

TUTORING SERVICE WITH CDAC 2019



华社自助理事会

Reg no. 199202625K

CDAC Building
65 Tanjong Katong Rd
Singapore 436957
Tel: 6603 5555

Affix a recent passport
sized photograph
here

Qualifications

- NIE-trained; or
- Trainee teachers; or
- A recognised General Degree holder with at least 3 years' tutoring experience

Requirements

- Applicant must be a Singapore Citizen or Permanent Resident
- Applicant must be at least 21 years old
- Able to conduct lessons on weekdays (afternoon/evenings) and/or weekends (mornings/afternoons)
- Applicant who are currently not in service with MOE must be registered with MOE via <https://www.stee-rems.com.sg/esolution/login.aspx>
- Good content knowledge and familiarity with latest MOE syllabuses
- Able to conduct motivational or sports activities will be an added advantage
- For A-Level Consultation Programme:
 - Lessons should cover the essential topics for General Paper, H2 Mathematics, H2 Chemistry, H2 Physics and H2 Economics. Tutors are to propose the structure of the lessons and submit scheme of work and lesson plans upon CDAC's request.
 - Tutors are required to prepare and provide the curriculum for the lessons
- Successful applicant who has been assigned to render the tutoring service is required to sign a Contract for Service with CDAC for a period stipulated in the Contract for Service

Honorarium

- \$60 (1hr 30min) for Primary 1 to 4 levels
- \$70 (1hr 30min) for Primary 5 to 6 levels
- \$75 (1hr 30min) for Secondary 1 to 2 levels
- \$85 (1hr 30min) for Secondary 3 to 4 / 5 levels
- \$150 (2hr) for A-Level Consultation Programme

Required Documents

- One photocopy each of applicant's IC (both sides), academic qualifications (O-level certificate, A-level certificate, Degree and NIE scrolls, transcripts of each year's results), documentary evidence of being registered with MOE and documentary evidence of his/her retirement status (for retired teachers) or leaving the employment of Ministry of Education (for ex-teachers) must accompany the application
- Incomplete application forms or forms without required documents will not be considered
- Completed application form and supporting documents must be mailed to:

Student & Parent Education Department
CDAC Building 65 Tanjong Katong Road Singapore 436957

** Only shortlisted applicants will be called for an interview. The applicants will be required to bring along a sample lesson plan for the interview (only for A-Level Consultation Programme). Applicants who are endorsed after the interview will be placed in CDAC's pool of tutors for deployment on a needs basis.*

Section A: Personal Particulars (*Delete where not applicable)

Name as in * NRIC / PR (In full and in BLOCK letters. Underline surname.) <input type="checkbox"/> MR <input type="checkbox"/> MISS <input type="checkbox"/> MRS <input type="checkbox"/> MDM <input type="checkbox"/> DR Name in Chinese Characters (If applicable)	* NRIC / PR No.	Date of Birth Day Mth Yr
	Colour of NRIC * Pink / Blue	Age on last birthday
	Nationality	Marital Status
Home Address Singapore ()	Residence No.	Mobile No.
	Email Address (Compulsory)	
Occupation	Years in current employment	If retired, state year of retirement.
Employer (If teaching, state name of school)	Office Address Singapore ()	

Section B: Educational Qualification (Please attach copies of certificates & detailed results with this application)

Highest Academic Qualification	Institution	Period	
		From	To
Professional Qualification	Institution	Period	
		From	To
Other Qualifications	Institution	Period	
		From	To

Section C: Working Experience (In chronological order)

Name of School / Institution / Organisation	Subject(s) Taught (for teachers)	Level(s) & Stream (for teachers)	Position Held	Period	
				From	To

Are you registered with MOE? Yes No (Current MOE teachers are NOT required to answer this question.)

Have you ever provided tutoring service for CDAC Tuition Programme? Yes No

Section D: Choice of Tuition Centres (Not applicable for A-Level Consultation Programme)

Choice	Name of Tuition Centre	Choice	Name of Tuition Centre
1 st		3 rd	
2 nd		4 th	

Section E: Choice of Subjects/ Levels (Please tick ✓) NA - Not applicable

Subject / Level	Chinese	English	Math	Science	A-Math	Chemistry		Physics	
						Comb-Sc	Pure	Comb-Sc	Pure
Pri 1 – 2	NA			NA	NA	NA	NA	NA	NA
Pri 3 – 4	(Pri 4 Only)				NA	NA	NA	NA	NA
Pri 5 – 6					NA	NA	NA	NA	NA
Sec 1 – 2					NA	NA	NA	NA	NA
Sec 3 – 4 / 5				NA					

For A-Level Consultation Programme (conducted at CDAC Building only):

Subject / Level	General Paper	H2 Math	H2 Chemistry	H2 Physics	H2 Economics
JC Yr 1					
JC Yr 2					

Section F: Choice of Days and Times (Please tick ✓) NA - Not applicable

Days and Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8.00am – 9.30am	NA	NA	NA	NA	NA		NA
8.30am – 10.00am	NA	NA	NA	NA	NA		NA
9.00am – 10.30am	NA	NA	NA	NA	NA		
9.30am – 11.00am	NA	NA	NA	NA	NA		NA
9.45am – 11.15am	NA	NA	NA	NA	NA		NA
10.15am – 11.45am	NA	NA	NA	NA	NA		NA
10.45am – 12.15pm	NA	NA	NA	NA	NA		
11.15am – 12.45pm	NA	NA	NA	NA	NA		NA
11.30am – 1.00pm	NA	NA	NA	NA	NA		NA
12.45pm – 2.15pm	NA	NA	NA	NA	NA		NA
2.00pm – 3.30pm							NA
2.30pm – 4.00pm							NA
3.45pm – 5.15pm							NA
4.30pm – 6.00pm						NA	NA
4.45pm – 6.15pm						NA	NA
6.00pm – 7.30pm						NA	NA
6.15pm – 7.45pm						NA	NA
6.30pm – 8.00pm						NA	NA
7.30pm – 9.00pm						NA	NA

For A-Level Consultation Programme (Conducted at CDAC Building only):

10.15am – 12.15pm	NA	NA	NA	NA	NA	NA	
12.30pm – 2.30pm	NA	NA	NA	NA	NA		
2.45pm – 4.45pm	NA	NA	NA	NA	NA		

Any Other Subject(s) that you are able to teach that is/are not listed in the table above: _____

Section G: Other Experiences / Skills (Please state)

<p>Are you able to conduct motivational activities? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If 'Yes', please provide more details.</p> <hr/> <hr/> <hr/> <hr/>
<p>Are you able to conduct sports activities? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If 'Yes', please provide more details.</p> <hr/> <hr/> <hr/> <hr/>
<p>Do you have any experiences or skills related to teaching children with special needs (Autism, Dyslexia, Attention Deficit Hyperactivity Disorder, etc)? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If 'Yes', please specify your area of expertise or experience: _____</p>

Section H: Please answer the following questions. (Please tick ✓)

1 Have you ever suffered or are you suffering from any physical impairment, disease or mental/nervous disorders or have been referred for psychiatric treatment for anxiety, depression, stress, eating disorder etc?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2 Have you ever been convicted in a court of law in any country?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3 Have you been charged with any offence in a court of law in any country for which the outcome is pending?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4 Have you ever been arrested or are you currently under police investigation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5 Have you been or are you under any financial embarrassment i.e. (a) an undischarged bankrupt, (b) a judgement debtor, (c) have unsecured debts and liabilities of more than 3 months of last-drawn pay, (d) have signed a promissory note or an acknowledgement of indebtedness?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6 If you were an employee of Ministry of Education, please tick ✓ the reason for leaving the ministry below	
<input type="checkbox"/> Resignation	<input type="checkbox"/> Retirement
<input type="checkbox"/> Dismissal, discharge or termination of service	<input type="checkbox"/> Others (Please specify): _____

If your answer is 'Yes' to any of the questions above, please provide details.

Section I: Applicant's declaration

- 1 I hereby declare that the information given by me in this application form is correct and true to the best of my knowledge and belief, and that I have not wilfully suppressed any facts.
- 2 I consent to CDAC making all necessary checks to ensure that the information stated by me are true and correct.
- 3 I fully understand and agree that the personal information which I have provided may be disclosed to other agencies or individuals for the purpose(s) stated. I trust that the information will strictly be used for the purpose(s) of family workfare and support, student and parent education programme, volunteers programme and other related assistance schemes and programmes. CDAC also reserves the right to use this information for publicity purposes as well as for sending alerts and updates of related events and activities through digital and non-digital means.
- 4 I hereby consent to have my photograph/ video taken by CDAC/Event Organisers for the purposes of marketing/ promotion/ publicity and to be published on media platforms, public or otherwise.
- 5 I fully understand and accept that if any time after engagement, it is found that a false declaration has been made in this form, CDAC has the absolute right to terminate my contract forthwith without assigning any reasons.

Signature of Applicant: _____

Date: _____

AVAILABLE TUITION CENTRES IN 2019

Offer Primary 1 to 6 Tuition




















Tuition Days & Time

Monday to Friday: 7.30pm – 9.00pm

Saturday (am): 9.00am – 10.30am & 10.45am – 12.15pm

Saturday (pm): 2.00pm – 3.30pm & 3.45pm – 5.15pm

**Note: Tuition Day / Time, other than the above-mentioned ones, are stated otherwise.*

Area	Tuition Centre	Address	Tuition Day / Time (subject to changes)
Ang Mo Kio	Ang Mo Kio Pri	20 Ang Mo Kio Ave 3	Saturday (am)
Bedok	Fengshan Pri 	307 Bedok North Road	Monday, Thursday, Saturday (am)
Bukit Batok	Keming Pri 	90 Bt Batok East Ave 6	Saturday (am & 12.45pm – 2.15pm)
Bukit Panjang	West View Pri 	31 Senja Road	Monday, Wednesday & Friday (6.00pm – 7.30pm)
	Zhenghua Pri  (P3 – P6 only)	9 Fajar Road	Saturday (8.30am – 10.00am & 10.15am – 11.45am)
Choa Chu Kang	Chua Chu Kang Pri 	20 Choa Chu Kang Ave 2	Friday (6.00pm – 7.30pm) & Saturday (am)
Clementi/West Coast	Pei Tong Pri 	15 Clementi Ave 5	Saturday (8.00am – 9.30am, 9.45am – 11.15am & 11.30am – 1.00pm)
	Qifa Pri 	50 West Coast Avenue	Saturday (am)
Hougang	Hougang Pri 	1 Hougang Street 93	Tuesday, Thursday, Saturday (am)
Jurong	Jurong West Pri	30 Jurong West St 61	Saturday (am)
Sembawang	Sembawang Pri 	10 Sembawang Drive	Wednesday (4.45pm – 6.15pm), Saturday (am)
Sengkang	Rivervale Pri 	80 Rivervale Drive	Saturday (am), Sunday (9.00am – 10.30am & 10.45am – 12.15pm)
Tanjong Katong	CDAC Building 	65 Tanjong Katong Road	Monday, Tuesday, Thursday, Friday, Saturday (am)
	Nanyang Sim Clan Association 	6A Beatty Rd	Saturday (am)
Tanjong Pagar	Radin Mas Pri 	1 Bt Purmei Avenue	Wednesday, Saturday (am)
	New Town Pri 	300 Tanglin Halt Rd	Saturday (am)
Toa Payoh	Toa Payoh East CC 	160 Lorong 6 Toa Payoh	Friday, Saturday (pm)
Woodlands	Admiralty Pri 	11 Woodlands Circle	Monday, Tuesday, Wednesday & Thursday (6.15pm – 7.45pm)
	Evergreen Pri	31 Woodlands Circle	Wednesday & Friday (2.30pm – 4.00pm)
	Fuchun Pri 	23 Woodlands Ave 1	Saturday (am)
	Greenwood Pri	11 Woodlands Drive 62	Saturday (am)
	Qihua Pri 	5 Woodlands Street 81	Tuesday & Thursday (6.30pm – 8.00pm), Saturday (am)
Yishun	Huamin Pri	530 Yishun Ring Road [Former North View Sec]	Saturday (am)
	Yishun Pri 	500 Yishun Ring Road	Saturday (am)

AVAILABLE TUITION CENTRES IN 2019

Offer Secondary 1 to 5 Tuition

Tuition Days & Time

Monday to Friday: 7.30pm – 9.00pm

Saturday (am): 9.00am – 10.30am & 10.45am – 12.15pm

Saturday (pm): 2.00pm – 3.30pm & 3.45pm – 5.15pm

**Note: Tuition Day / Time, other than the above-mentioned ones, are stated otherwise.*

Area	Tuition Centre	Address	Tuition Day / Time (subject to changes)
Ang Mo Kio	Presbyterian High	5209 Ang Mo Kio Ave 6	Tuesday, Thursday
Bukit Batok	Bukit View Sec	16 Bukit Batok Street 21	Saturday (am)
Bukit Panjang	West Spring Sec CTP	61 Senja Road	Wednesday, Friday
Clementi	Clementi Town Sec	10 Clementi Ave 3	Saturday (am)
Hougang	Hougang Sec	2 Hougang Street 93	Saturday (8.00am – 9.30am, 9.45am – 11.15am & 11.30am – 1.00pm)
Sembawang	Sembawang Sec CTP	30 Sembawang Crescent	Saturday (am)
Sengkang	Seng Kang Sec	10 Compassvale Lane	Monday, Saturday (am)
Tampines	Pasir Ris Sec	390 Tampines Street 21	Saturday (am)
Tanjong Katong	CDAC Building CTP	65 Tanjong Katong Road	Monday, Tuesday, Thursday, Friday
Woodlands	Admiralty Sec CTP	31 Woodlands Crescent	Saturday (9.30am – 11.00am & 11.15am – 12.45pm)
	Fuchun Sec CTP	21 Woodlands Ave 1	Monday, Wednesday, Thursday
Yishun	Yishun Sec	4 Yishun Street 71	Saturday (am)

联合补习计划 Collaborative Tuition Programme CTP

联合补习计划是由华社自助理事会、欧亚裔人士协会、新加坡印度人发展协会及回教社会发展理事会联合主办，为各种族的学生提供小一至中五的补习。这项计划只在以上注明 CTP 的补习中心提供。补习费将根据所属自助团体给予的津贴数额而定。

The Collaborative Tuition Programme (CTP) is jointly organized by Chinese Development Assistance Council (CDAC), The Eurasian Association, Singapore (EA), Singapore Indian Development Association (SINDA) and Yayasan MENDAKI. The centres with CTP offer tuition to students of all races from Primary 1 to Secondary 5. The tuition fee payable by each student is subjected to the amount of subsidy granted by the respective Self-Help Groups.