

## **Frequently Asked Questions (FAQ) – For Candidates**

### **1) Who would be eligible candidates for the programme?**

Eligible candidates would need to meet the following criteria:

- a) Fresh polytechnic graduate\*** with a recognized diploma from any of the 5 local polytechnics
- b) Singapore Citizen / Permanent Resident**

\*A fresh polytechnic graduate is a candidate who has graduated from a local polytechnic **within 3 years** of the course start date (or in the case of NS men, to have ORD-ed within 3 years of the course start date).

### **2) Does the company need to offer full-time employment to the candidate?**

Yes, the company would need to offer **full-time employment** to the candidate and to pay a **recommended monthly salary of \$2500** for the duration of the programme.

### **3) How does a company secure a suitable candidate for the programme?**

Here is the workflow for the hiring process of a candidate:

- Candidates will indicate their choice of companies (from the list of job descriptions submitted by participating companies) and submit their CVs to NP.
- NP will e-mail the candidate CVs to the selected company for their review.
- Company will contact shortlisted candidates for job interviews
  - If the candidate passes the interview, then the company can proceed to offer the candidate the job.
  - The candidate has the option to accept or reject the job offer. Once the candidate accepts the job offer and signs the employment contract, then the candidate is **committed to complete the programme**.

### **4) When would a company need to employ the candidate?**

The company would need to employ the candidate **before the start date of the course**.

For example, if the course commences on **1<sup>st</sup> May 2019**, then the candidate would need to be employed by the company before the course commencement date. The company would need to release the candidate to attend classes at Ngee Ann Polytechnic.

### **5) Is the company required to pay for the candidate's course fee?**

Yes. As this is a company-sponsored programme, the **company would need to pay for the candidate's course fee**.

**6) What are the modules that the candidate has to complete?**

The candidate has to **complete 4 modules (3 core modules and 1 elective module)** (Refer to Table 1). The candidate will be awarded the “**Certificate in Entrepreneurship**” upon successful completion of the one year\* programme.

**TABLE 1**

<b>Certificate in Entrepreneurship</b>	<b>No. of Hours</b>
Core modules: <ul style="list-style-type: none"><li>• Startup Finance &amp; Operations</li><li>• Startup Product Development</li><li>• Project</li></ul>	30 hrs 30 hrs 30 hrs
Elective modules (choose one): <ul style="list-style-type: none"><li>• Business Development</li><li>• Digital Marketing</li><li>• User Experience Design</li></ul>	90 hrs 90 hrs 90 hrs
Total Programme Hours	180 hrs

*\*Terms & conditions apply*

**7) Can the candidate spread the course over an unlimited time period (eg 2 years or more)?**

No. As the **maximum candidature period** is one year\*, candidates cannot extend the course beyond this period.

*\*Terms & conditions apply*

**8) How are the modules delivered and graded?**

The modules will be delivered through a series of workshops and are graded as **Pass/Fail** (based on continuous assessment).

**9) If the candidate fails a module, will the candidate have the option to repeat the module?**

No. A candidate **cannot repeat a failed module** and will not be awarded the Certificate in Entrepreneurship.

**10) What is the minimum attendance requirement?**

The minimum attendance requirement is **75%**. However, candidates are strongly encouraged to attend all lessons in order to fully benefit from the course.

**11) Is there a Graduation Ceremony upon completion of the programme?**

No. There is no Graduation Ceremony upon completion of the programme.