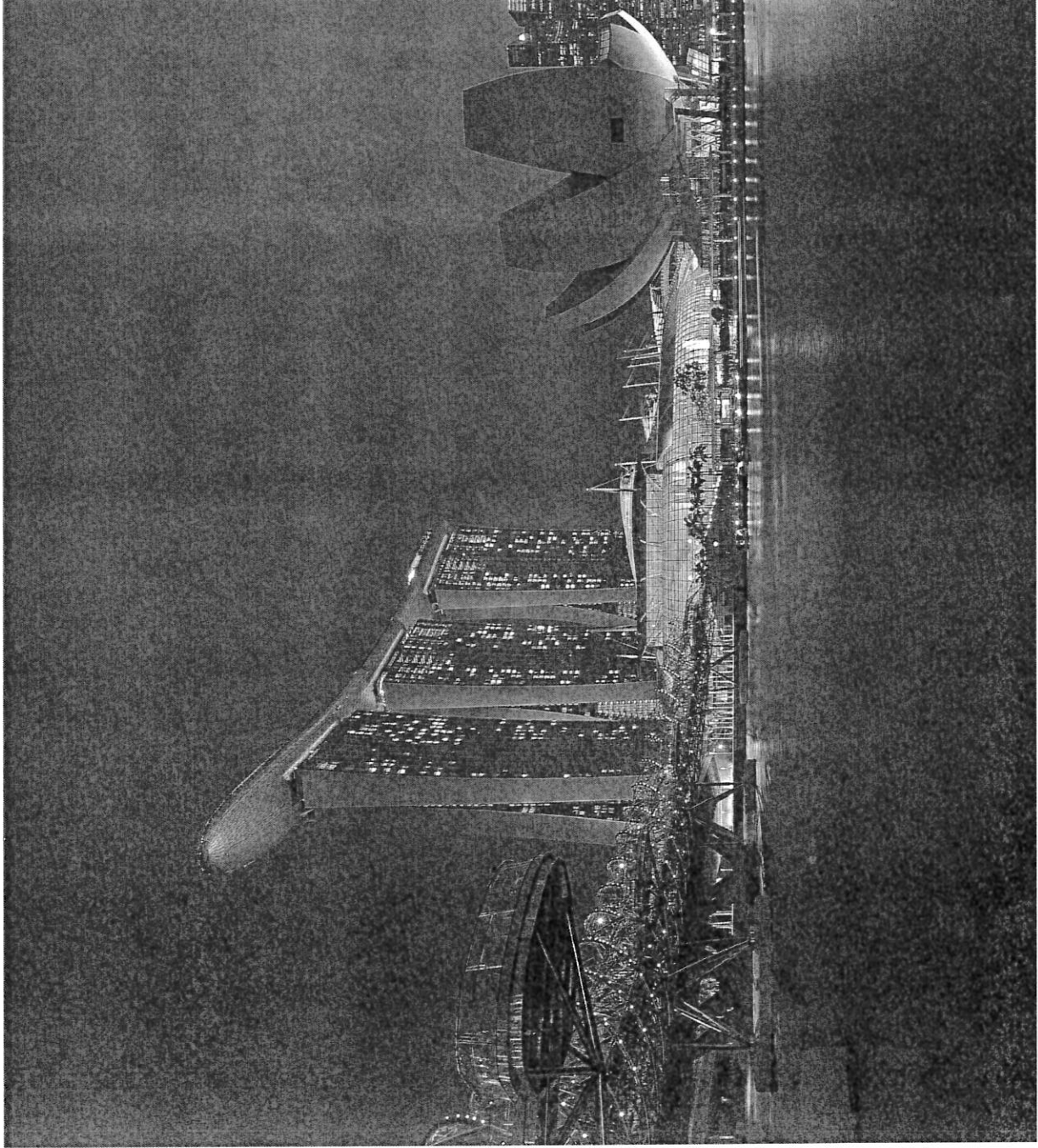
SINGAPORE COOPERATION PROGRAMME

Technical Cooperation Directorate
Ministry of Foreign Affairs
Tanglin

Singapore 248163

Tel: (65) 6379 8000

Email: mfa_scp@mfa.gov.sg



NFP ENDORSEMENT GUIDE

For Singapore Cooperation Programme Courses

3-Step NFP Endorsement Process

1

Receive
application.

2

Review application.

3

Submit
endorsement.

<http://www.mvz.ch/epub/205120117/04318>

XXX XXX XXX

**[To be completed by National
Focal Point for Technical
Assistance] NFP Endorsement
(please affix seal here or attach
a Diplomatic Note)**

- We have instructed all interested applicants to submit their completed forms to the National Focal Point (NFP) for endorsement.
- You should therefore expect interested applicants to approach you to endorse their application.
- An example of a completed application form is on the left.

Job Description	XXX
Reason for Application	XXX
Have you attend any courses under the Singapore Cooperation Programme?	No
Name	XXX
Employment Details (Organisation, Department, Designation)	XXX, XXX, XXX
Supervisor's Email Address	
Please describe why the applicant has been nominated for this course.	XXX
Please describe what skills/knowledge you would like the applicant to gain from this course.	XXX
Acknowledgement	I fully understand that if I fail to comply with the terms and Conditions of the training award, and/or any of the above declarations are found to be untrue, the award will be terminated with immediate effect and I will be liable to depart from Singapore at my own expense.

[To be completed by National Focal Point for Technical Assistance] NFP Endorsement (please affix seal here or attach a Diplomatic Note)



2. Review application

- NFPs will have full access to all the information regarding an applicant.
- NFPs can review the application forms before deciding whether to endorse an applicant or not.

Job Description	XXX
Reason for Application	XXX
Have you attend any courses under the Singapore Cooperation Programme?	No
Name	XXX
Employment Details (Organisation, Department, Designation)	XXX, XXX, XXX
Supervisor's Email Address	
Please describe why the applicant has been nominated for this course.	XXX
Please describe what skills/knowledge you would like the applicant to gain from this course.	XXX
Acknowledgement	I fully understand that if I fail to comply with the Terms and Conditions of the training award, and/or any of the above declarations are found to be untrue, the award will be terminated with immediate effect and I will be liable to depart from Singapore at my own expense.

[To be completed by National Focal Point for Technical Assistance] NFP Endorsement (please affix seal here or attach a Diplomatic Note)



3. *Submit endorsement*

- There are two ways NFPs can provide endorsement:
 - NFPs are to affix the organisation stamp/seal at the “NFP Endorsement” portion of the application form (see example on the left). NFPs are then required to either send us the completed forms via email (mfa_scp@mfa.gov.sg) or mail the forms to any of Singapore’s Overseas Missions.
 - Alternatively, NFPs can inform us of your endorsement through official channels (e.g. Diplomatic Note).

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