



National Translation Committee
Translation Talent Development Scheme (TTDS)
Capability Development Plan Form

Section C: Your capability development programme(s)

C1. Please provide details of your capability development programme(s) below. Please use one table for one programme and add more tables if necessary.

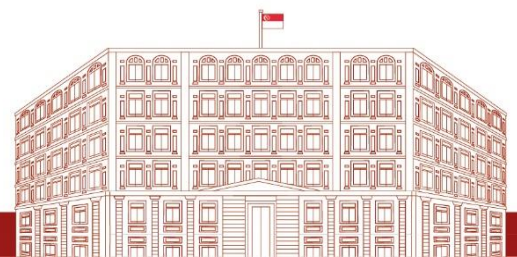
For each programme, please furnish the required supporting materials (i.e. proof of enrolment (e.g. letter of acceptance / matriculation) OR application (e.g. application acknowledgement emails) OR awaiting confirmation / invitation (e.g. registration emails) from the programme provider of each programme OR plan(s) to apply for upcoming programmes* (screenshots of programme details stating the application period if it has yet to commence)

You may include additional notes (e.g. 'application period for programme will commence at a later date', etc).

Programmes of a duration of up to one year must start **OR end between 1 April of the application year and 31 March of the following year to be eligible (both dates inclusive). For example, for an application submitted in 2023, the start **OR** end date programme(s) must be between/on 1 April 2023 and 31 March 2024. Programmes exceeding one year (e.g. degree and postgraduate courses) must end within three years of the application by 31 March. For example, for an application submitted in 2023, the programme must end by 31 March 2026.*

Programme 1

Name of programme provider			
Programme title			
Country/region where programme is held			
Programme type (choose one)	<input type="checkbox"/> Short course/workshop/intensive summer course <input type="checkbox"/> Diploma/Degree/Postgraduate programme (part-time) <input type="checkbox"/> Diploma/Degree/Postgraduate programme (full time) <input type="checkbox"/> Conference/seminar/webinar <input type="checkbox"/> Certification examination		
Start date		Applied for programme?	Yes / No
End date		Selected for programme?	Yes / No
Duration of programme			
Website			
Notes (if any)			



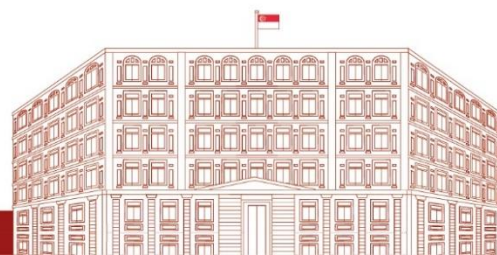
Programme costs <i>(If exact figures are not available, you may provide an estimated figure.)</i>	Programme fee (e.g. course/workshop/conference/examination fee)	(indicate currency and amount)
	Cost of compulsory training materials	(indicate currency and amount)
	Economy-class airfare for one return flight from Singapore to programme venue*	(indicate currency and amount)
	Visa fees (if required)*	(indicate currency and amount)
	Total cost: <i>(indicate currency and amount)</i>	

*For programmes conducted overseas. Not applicable if conducted online and physical attendance is not required.

(For multiple programmes, pls copy and paste table from above and label as Programme 2, Programme 3, etc.)

C2. Have you received any other sources of funding from the Government (except MOE tuition fee grants and subsidies, grants and other funding from SkillsFuture Singapore) or other public and/or private organisations for any of the programmes above?

- No
 Yes, please specify details:



Section D: Your capability development plan

Please elaborate on your capability development plan and how your proposed programme(s) can help you in your capability development. Please keep each answer to not more than 300 words.

Your strengths and accomplishments (in not more than 300 words)

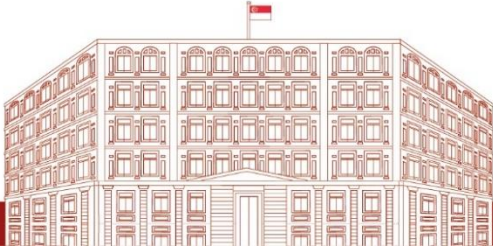
- *What are your strengths as a translation/interpretation practitioner?*
- *What are your accomplishments in translation/interpretation to date?*

[Empty response area for strengths and accomplishments]

Your capability development objectives (in not more than 300 words)

- *Which area(s) or what skill(s) do you wish to develop?*
- *What are your specific capability development objectives?*
- *How will your proposed programmes meet your capability development objectives? Please elaborate.*
- *How will meeting these objectives support and advance your translation/interpretation practice?*

[Empty response area for capability development objectives]



Achieving your capability development objectives (in not more than 300 words)

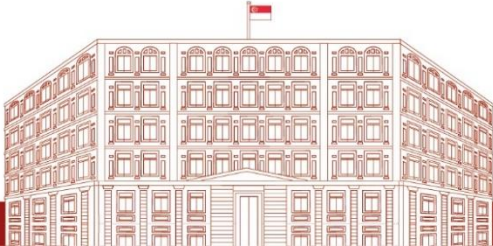
- *How would you determine that your capability development objectives have been met?*
- *How will you be tracking your progress?*
- *How do you plan to apply what you have learnt in your work?*

Empty response area for the first question.

Your contribution to the translation/interpretation sector (in not more than 300 words)

- *Where do you see yourself in the next three years?*
- *How do you intend to contribute to the translation/interpretation sector?*

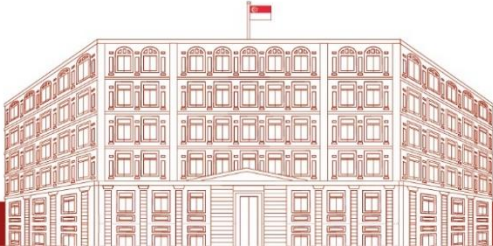
Empty response area for the second question.



Section E: Education and Work Experience

E1. Please indicate your major translation and/or interpretation projects in the past three years, starting with the most recent project.

From	To	Client	Referee's Contact Details	Brief Project Information & Your Role



E2. Please indicate your work experience, starting with the most recent position.

From	To	Company	Position Held	Brief Description of Your Role

E3. Please indicate your education background, starting with the most recent qualification/certification obtained.

From	To	Institution	Country	Qualification / Certification

