BENCHMARK REALPRO PTE LTD

BENCHMARK TRAINING, BENCHMARK RESULTS.

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Mon - Fri, 9.00 am - 5.30 pm

Council For Estate Agencies (CEA)

Approved Course Provider (ACP)

For RES And CPD Courses.

ADVISORY

"The RES examinations scheduled for February and June this year (i.e. 2020) have been cancelled due to the COVID-19 situation. As the demand to sit for the next examination is expected to be high, we seek your understanding that you may not be able to register for the RES examination this year should you wish to sign up for and attend the RES course now."

REAL ESTATE SALESPERSON (RES) COURSE APPLICATION FORM

PLEASE COMPLETE ALL INFORMATION IN BLOCK LETTERS

(A) PERSONAL PARTICULARS (*denotes mandatory field)	
*Full Name (As in NRIC): Mr / Ms / Mrs / Dr	
*Surname:	*Gender: Male / Female
*NRIC / Passport No:	*Residential Mobile No:
*Date of Birth:	Home No:
*Nationality:	Office No:
*4 GCE 'O' Level ^Yes / No *WPLN Level 5 ^Yes / No All 5 Modules must have at least level 5 or above. ^Where applicable	*Highest Educational Standard Attained: _____ _____ **Note:** *Degree (local) refers to graduate degrees conferred by any of the local autonomous university in Singapore. *Diploma (local) refers to diplomas conferred by any of the local polytechnics in Singapore.
*Residential Address:	Singapore _____
*Email Address:	
*Present Employment Sector:	Present Occupation:

(B) RES COURSE APPLICATION
RES Intake _____/_____ Commencing On _____/_____/20_____ Time: _____
RES Course Fee: $_____ (No GST)
Bank _____ Cheque No. _____

(C) DECLARATION
I confirm that I have read and understood and agree with all the Terms and Conditions herein.
Date: _____ Signature:_____

(D) FOR OFFICIAL USE	
Payment Mode: (Please tick)	
☐ CASH	
☐ CHEQUE	Bank & Cheque No.
☐ PAYPAL	Paypal Invoice No.
BRPL OFFICIAL RECEIPT No.	

1. Admission Criteria

Important Notice: Please be informed that attending the RES Course and passing the RES Examination does not automatically qualify an individual to be a real estate salesperson. The applicant has to comply with the full registration requirements stipulated under the Estate Agents Act, which include meeting the fit & proper criteria. Please check the complete list of registration criteria on CEA's website before registering for the RES Course.

"For foreigners who wish to register with CEA as salespersons, they will need to have a valid Employment Pass (EP) issued by the Ministry of Manpower (MOM) to work in the real estate agency industry. They should consult an estate agent that is prepared to support their future registration application, who would then check with CEA. Thereafter, when they register for the RES Course, they will need to produce a letter of support from the estate agent."

To attend the RES Course and to sit for the RES Exam, candidates must be at least 21 years old and have a minimum of 4 GCE 'O' Levels passes in two (2) sittings OR Diplomas from the local Polytechnics (NP, SP, TP, RP, NYP) OR Degrees from the local Universities (NUS, SMU, NTU, SUTD) OR WSQ Workplace Literacy and Numeracy (WPLN) Level 5 and above; OR Higher NITEC Certificate OR Equivalent Certificate subject to Council for Estate Agencies (CEA's) approval.

Applicants with private or foreign diplomas/degrees must submit their qualifications through any Approved Course Provider (ACP) to CEA for the purpose of determining whether the minimum educational qualification requirement is met. Kindly allow at least 15 working days or more for CEA to assess your Equivalent Certifications. There shall be a non-refundable administrative fee of $64.20 (including GST) payable to Council For Estate Agencies to assess your application and CEA will inform the applicant on the outcome via email.

Reference Links:
For equivalent qualifications - You may submit scanned copies (limit to 5Mb maximum) of their qualifications together with the Qualification Assessment Request Form:-
http://www.cea.gov.sg/cea/content/estate_agencies_agents/examinations/applyingforCourse.html
via e-mail to the Approved Course Provider which they are interested to enrol for the course.

For more details, please refer to:
http://www.cea.gov.sg/cea/content/estate_agencies_agents/examinations/applyingforexamination.html

Workplace literacy & numeracy (WPLN)
http://www.cea.gov.sg/cea/content/binary/pdfFiles/WPLNFAQCEA.pdf

2. Course Registration

Registration is on a first-come-first-served basis. NO Reservation is permitted. Confirmation of seats will be sent via email to participants. Kindly fill the RES Enrolment Form and attached your photocopy NRIC, Highest Qualification, full payment and send to Benchmark Realpro Pte Ltd (BRPL). BRPL reserves the right not to accept any applicant's registration when the class is packed with full capacity. In such an event, BRPL shall refund the full course fee to the applicant or the applicant may choose to attend subsequent RES intake. BRPL shall inform the applicant via email and/or post of any non-acceptance of application.

3. Mode of Payment

By online: Paypal

- Paypal payment is available for applications submitted online
  Applicants using SkillsFuture Credit must NOT make any ONLINE PAYMENT

By Mail: Cheque payment

- Please make cheque (for Singapore Permanent Residents and all who are not using Skillsfuture Credit) payable to **Benchmark Realpro Pte Ltd**. Please indicate your FULL NAME and NRIC NUMBER on the reverse side of the cheque. Cheque payment must be cleared prior to attending the course. In the event of a returned cheque, an additional administrative fee of $30.00 shall be levied.

  Mail Cheque, Registration Form and all relevant documents (Photocopy IC, Photocopy Qualification Certificate) to Benchmark Realpro Pte Ltd @ 151 Chin Swee Road #03-31 Manhattan House Singapore 169876.

In Person: Cash payment

- Please register directly at our office.
  Office hours are from 9.00 am to 5.30 pm (Monday - Friday) and please avoid our lunch time from 12.30 pm to 1.30 pm. We are closed on Public Holidays, Saturdays & Sundays).

4. Certificate of Attendance

Certificate of Attendance will only be awarded to participants who fulfill a Minimum of 75% Attendance as follows:

- 9 lessons out of 12 lessons for 3 Weekends RES Crash Course (6 Days)
- 11 lessons out of 14 lessons for 14 Weeknights RES Course
- 12 lessons out of 16 lessons for 8 Weekdays RES Crash Course

Signing your attendance at the beginning and at the end of each lesson is compulsory. There will NOT be any make up classes if participants are absent for any lessons.

In accordance to CEA's regulation, Certificate of Attendance shall only be awarded at the end of the RES Course and not when the participants fulfill 75% of Attendance. Participants who do not complete the minimum 75% Attendance will not be awarded the Certificate of Attendance at the end of the RES Course.

5. Amendments/Course Changes

BRPL reserves the right to change or make any amendments to the dates/venue/trainers/course contents for the course without any prior notice. Full refund will only be made in the event of course cancellation.

6. Copyright & Prohibition on Audio and/or Video Recording

It is hereby acknowledged by the course applicant that all course materials, additional notes, questions and answers, etc. provided remain always the intellectual property of BRPL unless otherwise stated. Course materials may not be reproduced in whole or in part without the prior written permission of BRPL. Audio and/or video recordings of the lessons are strictly prohibited for whatever reason/s. BRPL reserves the right to take any action as it deem fit.

7. Misconduct

BRPL reserves the right to take any action on any participants who are unruly in their conduct and/or behaviour or who may cause unnecessary continuous disruption/distraction during any lesson or class.

8. Personal Data Protection Act

In order to deliver the services requested by you, BRPL will collect and use personally identifiable information including name, NRIC number or other identification number, email address, address, telephone number and where necessary educational history. BRPL will, where required to by the Council for Estate Agencies or directed by you, disclose to the Council for Estate Agencies such personally identifiable information for the purposes of, and incidental to your receipt of services, updating your attendance, academic and/or certification records with the Council for Estate Agencies.

BRPL is committed to handling your personal data with care and ensuring your privacy under the Personal Data Protection Act 2012 (PDPA). By providing us with your contact details from your enquiry, subscription and/or registration, you have given your consent to us for sending marketing and promotional information and materials to you by way of postal mail and/or telephone calls and/or facsimile and/or electronic transmission to your email address(es).

If you wish to opt out of receiving marketing and promotional information and materials from us, please write or email to us separately. Kindly note that if you do not exercise your right to opt out of receiving such marketing information, you will be deemed to have consented to the receiving of such marketing information from BRPL.

9. Enquiries

Please feel free to call us for any further enquiries.

BenchMark RealPro Pte Ltd
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#03-31 Manhattan House
Singapore 169876
Tel: 67355860 / 67355861
Email: benchmarkrealpro@gmail.com
Website: www.benchmarkrealpro.com