



## SINGAPORE CERTIFIED ENERGY MANAGER (SCEM) PROFESSIONAL LEVEL

### TERMS AND CONDITIONS

#### Training Grant Eligibility:

Candidates who sign up for the full SCEM programme at Professional Level are eligible for the Training Grant. In addition, the candidates must:

- be a Singaporean or Singapore Permanent Resident;
- have a relevant degree in engineering or science;
- have at least 1 year of relevant engineering experience after obtaining the relevant degree in engineering or science;
- be under employment;
- meet at least 80% attendance for each module;
- complete post module survey
- pass the modules; and
- have agreed with the terms and conditions and duly signed a copy of it

Company sponsor – to furnish a company's supporting letter stating date of employment and current designation

**OR**

Self-sponsor – to furnish a self-declaration letter stating the company's name, date of employment and current designation

#### **E2i Funding Quantum: 40%: Course Fee and Funding Breakdown.**

		Module Fee	Funding for Module	Exam Fee (No Funding)
Core	Energy Management & Economics (EME)	S\$900	S\$360	S\$80
	Energy Measurement & Appraisal (EMA)	S\$1,000	S\$360	S\$80
	Air-Conditioning & Mechanical Ventilation System (ACMV)	S\$900	S\$360	S\$80
	Motor Driven Systems (MDS)	S\$900	S\$360	S\$80
Elective	Lighting Systems & Building Envelope (LSBE)	S\$900	S\$360	S\$80
	Integrative Design for Energy Efficiency (IDEE)	S\$900	S\$360	S\$80
	Steam & Compressed Air Systems (SCAS)	S\$900	S\$360	S\$80
	Combined Heat & Power Systems (CHPS)	S\$900	S\$360	S\$80
	Energy Recovery & Reuse (ERR)	S\$900	S\$360	S\$80

\*\* Amount stated before GST. GST is non-claimable.

\*\* UTAP Funding for NTUC Member applicable

\*\* Exam is available twice a year, Feb/March and Sept/Oct.

\*\* Exam and re-taking of exam fees are chargeable at S\$85.60 (inclusive of GST) respectively

#### **Full Programme Fees for 6 modules: \$5,885.00 (inclusive of GST. Exam fees charged separately)**

Full programme fees are payable upfront. Funding will be processed only upon receipt of exam results. Candidate is eligible for funding after he/she passes the module. Reimbursement is done on modular basis.

Organized by:

**Important Information:**

- SEAS will assess application/funding eligibility and confirm registration within 2 weeks from date of submission.
- **All candidates are required to go through 4 cores and 2 elective modules with SEAS at the dates scheduled and attempt exams for all modules attended.**
- Those who have Green Mark Manager (GMM) Certification are entitled to be exempted from one elective module, Lighting Systems and Building Envelopes as well as its examinations. **Please submit a copy of your certification together with your application.**
- Candidates are advised to follow the schedules accordingly.
- Candidate needs to complete the programme (attend and pass all modules) within 6 SCEM Exam windows.
- SEAS would not be liable for candidates who are unable to complete the programme (attend and pass all modules).
- Candidate must take the examinations conducted by the SCEM Curriculum & Examinations Board for all modules.
- Candidate shall seek prior approval from SEAS if he wishes to complete the SCEM Programme or complete any module with other training providers. A fee of \$107 will be chargeable for any transfer.
- Candidate is advised to check through IES website: <http://www.ies.org.sg/iesmemqual2.php> to ensure that respective degree certificate is recognised for SCEM certification.

**Deferment and cancellation of module/course**

- A deferment fee of S\$107.00 is chargeable if notice in writing is received by SEAS less than 10 working days before the module commencement date.
- There will be a charge of S\$535.00 for any withdrawal after confirmation of registration.
- In the event that Candidate fails to comply with the terms and conditions, or fails to effect any payment, SEAS shall be entitled to seek damages or legal redress.

**DECLARATION**

- I hereby declare that the particulars given in the Application Form are true and correct in every respect.
- I understand that the application will be disqualified if any information given is found to be untrue and the fees paid will be forfeited.
- I accept that SEAS reserves the right to change programme venue, cancel or reschedule the programme if necessary or warranted by circumstances beyond our control.
- I accept that SEAS reserves the right to amend the terms and conditions at its own discretion without prior notice.
- I accept that SEAS reserves the right to accept or reject the application based on the required criterion.
- I have read and understand the Terms and Conditions.

\_\_\_\_\_  
*Name of Participant*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

For Company Sponsored Participant, please endorse below:

\_\_\_\_\_  
*Name of Authorised Personnel*  
*[Authorised Personnel for this course]*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Company Stamp*