

Our ref. : (31)PSMB/1/14/13
Kulit 2
Date : 29 October 2012

TRAINING PROVIDERS CIRCULAR NO. 2/2012

REGISTRATION OF eLEARNING COURSES UNDER SBL-KHAS SCHEME

1.0 PURPOSE

- 1.1 The purpose of this circular is to inform training providers on the registration of eLearning courses under the SBL-Khas Scheme.

2.0 BACKGROUND

- 2.1 The Board of Directors of the Human Resources Development Fund (HRDF) has recently approved the registration of eLearning courses under the SBL-Khas Scheme to promote the enculturation of learning and development among employers registered with the HRDF.
- 2.2 eLearning is one of the initiatives undertaken by the Government since 2009 to promote life-long learning among Malaysian to encourage continuous learning.

3.0 TERMS AND CONDITIONS

- 3.1 With effect from 1 November 2012, training providers under category A, B and B(HO) are allowed to register their eLearning courses under the SBL-Khas Scheme.

- 3.2 In applying for the registration of courses, the existing processing fees shall apply i.e. RM300 for category A and B, and RM500 for category B(HO).
- 3.3 Application shall be submitted via online through the Training Provider Information System (TPIS) on HRDF website (www.hrdf.com.my). Documents to be uploaded are the bank pay-in slip and course outline (complete with information on the purpose, content and benefits of the programme to the trainees who attended the course).
- 3.4 The validity period per course is three (3) years and a processing fee of RM200 is chargeable upon renewal for category A and B training providers and RM300 for category B(HO) training providers.

4.0 CONCLUSION

- 4.1 Please feel free to contact Siti Norzuliana binti Sazali on (03) 2096 4826 or our Customer Service Officer on 1-800-88-4800 should you require further clarification or assistance.

Thank you.

HRDF – SHAPPING PEOPLE
Pekerja Berinovatif Penggerak Transformasi

Yours sincerely,

(AMIRNUDDIN BIN MAZLAN)
Chief Executive
Pembangunan Sumber Manusia Berhad