



Documents Required for Diploma in Hotel Management 须准备的文件

- 2 photos (white background)
两张护照型相片 (白色背景)
- ✓ • Birth cert or affidavit of birth
出生证或宣誓书
- ✓ • Highest educational scroll and transcript details (detailed results); please don't leave out the years & months of study
最高的教育文凭、毕业证书和经由大使馆或公证人所翻译和证明的抄本细节 (详细的结果); 请勿忘列出此课程费时几年、几个月来完成。
- ✓ • Occupation/job testimonials or document to show proof of work and salary
必须出示工作评估、评语书信来证明现在的所任职的工作和所支的薪金。
- School registration form FULLY completed (especially parents details as shown in attached form); parents' details are important as they also show the kind of support the student may get from home; and whether they are/ were ever in Singapore at any time. (Same for siblings - eldest 3)
必须充分地填好学校的申请表格 (特别是在家庭背景, 于父母的一切资料的那一栏); 父母的资料是很重要的, 因为这将显示学生如何从家里得到支助; 也显示父母是否或曾经于任何时候居住于新加坡。(最长的三位兄姐的资料同样必须填写于表格所列的那栏)
- If they were, then their FIN/PR I/C no. should be recorded.
如父母、兄长曾居住于新加坡, 请填写他们的FIN号码或永久居民身份证号码于表格内。
- Deposit of 20% course fee = Singapore Dollar \$ 1,760.00
请预付二十巴仙的抵押金= (新币) 一千七百六十元
- ✓ • 银行存折或声明书内必须显示您有至少新币三万元的存款。

- ✓ • Must be translate into English.
Both English & Chinese Documents must be NOTARISED.

以上有此标签的文件必须翻译成英文版本。
原英文翻译版本和中文副本皆必须做“公证”。