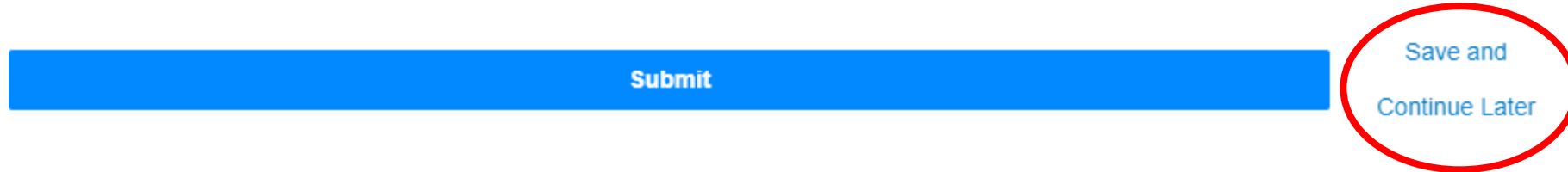
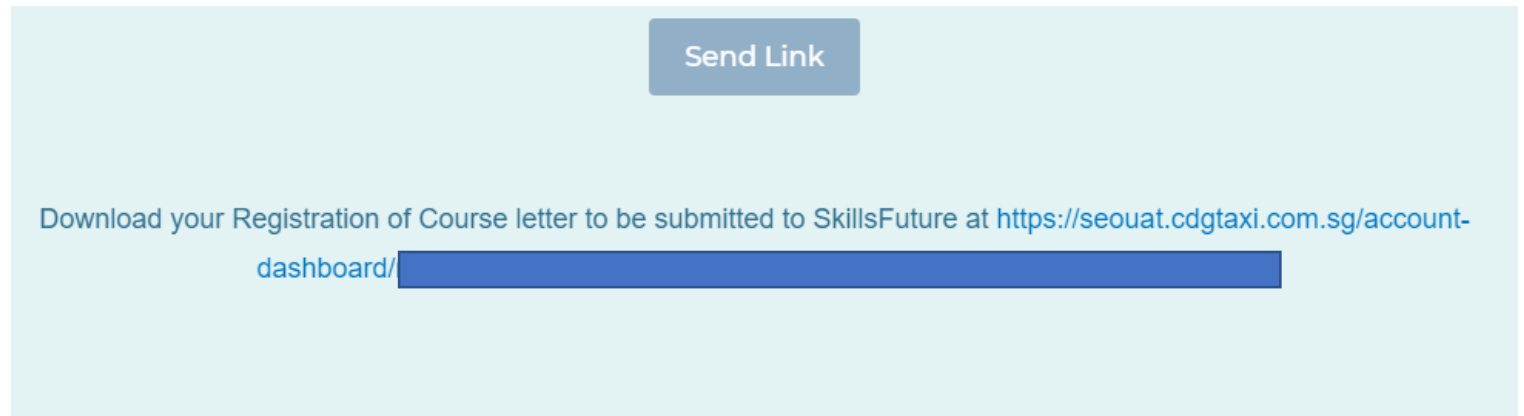


How to submit SkillsFuture Claim?

Step 1: Scroll down and click on "Save and Continue Later"

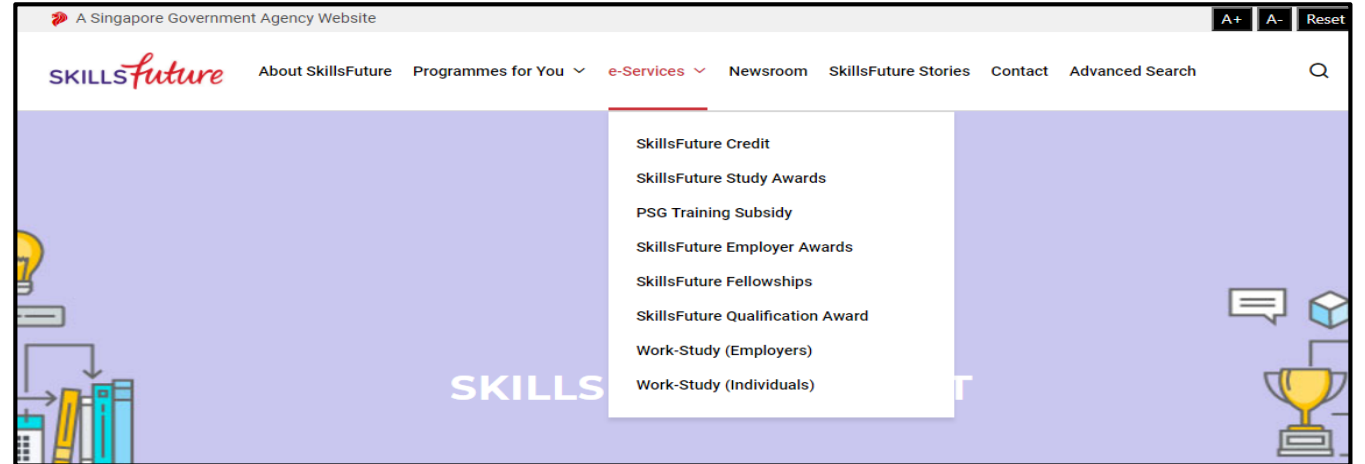


Step 2: Click on the link and download the Registration of Course letter. You will need this letter to upload into SkillsFuture Credit as a supporting document.

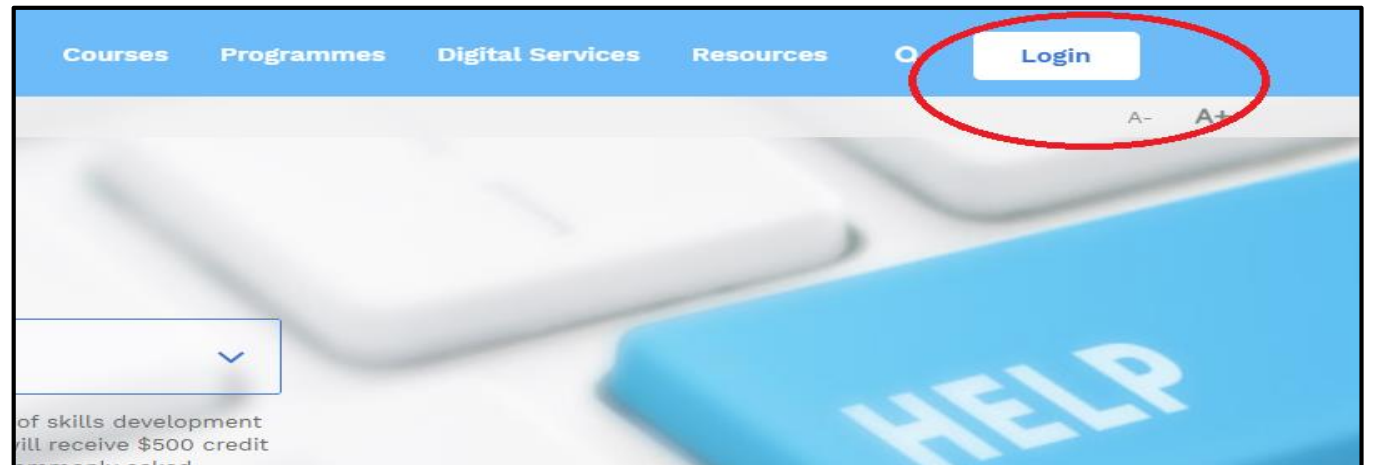


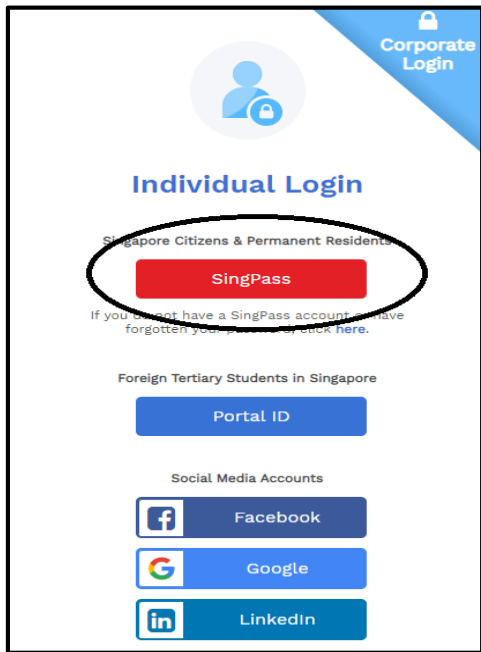
Step 3: Head over to <https://www.skillsfuture.gov.sg/>

Step 4. Select e-services, SkillsFuture Credit

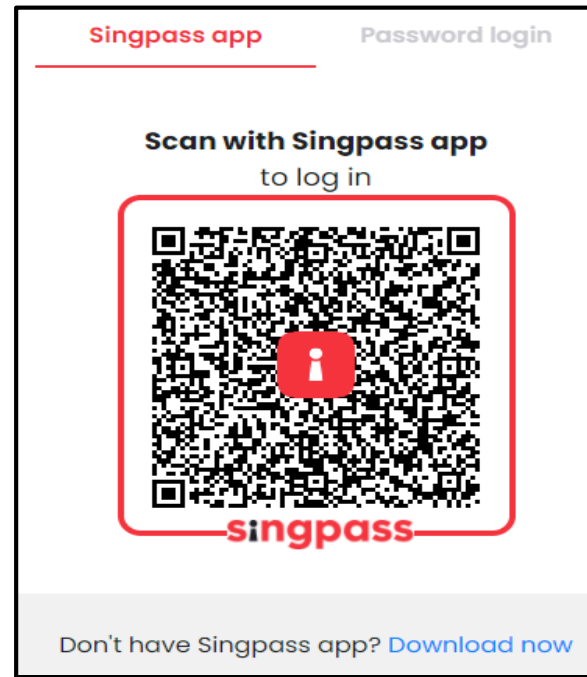


Step 5. Enter login



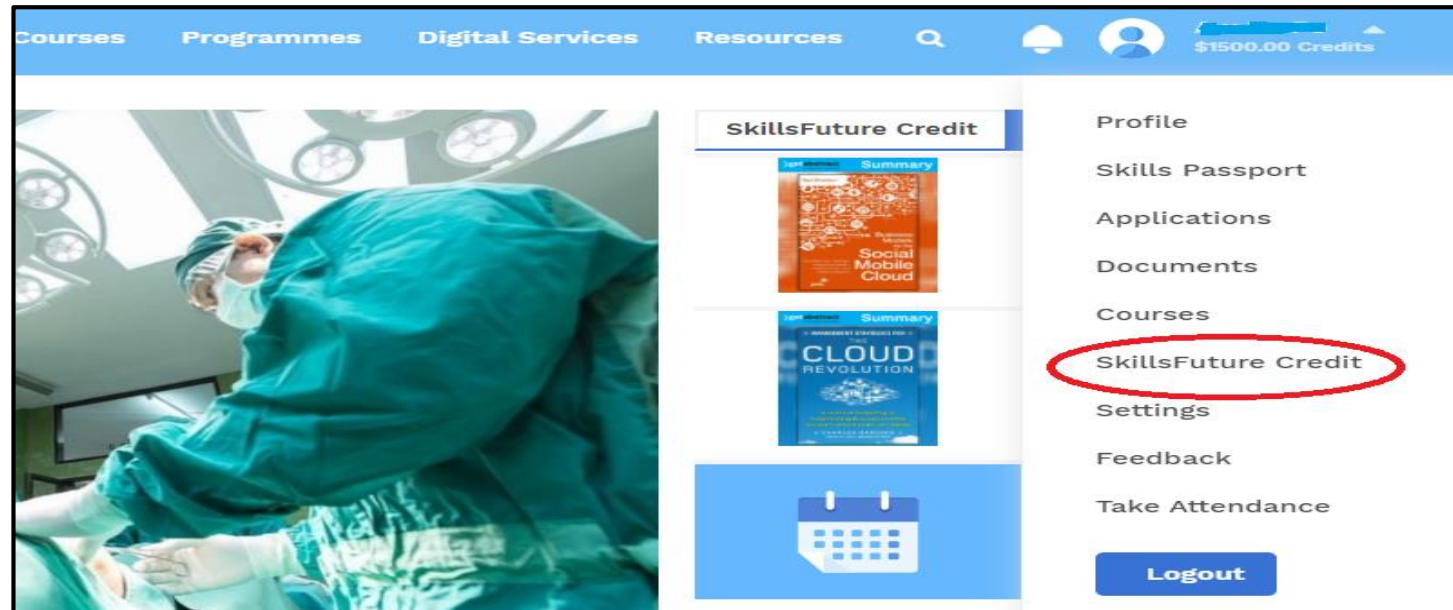


Step 6. Select SingPass



Step 7. Either login using SingPass App or Full NRIC & Password (OTP will be sent to your mobile phone)

Step 8. Update your Profile and Select SkillsFuture Credit



Step 9. Click on 'Proceed to Submit a Claim'

The screenshot shows the 'Account Details' page. On the left, there are three summary cards: 'Available SkillsFuture Credit' with a balance of \$1,000.00, 'Available Career Transition Credit' with a balance of \$500.00, and 'Open Claims' with a balance of \$0.00. On the right, there are dropdown menus for 'Sort By' and '2021'. Below these is a section for 'Claim Applications (0)'. At the bottom, a blue button labeled 'Proceed to Submit a Claim' is circled in red.

The screenshot shows the 'Claim Submission' page. On the left, the 'Account Details' sidebar is visible, showing the same credit balances as in Step 9. The main content area is titled 'BEFORE YOU BEGIN' and includes a 'Guide and tips' link. It lists three steps: 1. Complete your profile if this is your first time submitting a claim; 2. Register for course and have the invoice/receipt issued by the training provider ready to be submitted; 3. Check that your invoice/receipt contains the following: Name as per NRIC, Name of training provider. Below the instructions is a progress indicator with three steps, where step 1 is active. Under 'Select a course', there is a search bar with the text 'comfort transportation' and a 'Search' button. A dropdown menu is open, showing 'Training Provider' and 'COMFORT TRANSPORTATION PTE LTD', which is circled in red.

Step 10.
Select a course under Training Provider.
Enter Comfort Transportation Pte Ltd

Step 11. Select Course by clicking the "Arrow".

Claim Submission

BEFORE YOU BEGIN Guide and tips

1 2 3

PRIVATE HIRE CAR DRIVER'S VOCATIONAL LICENCE (PDVL)
Course code: TGS-2017506751
Training Provider: COMFORT TRANSPORTATION PTE LTD

Course Support Period(s):
24/10/2019 to 31/03/2021

TAXI DRIVER'S VOCATIONAL LICENCE (TDVL)
Course code: TGS-2017506750
Training Provider: COMFORT TRANSPORTATION PTE LTD

Course Support Period(s):
24/10/2019 to 31/03/2021

Claim Submission

BEFORE YOU BEGIN Guide and tips

✓ ✓ 3

Enter course start date *

18/03/2021

When entering course start date for Massive Open Online Courses (MOOC) offered by:

- Overseas training providers, indicate course start date as the purchase date of the course
- Local training providers, indicate course start date as provided by the training provider

Step 12. Enter the Course Start Date.

Fee Payable By You (Including GST)	Amount Of Credit To Claim
<input type="text" value="S\$"/>	<input type="text" value="S\$"/>

Step 13. Enter the claim amount accordingly into:- “ Fee Payable By You (Including GST) & Amount of Credit To Claim” as :-

TDVL : \$240.75 (For both Fee Payable By You & Amount of Credit To Claim)

PDVL : \$128.40 (For both Fee Payable By You & Amount of Credit To Claim)

3hrs Refresher: \$42.80 (For both Fee Payable By You & Amount of Credit To Claim)

5hrs Refresher: \$48.15 (For both Fee Payable By You & Amount of Credit To Claim)


Step 14. Upload the supporting document

The “Registration of Course” downloaded at step 2

Upload Supporting Documents *

Please submit official invoices/ receipts as supporting documents.

Where payment details are available only in a foreign currency in the invoices/ receipts, please also provide your credit card or bank statement showing the Singapore Dollar equivalent paid

 Tap to upload documents

0 KB/5MB

I have read and agreed to the [SkillsFuture Credit Terms & Conditions](#) *

Step 15. Enter Submit.

A pop-up for your declaration will appear. Click on Agree and Submit.

Click onto “View More” to view the “Full Claim Details”.

Step 16: Do a print screen (Please refer to the example)

PRIVATE HIRE CAR DRIVER'S VOCATIONAL LICENCE (PDVL) Approved

Claim ID:	Claim Amount:	Pay To:
:		Pay to TP

Course Start Date:
|

Training Provider:
COMFORT TRANSPORTATION PTE LTD

Supporting Documents

Registration of Course Letter

[Cancel Claim](#)

[View Less ^](#)

Step 17: Login into the CDG Registration Portal to continue your registration and upload your print screen by clicking on "Select files"

Approved SkillsFuture Claim *

Drop files here or

[Select files](#)

Only files with extension jpg, png and pdf with max file size of 5MB is allowed.