

## PRE-COURSE COUNSELLING FORM

<b>SECTION A: APPLICANT'S PARTICULARS</b>		
Name of Applicant (as in NRIC/Passport)		
NRIC/Passport/FIN No.	Mobile No.	E-mail Address
Programme Applied For		
Year of Intake		

\* Please tick (✓) or indicate NA if not applicable:

<b>SECTION B: PROGRAMME/CAMPUS INFORMATION AND STUDENT PASS MATTERS</b>	
✓	Student has been briefed on programme information (course structure, intakes, duration, admission requirements, attendance policy, assessment requirement, English language proficiency requirement, types of awards, and award criteria).
✓	Student has been briefed on Aventis Graduate School's location, facilities, and infrastructure
✓	During the course of study, photograph and video recordings may be taken and published in our official channels. Recordings are properties of Aventis Graduate School and are released from any and all claims, demands and liability that may arise from the use of these recordings.
✓	International student has been briefed and understand that they are not permitted to engage in any form of employment or attend an industrial attachment/internship programme, whether paid or unpaid, without a valid work pass issued by Ministry of Manpower
✓	International student has been briefed about student's pass application, procedures and documents required. International student has been briefed about services provided like medical check-up, Singapore law, counselling service, living in Singapore (accommodation, cost of living), etc.

<b>SECTION C: FEES PAYABLE AND PAYMENT METHODS</b>	
✓	Student has been briefed about the tuition fees, non-tuition fees and any other relevant fees payable to Aventis Graduate School.
✓	Student has been briefed on the payment modes and methods acceptable by Aventis Graduate School, and that all fee payments shall be made to Aventis Graduate School's DBS current Account: 100-901272-2
✓	Student has been briefed that payment can only be made after the Student Contract is signed and dated

<b>SECTION D: FEE PROTECTION INSURANCE AND STUDENT CONTRACT</b>	
✓	Student has been briefed about the Fee Protection Scheme (FPS) Insurance that Aventis Graduate School provides for student (Great Eastern General Insurance Limited)
✓	The Terms & Conditions stated in the Student Contract have been explained to the student

**SECTION E: SKILLSFUTURE SINGAPORE (SSG)**

✓

Student has been briefed on SSG is a statutory board empowered with the legislative power to regulate the private education sector. In addition to its role as the sectoral regulator of private education institutions, Skillsfuture Singapore facilitates capability development efforts to uplift standards in the local private education industry.

For more information, please log on to <https://www.skillsfuture.gov.sg/pei>

**SECTION F: POLICY AND PROCEDURE OF WITHDRAWAL/REFUND/TRANSFER/DEFERMENT**

✓

Student has been briefed on Aventis Graduate School's Transfer/Withdrawal/Deferment Policy and Procedures.

✓

Student has been briefed on Aventis Graduate School's Refund Policy and Procedures.

**SECTION G: DECLARATION**

Staff/Agent : I hereby confirm that the above have been explained to the student

Student:

I understand fully what has been communicated to me and I hereby acknowledge that I have been briefed on the above

\_\_\_\_\_  
Name, Signature of Staff/Agent & Date

\_\_\_\_\_  
Signature of Student & Date