



## BUS VOCATIONAL ENROLMENT FORM

Please complete & tick where appropriate

### COURSE APPLIED:

Bus Vocational Licence Course

Bus Attendant Course

NRIC/FIN no.: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name (as on NRIC/FIN Card): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Singapore \_\_\_\_\_

Contact No: (Home) \_\_\_\_\_ (Office) \_\_\_\_\_ (HP) \_\_\_\_\_

### GENDER:

- Male  
 Female

### RACE:

- Chinese  
 Malay  
 Indian  
 Others

### LANGUAGE SPOKEN:

- English  
 Chinese

### NATIONALITY:

- Singaporean  
 Permanent Resident  
 Malaysian  
 Other Foreigner

### OCCUPATION:

- Non-Executive  
 Executive/Management  
 Self-employed  
 Unemployed

### PERSONAL DATA PROTECTION STATEMENT

The privacy of your personal data is important to us and we are committed to accord the information the due level of care as presented in this Statement and consistent with the Personal Data Protection Act 2012.

#### 1. Purpose of Collection

Your personal data will be collected upon pre-enrolment and upon using our online system and website. We use your personal data for :

- |   |  |
|---|--|
| (a) planning and scheduling                                       | (f) facilitating insurance claims              |
| (b) administering your account, booking and payment               | (g) facilitating training and testing          |
| (c) identity check and responding to any inquiries                | (h) vehicle damages, settlement and repair     |
| (d) communicating on service follow up and feedback investigation | (i) coaching employees for service improvement |
| (e) monitor training progress                                     |  |

If you give your consent under the "Marketing & Promotion Option", we shall also collect and use your personal data to contact you on our marketing or promotional materials relating to our products and services via telephone calls, text messages, mails as ticked accordingly.

#### 2. Disclosure of Personal Data

We may disclose your personal particulars to the police, the Land Transport Authority, Singapore Taxi Academy, government authorities and relevant parties, in compliance with statutory regulations, establishing legal claims, and to the insurance company or its agent issuing insurance coverage and in facilitating various type of insurance claims, and to the Banks or its agent relating to payment services, external vehicle workshop and vendors engaged by us for the purpose of enhancing our services.

**3. Right of Access & Correction**

You may request in person for access to your personal information. If there is any need to update or revise your personal data, you can do so in person with your identity card at our Customer Service Counter or write in to us with document proof using our 'Change of Personal Data & Updating' Form.

**4. Withdrawal of Consent**

Withdrawal of consent should be made formally in person with your identity card at our Customer Service Counter. Whilst we respect your decision to withdraw your consent, this will restrict our ability to providing you with our continued service, to the result of constituting your termination of course agreement with us.

**Right to Amend Personal Data Protection Statement**

We reserve the right to amend this Personal Data Protection Statement at any time. If we make any changes to this Personal Data Protection Statement and the way in which we use your Personal Data we will post these changes on our website. Please check our Personal Data Protection Statement on a regular basis.

**Data Protection Officer**

If there is any query on this Personal Data Statement, please contact us at dpo@bbdc.sg

**CONSENT FOR THE COLLECTION, USE AND DISCLOSURE OF MY PERSONAL DATA**

I have read and agree to the above Personal Data Protection Statement.

**MARKETING & PROMOTION OPTION**

Please tick to indicate your preference :

l) Do you wish to receive marketing and promotional information?  Yes  No

Option :  SMS  Phone Call  Mail

**DECLARATION:**

I hereby declare that all the information given by me to the Centre is correct. I have read and agree to abide by all the Terms and Conditions. The Centre is at liberty to vary or amend all or any of the Terms and Conditions at any time and from time to time and I shall be bound by any variation or amendment or addition to the Terms and Conditions.

Date: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

**FOR OFFICIAL USE**

Course Package: \_\_\_\_\_

Language:  English  Mandarin

Lesson Dates: (Day 1) \_\_\_\_\_ (Day 2) \_\_\_\_\_

(Day 3) \_\_\_\_\_ (Day 4) \_\_\_\_\_

BVL: Reference No: \_\_\_\_\_ Letter Date: \_\_\_\_\_

Medical and X-ray result:  Yes  No

Attended By	Checked By	Remarks