

# Certificate for Employment Intermediaries (CEI) Course

The Certificate of Employment Intermediaries (CEI) aims to equip employment agency (EA) personnel with knowledge of employment laws and regulations. This ensures that EA personnel understand their obligations under the law and are able to advise their clients of their rights and responsibilities. Participants will have the option to take the CEI Test without attending the CEI course, once. Should they fail the test in their first attempt, they must attend the CEI course before taking the re-test. Participants can sit for the CEI Test, any number of times, after having attended the course once. Participant must register with MOM Approved Test Administrator to sit for the CEI Test.

Modules	Topics
General	1. Employment Agencies Regulatory Framework, 2. Employment Act, 3. Work Injury Compensation Act
	4. Contract Law, 5. TAFEP & Fair Consideration Framework, 6. Personal Data Protection Act
	7. Prevention of Human Trafficking Act, 8. Central Provident Fund Act
Foreign Workers (FW)	1. Employment Agencies Regulatory Framework, 2. Employment of Foreign Manpower Act, 3. Immigration Act
Migrant Domestic Workers (MDW)	1. Employment Agencies Regulatory Framework, 2. Employment of Foreign Manpower Act
Key Appointment Holders (KAH)	1. Business Organisations, 2. Competition Act, 3. Employment Agencies Regulatory Framework

CEI KAH is for all Key Appointment Holders, Director or Managing Director/Owner/Partner/General Partner, regardless whether they perform EA work. CEI BASIC for other EA personnel performing EA work.

**UTAP funding is applicable for CEI KAH, CEI BASIC, CEI KAH Non MDW, CEI BASIC Non MDW, CEI KAH w/o EFMA, CEI BASIC w/o EFMA.**

Course	Modules	EA License type	Duration	Fees (incl GST)	Please Tick
CEI KAH	General + FW + MDW + KAH	Comprehensive Licence (All)	40 hours	\$539.55	
CEI BASIC	General + FW + MDW	Comprehensive Licence (All)	36 hours	\$443.63	
CEI KAH Non MDW	General + FW + KAH	Comprehensive Licence (non-MDW)	32 hours	\$443.63	
CEI BASIC Non MDW	General + FW	Comprehensive Licence (non-MDW)	28 hours	\$347.71	
CEI KAH w/o EFMA	General + KAH	Comprehensive Licence (Local)	24 hours	\$347.71	
CEI BASIC w/o EFMA	General	Comprehensive Licence (Local)	20 hours	\$251.79	
Participants can also apply for individual modules					
Upgrading to KAH	KAH		4 hours	\$95.92	
FW	FW		8 hours	\$95.92	
MDW	MDW		8 hours	\$95.92	

Classroom and Online trainings are available. Kindly visit [www.sg-akc.com](http://www.sg-akc.com) for the latest schedule.

## Student Registration form

Company Name				Company Reg. no.	
Company Address				Course Date	
Contact Person Name				Course Language	
Contact Person Email				Course Venue	
Contact Person Mobile		Tel no:		Fax no:	

## Participant details

Participant Name				NRIC / FIN	
Participant Email				Participant mobile no.	
Nationality		Date of Birth		Race	
Designation		Education		Gender	

Salary Range: (1 - Below \$1000, 2 - \$1000-\$1499, 3 - \$1500-\$1999, 4 - \$2000-\$2499, 5- \$2500-\$2999, 6 - \$3000-\$3499, 7 - \$3500 & above)

Refund Policy: Requests for refund, change or cancellation of course registrations must be submitted in writing and are subject to our terms and conditions. Please refer to our website for our terms and conditions, before registering for the course.

Absolute Kinetics Consultancy Pte Ltd Tel: 6690 5555

Website: [www.sg-akc.com](http://www.sg-akc.com) Registration Email: [register@sg-akc.com](mailto:register@sg-akc.com)

Company seal