

**COURSE APPLICATION CHECKLIST**  
***Certificate in Bridging Studies for Enrolled Nurses***

Thank you for applying for the above course. Please submit this checklist together with your supporting documents to [enquiryppdp@np.edu.sg](mailto:enquiryppdp@np.edu.sg) within one week of the online application.

Note: Course applications with incomplete supporting documents/information will NOT be processed.

**A PERSONAL PARTICULARS**

Name: \_\_\_\_\_  
(As per NRIC/ passport, underline your family name)

NRIC/ FIN No./ WP: \_\_\_\_\_ Application ID: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Email: \_\_\_\_\_

**B COMPULSORY DOCUMENTS CHECKLIST (via Online)**

Please ensure the following documents are submitted to CET for the processing of your application. Please put a  against the items that are submitted to CET.

- Copy of front & back of your NRIC/ Employment Pass/ Work Permit/ Passport
- Copies of the following academic certificates and transcripts:
  - 1) NITEC in Nursing; or
  - 2) Higher NITEC in Paramedic and Emergency Care; or
  - 3) Higher NITEC in Eldercare; or
  - 4) Certificates awarded by the SON/ MOH for the training of Enrolled Nurses
- Documents of employment records and curriculum vitae/ resume stating employment history, job titles and job description of all employment
- Copy of front & back of your Singapore Nursing Board Practising Certificate
- Employer's testimonial in support of the application
  - Must be in letterhead,
  - Written by the employer or the personnel authorized by the employer
  - Must indicate that the employer is "in support of the application".

\*The testimonial must be from the EN's current employer; represented / signed off by the Director of Nursing / Assistant Director of Nursing / Nursing Head in accountable to attest to the EN's nursing performance and personal attributes and recommend the EN for the course.
- For company sponsored applicants only - Company Sponsorship Declaration Form\* is duly completed and attached. Form can be downloaded from [here](#)

**C APPLICANT'S DECLARATION**

I declare that the information in this checklist and any sheets attached hereto are true and I have not wilfully suppressed any material fact. I accept that if any information given by me in this document is any way false or incorrect, I may be removed from the course and have to pay the full course fees to Ngee Ann Polytechnic.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_