



about SUSS

## SINGAPORE UNIVERSITY OF SOCIAL SCIENCES

The Singapore University of Social Sciences (SUSS) is the university of choice for lifelong learning, and its mission is to provide lifelong education that equips learners to serve society.

SUSS provides an applied education that targets both fresh school leavers and adult learners, in the domain of the social sciences, as well as in disciplines that have a strong impact on human and community development. It offers a wide range of degree programmes in various disciplines, which can be pursued in either full-time or part-time study mode. SUSS enables students to pursue a university education despite the demands of a hectic lifestyle with its e-learning facilities and modular programme structure.

## programme participation REQUIREMENTS

### *Company Eligibility and Obligation*

Participating companies need to fulfil the following requirements:

- Registered or incorporated in Singapore
- Work with SUSS on the necessary administrative matters related to the programme
- Commit to PCP training arrangements for the PMETs that have been selected

### *PMET Eligibility and Obligation*

#### 1. Admission

Participants need to fulfil the following requirements:

- Singapore Citizen or Permanent Resident;
- Minimum 21 years old;
- Two years' full-time work experience, or fully discharged full-time NS liability, or currently employed on a full-time basis; and
- GCE 'A' Levels with two passes (prior to 2006) / two H2 passes (from 2006) / local polytechnic diploma / International Baccalaureate (IB) Diploma / SAT1 scores; or
- Minimum 5 GCE 'O' Levels and attend an interview

#### 2. Programme Participation

Participants need to belong to one of the following categories:

- Workers currently employed in the identified PCP industries and seeking to acquire new skills and/or switch careers to other identified PCP industries
- Workers currently employed in industries other than the identified PCP industries but seeking to acquire new skills and switch careers to other identified PCP industries
- Unemployed workers seeking to enter the identified PCP industries

## the SUSS ADVANTAGE

**JOB PLACEMENT** – SUSS places the right individual with the right company or job role, with a focus on priority and emerging sectors.

**INDIVIDUALISED TRAINING** – SUSS provides a customised training programme with future-oriented skills that will enable them to grasp new opportunities and thrive in new industries.

**PERSONAL TOUCH** – SUSS provides support to companies and individuals even after the programme, to ensure companies and individuals are coping well under the programme.



## PROFESSIONAL CONVERSION PROGRAMME *Enhanced*

JOB PLACEMENT • INDIVIDUALISED  
TRAINING • PERSONAL TOUCH

CENTRE FOR CONTINUING  
AND PROFESSIONAL EDUCATION

## new skills for a NEW WORLD

The economy is changing rapidly. Jobs are disappearing and job roles are evolving. There is a need for us to embrace new skill-sets to meet today's and tomorrow's needs. Are you ready to be future-relevant?

## tailored for YOUR SUCCESS

**Take the first step now.** At Singapore University of Social Sciences (SUSS), our **Professional Conversion Programme Enhanced (PCP)** is specially designed to help you build your capabilities and ensure that you are well-equipped to take on new and emerging economies right away.

Whether you are a company looking to hire new workers and/or reskill existing workers, or an individual seeking a new career, we can help you.

### FOR COMPANIES:

- We will provide you with the personnel and train them with the right skills to help your company grow in this new economic climate.
- \* Salary and training support provided by the government during the training period

### FOR INDIVIDUALS

- We will match you with the right company which will employ you and provide you with a customised skilling programme.
- \* Personal competency assessment and individualised curriculum tailored for your need

## enhancing your FUTURE

Our **Professional Conversion Programme Enhanced (PCP)** targets Professionals, Managers, Executives and Technicians (PMETs), including mid-career switchers, providing the necessary skills conversion training to embrace new job roles.

The individual is first matched with a company, after which they will be provided with six months of coursework and hands-on skills conversion training. During this time, he/she will be paid a salary. With the **Professional Conversion Programme Enhanced (PCP)**, participants can study, work and be trained for a job in a new sector or a new role.

## BENEFITS



Assist mid-career PMETs to take on new jobs and pursue new careers



Address the company's manpower needs by facilitating the recruit of new hire and/or reskilling existing workers



Leverage industry-recognised training



Personal competency assessment and individualised curriculum



Receive substantial Government support through Course Fee grant and Salary Support for PMETs

## funding SUPPORT

Substantial funding is available to encourage companies to take on career switchers without requisite experience or skills.

Course Fee Grant	Salary Support
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### Standard Rate

- |                              |  |
|------------------------------|--|
| • Up to 70%* of course fees. | Up to 70%* of monthly salary (capped at S\$4,000 per month). |
|------------------------------|--|

### Enhanced Rate

- |                              |  |
|------------------------------|--|
| • Up to 90%* of course fees. | Up to 90%* of monthly salary (capped at S\$6,000 per month). |
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(For Singapore Citizen (SC)/ Permanent Resident (PR) sponsored by SMEs or mature <sup>1</sup> SC only)

(For mature <sup>1</sup> or long-term unemployed <sup>2</sup> Singapore Citizens only)

<sup>1</sup> Mature PMETs are PMETs who are aged 40 years old and above in the year of course commencement.

<sup>2</sup> Long-term unemployed PMETs are PMETs who are unemployed for more than 6 months prior to course commencement. This includes Diploma and Degree graduates who have passed the 24-month mark from the date of graduation or operationally-ready date (ORD) and unemployed for more than 6 months.

\* Subject to change without prior notice.

Singapore University of Social Sciences

