

MSME APPLICATION FORM

NOTE

- Each MSME **employer** is required to fill in this form to acknowledge their employees' participation in the MSME Development Initiative.
- The maximum number of employees participating from each MSME **employer** is five (5).
- One (1) complete application form is required for each course.
- All information provided will be treated as CONFIDENTIAL.
- The completed form is to be submitted by the **Training Provider** through the Upskill Malaysia portal at least ten (10) working days before the commencement date of the training.

ADDITIONAL DOCUMENTS TO BE PROVIDED BY THE EMPLOYER

- A copy of the employee(s) MyKad.
- MSME Status Certification / Latest company EPF Contribution Statement from employer.
- Latest pay slip of the employee / Latest SSM Company Profile with Director and Shareholder Details.

SECTION 1: EMPLOYER INFORMATION

Company Name	
Company Registration No.	
Name of Person in Charge (PIC)	
PIC Contact No. & Email Address	i. Contact No:..... ii. Email Address:
Total number of employees (Full-Time)	
Appointed Training Provider	
Approved Course Title	
Training Date	

SECTION 2: EMPLOYEES' INFORMATION

No	Name of Employee (Malaysian Only)	Identification Card Number	Designation
1.			
2.			
3.			
4.			
5.			

SECTION 3: EMPLOYER'S ACKNOWLEDGMENT

I/we with this confirm that the facts stated in this application and the accompanying information are true. I/we understand that if I/we or the company obtain this training grant due to false and/or incorrect statements, I/we or the company may be charged under Section 41 of the Pembangunan Sumber Manusia Act 2001 (Act 612). Furthermore, at its discretion, Pembangunan Sumber Manusia Berhad may revoke this training grant and immediately demand the repayment of any amounts already paid.

Signature :

Name :

Official stamp :

Date :