



**CHECKLIST FOR APPEAL APPLICATION  
(HRD CORP Claimable Courses & SBL  
& SLB SCHEME)**



This checklist will assist to ensure that you have provided all the necessary supporting documents to file your appeal

**EMPLOYER'S SECTION**

Tick (√) the column once you have attached all the required documents

- Application Form (**PSMB/PGL/1/14**)
- Quotation For Course Fees
- Course Content / Training Schedule
- Trainer's Profile
- A Copy Of Attendance List – **PSMB/SBL-KHAS/T3/01 (For HRD CORP Claimable Courses Scheme Only)**
- Letter With Breakdown Of Course Fee For Participating Companies (**For SLB Scheme Only**)
- Employers Are Required To Place Their Company's Stamp On Last Page Of The Application Form
- Reason for Appeal (Compulsory to State) :

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**\*\*FAILURE TO PROVIDE ABOVE ITEMS WILL LEAD TO REJECTION OF APPEAL APPLICATION**