## Application for Certification Examination
for Professional Interpreters (CEPI)
School of Humanities and Behavioural Sciences,
Singapore University of Social Sciences
463 Clementi Road, Singapore 599494
Tel: 6248 9129  Fax: 6462 1349  [www.suss.edu.sg](http://www.suss.edu.sg)
Email: shbs_cepi@suss.edu.sg

### 1 Personal Information

<table>
<thead>
<tr>
<th>(A) FULL NAME</th>
<th>Mr/Ms/Mrs/Mdm/Dr*</th>
<th>NRIC No / Passport No:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telephone Contact</td>
<td>Residential</td>
<td></td>
</tr>
<tr>
<td>Mobile</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Office</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(B) ADDRESS</td>
<td>E-mail Contact</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>(C) NATIONALITY, RACE, BIRTH</th>
<th>Date of Birth (dd/mm/yyyy)</th>
<th>Country of Birth</th>
<th>Nationality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Age</td>
<td>Marital Status</td>
<td>Race</td>
<td></td>
</tr>
</tbody>
</table>

Singapore Citizen / Permanent Resident / Employment Pass (circle or delete as appropriate)

### 2 Academic and Professional Qualification

#### (A) Educational Qualification

<table>
<thead>
<tr>
<th>From (month/year)</th>
<th>To (month/year)</th>
<th>Institution / Country</th>
<th>Qualification</th>
<th>Course of Study</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### (B) Professional Qualification

| From (month/year) | To (month/year) | Institution / Country | Qualification |
|-------------------|-----------------|------------------------|---------------|-----------------|
|                   |                 |                        |               |                 |
3 Current Employment

Company Name: 

Company Address: 

Postal Code: 

Position held: 

Tel No: 

Ext: 

Fax: 

No. of years/months in this company: From: / 

Full-time  Part-time 

Job Function: 

Industry: 

4 Previous Employment Qualification

In chronological order, beginning with your most recent past employment:

<table>
<thead>
<tr>
<th>Name of Company</th>
<th>Designation</th>
<th>Period (mm/yyyy)</th>
<th>No. of Years/Months</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>From To</td>
<td></td>
</tr>
</tbody>
</table>

1) 

2) 

3) 

4) 

Total number of years/months of working experience: ________ years ________ months.

5 Translating/Interpreting Experiences

List out present/past employment involving translating/interpreting duties:

<table>
<thead>
<tr>
<th>On what Basis:</th>
<th>Full time</th>
<th>Part time</th>
<th>Casual</th>
<th>Contract</th>
<th>Duration (mm/yyyy)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>From To</td>
</tr>
</tbody>
</table>

1) 

2) 

3) 

4) 

6 Referees

Name two referees who support your application:

1) Name: 

Contact Number: 

Designation/Organisation: 

Email Contact: 

2) Name: 

Contact Number: 

Designation/Organisation: 

Email Contact:
7 Statement of Purpose

What is your purpose for enrolling in the examination? Please be concise in your statement (Use a separate sheet of paper if necessary).

_________________________________________________________________________________________________________________
_________________________________________________________________________________________________________________
_________________________________________________________________________________________________________________
_________________________________________________________________________________________________________________
_________________________________________________________________________________________________________________

8 Feedback

How did you know about our Programmes?

☐ SUSS website  ☐ SUSS seminars / talks  ☐ Advertisement

☐ Friends / colleagues  ☐ Direct mailer

☐ Others: ____________________________________________________________

9 Applicant’s Declaration

I certify that all information given by me in this application is true and correct.

I understand that any misrepresentation or omission is sufficient grounds for rejecting my application. I also understand that Singapore University of Social Sciences reserves the right to cancel my registration in the event of a false declaration.

I hereby agree to abide by all regulations and procedures laid down by Singapore University of Social Sciences if I am successfully registered in this Examination.

I hereby declare my consent to have my particulars made available to the examination’s panel and relevant administrative staff.

_________________________________________  ______________________________
Signature of Applicant  Date

IMPORTANT

Please ensure that the following items are enclosed with your application form:

Application fee (non-refundable) of S$107 (inclusive 7% GST) made payable to: “Singapore University of Social Sciences”

CEPI Administration
School of Humanities and Behavioural Sciences
Singapore University of Social Sciences
463 Clementi Road
Singapore 599494

One passport-sized photograph

Copies of the following documents:

Certificate & Transcript(s) of all academic records (O/A Levels, Diploma, Degree) Other relevant Certificates