

Skills Development Courses



Semester
1/2022
January-June

FOR MIGRANTS



Contact:

Jan/Theresa/Nicholas
Office: 6801 7444
Mobile: 8600 3583
Email: sd.acmi@catholic.org.sg

Office Address:

Agape Village
7A Lor 8 Toa Payoh, #03-02A
Singapore 319264
www.acmi.org.sg

2022 Course Schedule

Semester 1 (January to June)

GROUP A (1st & 3rd Sunday)

Time	Course	Additional Requests	Description
10 am – 1 pm	Computer Basic & Word	English Assessment required	Computer Basic & Word Learn basic computer skills and using Word to create documents and cards.
	Everyday Practical English		Everyday Practical English Discover English through greetings, signs and basic vocabulary, and build up confidence in speaking.
	ENGLISH Beginner 1		
	ENGLISH Beginner 2		English Beginner 1 Pick up skills in grammar, vocabulary and understanding in tenses, and learn to write basic sentences.
	Baking	\$6 for Apron; \$4 each session for share	
	Cooking	in ingredients cost	English Beginner 2 Enhance your speaking skills and express yourself with confidence.
10 am – 12 noon	Caregiver	English Assessment required	
1.30 pm – 4.30 pm	Baking	\$6 for Apron; \$4 each session for share	Baking Equip yourself with basic baking skills and techniques in baking bread, pastries, cakes, biscuits, and basic cake décor.
	Cooking	in ingredients cost	
	Excel & Powerpoint	English Assessment required	Cooking Discover cooking styles from around the world: Asian, International, and other healthy recipes.
	Basic Interior Design		
	Guitar	Guitar estimate: \$80	

Group A Dates:

January 2, 16, 30* / February 6, 20 / March 6, 20 / April 3 / May 29**

*Replace May 1 Labour Day: no class

**Replace May 15 Vesak Day: no class

+Easter Sunday: no class

GROUP B (2nd & 4th Sunday)

Time	Course	Additional Requests	Description
10 am – 1 pm	Computer Basic & Word	English Assessment required	Caregiver Learn from caregiving professionals on skills in caring for elderly, children and individuals with special needs.
	ENGLISH Beginner 1		
	ENGLISH Beginner 2		Excel & Powerpoint Get an understanding in creating spreadsheets and tables, as well as dynamic presentations.
	Baking	\$6 for Apron; \$4 each session for share in ingredients cost	
	Cooking		Basic Interior Design Understand basics of design, reading of floor plans, how to put together elements and décor to achieve beautiful interiors.
1.30 pm – 4.30 pm	Baking		
	Cooking		
	Basic Web Design	Completed Microsoft Word	Guitar Learn to play chords, rhythm, timing and different strumming styles, and pick up a few songs!
			Basic Web Design Design websites and blogs using Wordpress

GROUP C

10 am – 4pm	Dressmaking Basic (1 st Sunday)		Dressmaking Learn how to do body measurements, make patterns, and sew a blouse using a sewing machine
	Dressmaking Basic (2 nd Sunday)		

Group B Dates:

January 9, 23 / February 13, 27 / March 13, 27 / April 10, 24 / May 8, 22

Group C (1st Sunday) Dates:

January 2 / February 6 / March 6, 20* / April 3

Group C (2nd Sunday) Dates:

January 9 / February 13 / March 13 / April 10 / May 8

*Replace May 1 Labour Day: no class

Compulsory Dates

GRADUATION

Group A, B & C – 12 June, Sunday
(Details to be advised)

TERMS & CONDITIONS

Contribution:
\$100 for each class

Registration:

1. **Must book appointment (Calendly link) on Facebook/Social Media starting 1 November onwards**
2. Enrolment starts 7 November 2021 to 9 January 2022
3. Valid Work Permit must be produced
4. Only in person at Agape Village

Payment:

1. By Cash or Paynow
2. Strictly no refunds for course contributions made
3. New students must buy uniform vest at \$11

English Assessment:

1. Required for English, Computer, Business & Caregiver courses
2. Pass of 75% required

Attendance:

1. All classes are conducted in English.
2. Certificate is awarded for minimum 75% attendance
3. Maximum 3 absences with valid excuse letter

National Emergency / Crisis:

1. Advice will be taken from the Government of Singapore and the Roman Catholic Archdiocese of Singapore.
2. Classes may be stopped and will only start at the advice of the authorities.
3. Updates will be announced on the ACMI website and social media channels.
4. In compliance with Safe Distancing, class sizes have been reduced. Adjustments will be made when the situation improves.

