

Fee Structure:

Course Fee (Inclusive 7% GST)	No of Units	Subsidy (%)	With subsidy*			Without subsidy*		
			Training Assessment (TRG)	Recognition of Learning (RPL)	Assessment Only Pathway (AOP)	Training & Assessment (TRG)	Recognition of Prior Learning (RPL)	Assessment Only Pathway (AOP)
WSQ Higher Certificate	14	90%	\$885.50	\$885.50	\$371.70	\$8,855.00	\$8,855.00	\$3,712.10
WSQ Advanced Certificate	14	90%	\$885.50	\$885.50	\$371.70	\$8,855.00	\$8,855.00	\$3,712.10
Single Competency Unit (CU)	1	90%	\$63.25	\$63.25	\$26.55	\$632.50	\$632.50	\$265.15
WSQ Diploma	18	70%	\$3,417.30	\$3,417.30	\$1,431.90	\$11,390.40	\$11,390.40	\$4,772.70
WSQ Specialist Diploma	18	70%	\$3,417.30	\$3,417.30	\$1,431.90	\$11,390.40	\$11,390.40	\$4,772.70
Single Competency Unit (CU)	1	70%	\$189.85	\$189.85	\$79.55	\$632.80	\$632.80	\$265.15

*For Singaporean and Singapore PR only (18 years old and above) - Rates shown are in SGD

Absentee Payroll

If you are a Singaporean/Permanent Resident and are supported by your employer for the training, your employer can also apply for Absentee Payroll funding.

For more information on how employers can claim Absentee Payroll, visit the following website:

www.wda.gov.sg or www.skillsconnect.gov.sg

Student Support Service

BHIS will offer job placement service to assist you in finding relevant employment related to your course.

Application Procedure

Contact our staff to find out when our next information and enrolment sessions are scheduled.

Campus Location



Contact Details

Box Hill Institute Singapore
108 Robinson Road, finexis Building,
#10-00, Singapore 068900

Tel: (+65) 6227 7606

Fax: (+65) 62276870

Email: info.bhis@boxhill.edu.au

Website: www.boxhill.sg

Within walking distance from Tanjong Pagar
MRT Station (Exit F)



BOX HILL INSTITUTE SINGAPORE PTE LTD

CPE/UEN Registration No: 201114176Z

Period of CPE Reg: 30 June 2011 to 29 June 2012



**BOX HILL
INSTITUTE**

Global Educators™
Singapore

Box Hill Institute Singapore

**Courses in
Community and
Social Services**

2012

**Register
Now!**

**90%
funding**

Box Hill Institute Singapore-the Programme Partner for the CSS Sector

Box Hill Institute Singapore is proud to be appointed as a Programme Partner by the Singapore Workforce Development Agency (WDA) to deliver Community and Social Services Workforce Skill Qualifications (CSS WSQ) training programmes.

About the Community and Social Services (CSS) Sector

The CSS WSQ is a national qualification system for the CSS sector. It was developed by WDA, together with Voluntary Welfare Organisations (VWOs), Government agencies like Ministry of Community Development, Youth and Sports (MCYS) and National Council of Social Services (NCSS), as well as training providers. The CSS WSQ trains and prepares new and existing workers for jobs in the CSS sector.

At the same time, it provides a national system framework aiming to professionalise the CSS workforce and provide career upgrading pathways that are based on the competency requirements of different job levels.

Benefits for VWOs, Organisations and Employers

- Establish employee's career path
- Assist with recruitment of competent staff
- Improve quality of client services
- Assist with employee performance appraisals
- Professionalise the sector
- Build employee skills
- Improve on-the-job performance and efficiency

Benefits for Employees

- Enhance your skills and knowledge
- Acquire new skills to prepare for a job in the CSS Sector
- Improve productivity and skills so you can perform better or undertake higher job responsibilities
- Attain formal qualifications

(For experienced workers in the CSS sector, you can opt to sit for the assessment without the classroom training)

WDA Funding

- Certificate Level - 90%
- Diploma Level – 70%

(WTS) Workfare Training Support

- Less than S\$1400 – 95%
- Less than S\$1700 – 90%

WDA CET Qualification Award (CQA)

- Certificate Level - Cash Award of S\$400
- Diploma Level – Cash Award of S\$1000

Box Hill CSS WSQ courses

Subsector	Qualifications	Job Roles
Disability Services		
<p>Course training provide students with the skills and knowledge to provide training and support to people with disabilities in order to enhance their ability to achieve greater levels of independence, self-reliance and community participation.</p> <p>People working in the Disability Sector change the lives of the people they work with, making this occupation extremely rewarding.</p>	WSQ Higher Certificate	Health Assistant, House Parent, Job Coach
	WSQ Advanced Certificate	Senior Job Coach, Job Placement Officer, Senior Instructor
	WSQ Diploma	Senior Training Officer, Programme Manager
	WSQ Specialist Diploma	Head of Programmes, Senior Manager, Assistant Director
Student Care		
<p>Course training provides students with the skills needed to stimulate and motivate children to achieve their potential and succeed in daily learning and living by creating an environment which is safe, challenging, entertaining and supportive of learning. People working in Student Care help to provide a sense of community and support to children and young people.</p>	WSQ Higher Certificate	Assistant Student Care Teacher, Programme Staff
	WSQ Advanced Certificate	Programme Staff, Student Care Teacher
	WSQ Diploma	Supervisor, Senior Student Care Teacher
	WSQ Specialist Diploma	Principal, Director, Manager
Youth Care and Outreach		
<p>Course training provides students with the skills, necessary knowledge and attitudes in order for workers to function effectively and confidently in the Youth Care and Outreach sector. Those who are committed to working in this sector can look forward to an interesting career aimed at improving the lives of young people and their families.</p>	WSQ Higher Certificate	House Parent, Programme Assistant
	WSQ Advanced Certificate	Programme Coordinator, Youth Worker, Senior House Parent
	WSQ Diploma	Programme Leader, Senior Youth Worker, Programme Manager
	WSQ Specialist Diploma	Centre Manager, Centre Supervisor, Principal Youth Worker
Protection and Rehabilitation		
<p>Course training provides students with the skills needed to make a difference to the lives of countless young people who have experienced hardship by providing services and programmes that enable them to be self reliant and empowered. People working in protection and rehabilitation are dedicated and passionate about changing the lives of people that they work with, making this career choice very rewarding.</p>	WSQ Higher Certificate	House Parent, Assistant Welfare Officer
	WSQ Advanced Certificate	Assistant Administrator, Senior House Parent, Volunteer Coordinator
	WSQ Diploma	Programme Coordinator, Senior Welfare Officer, Supervisor
	WSQ Specialist Diploma	Superintendent, Assistant Director, Senior Manager
Senior Services		
<p>Qualifications at the higher levels in Senior Services covers the competencies allowing experienced staff to reflect advanced practice and greater team management roles. Training at this level is designed for those undertaking or wishing to acquire the skills and knowledge to provide a leadership role.</p>	WSQ Specialist Diploma	Administrator, HR Manager, Fund Raising Manager
	WSQ Graduate Certificate	Adminstrator, Assistant Director, Deputy General Manager
Short Courses		
Can be designed to suit your organisation's requirements .		

Note: You can also choose to attend selected Competency Units (CUs) of a qualification. You will receive a Statement of Attainment (SOA) for each Competency Unit (CU) that you successfully complete. You can accumulate these SOAs to receive the relevant WSQ certification. For example, if you successfully complete 14 CUs, you will receive 14 SOAs which make up a WSQ Higher Certificate.

Please refer to our website: www.boxhill.sg for the complete list of Competency Units (CUs)