

SkillsFuture Credits Claim Guide 2025

A Step-by-step guide on claiming your SkillsFuture Credits

SkillsFuture Credit



How to Claim Your SkillsFuture Credits: A Simple Step-by-Step Guide

Claiming your SkillsFuture Credits is a straightforward process that allows you to offset the cost of approved courses and invest in your personal and professional development. Follow this step-by-step guide to easily submit your claim through the MySkillsFuture portal.

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How to Submit SkillsFuture Credits Claim?

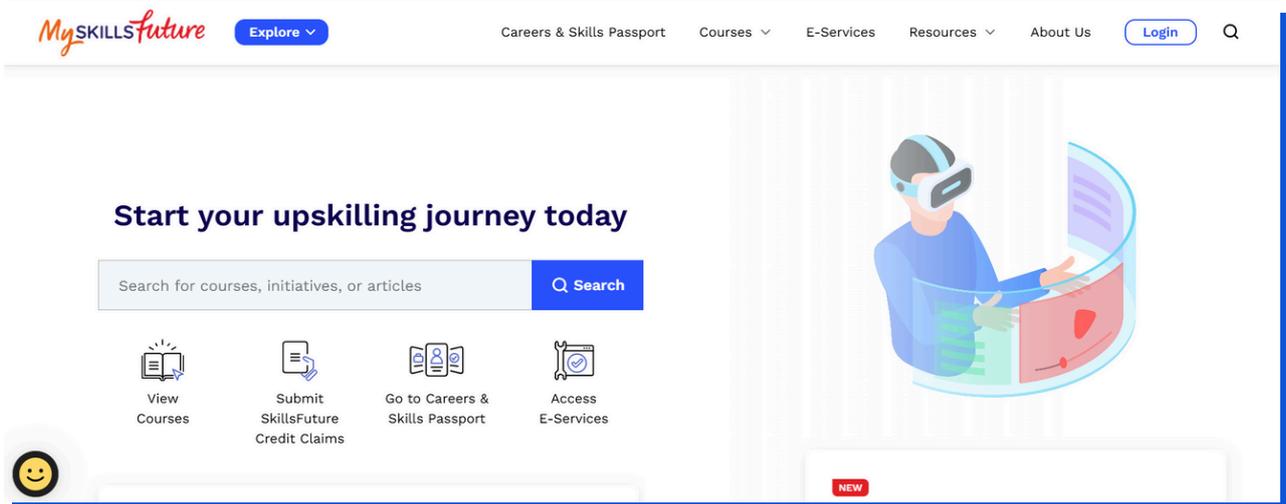
It's simple! You can apply your SkillsFuture Credit to pay for or offset the course fees of approved programs through the MySkillsFuture portal. Additionally, you can easily check your credit balance and track your claim transactions online.

At the point of course registration, you should inform us of your intention to utilise your SkillsFuture Credit in part or in full against the qualifying course fees. After you have successfully enrolled for a SkillsFuture course, you should then submit your claim for SkillsFuture Credit via MySkillsFuture within 60 days before the course start date (date inclusive). SSG will disburse the equivalent amount to us.

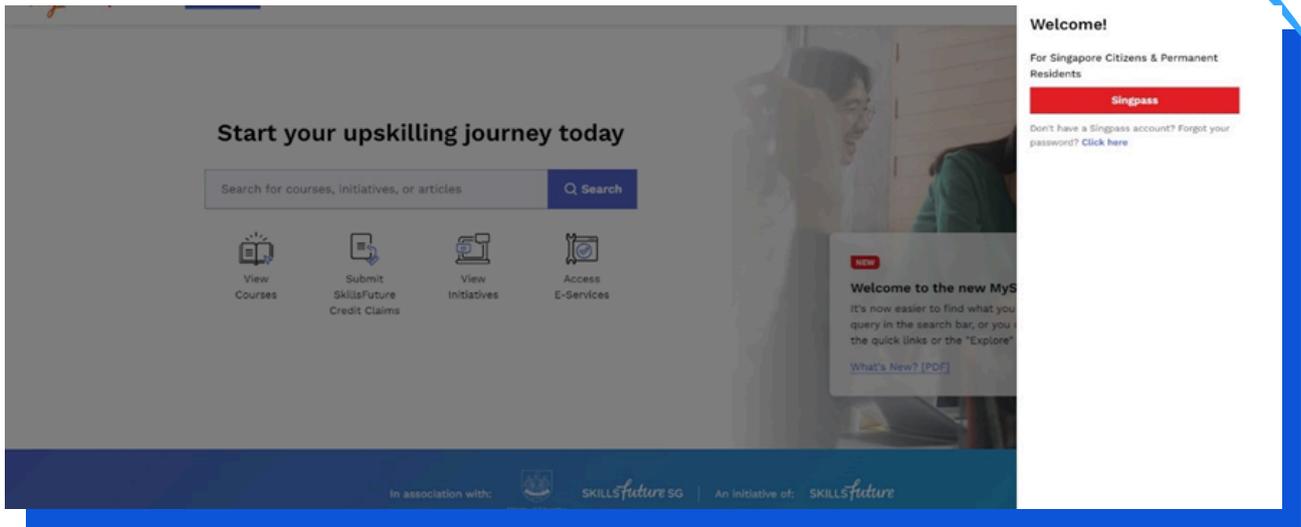
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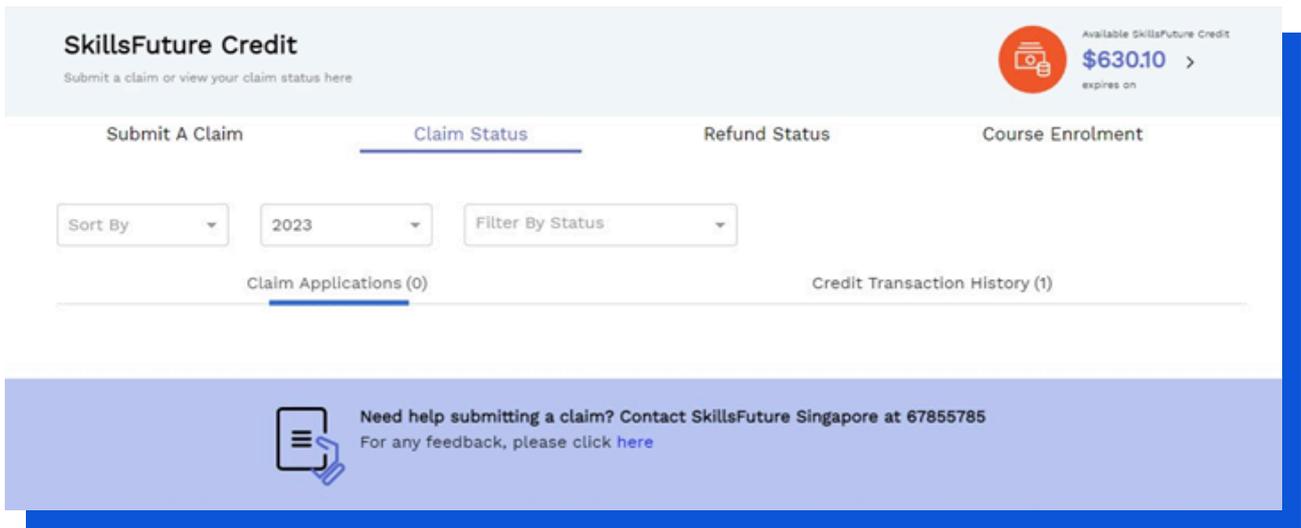
1. Visit [MySkillsFuture portal](#) & click on **“Submit SkillsFuture Credit Claims”**



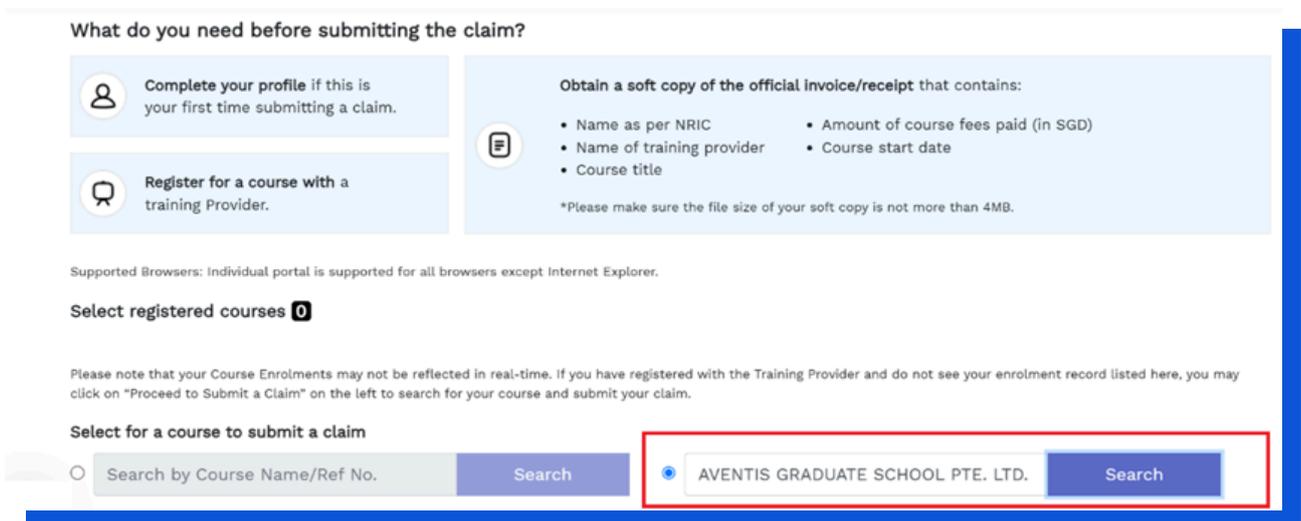
2. Sign in with your **SingPass** via the SingPass app or password login.



3. Click on **“Submit A Claim”**.



4. In the **“Search by Training Provider”** search bar, type **“Aventis Graduate School”**, and hit the Search button.



5. Select the **training course** that you will be attending.

Turning Customer Complaints Into Our Opportunities

Course ID: TGS-2022602097 Select

Training Provider: AVENTIS LEARNING GROUP PTE. LTD.

Course Support Period(s): 20/12/2024 to 25/02/2027

WSQ-Empower Marketers with the Knowledge of Generative AI & ChatGPT

Course ID: TGS-2024048388 Select

Training Provider: AVENTIS GRADUATE SCHOOL PTE. LTD.

Course Support Period(s): 19/08/2024 to 14/07/2026

6. Select the **Course Run Date** that you will be attending.

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Select course run * Course Run Course Start Date

13/02/2025 - 14/02/2025 Select

Primary Venue
100 ORCHARD ROAD 04 100 CONCORDE HOTEL AND SHOPPING MALL 238840 Aventis Campus

7. Key in the following information:
- i) Amount of SkillsFuture Credit to Claim,
 - ii) Amount Payable by you (Refer to invoice),
 - iii) Upload Supporting Documents (Invoice).

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SkillsFuture Credit claim

WSQ-Empower Marketers with the Knowledge of Generative AI & ChatGPT

Course ID:TGS-2024048388
Training Provider:AVENTIS GRADUATE SCHOOL PTE. LTD.
Course Run Dates:19/08/2024 to 14/07/2026

Payment details

Amount Of Credit To Claim * Fee Payable By You (Including GST) *

S\$ S\$

Please enter the amount of credit to claim.

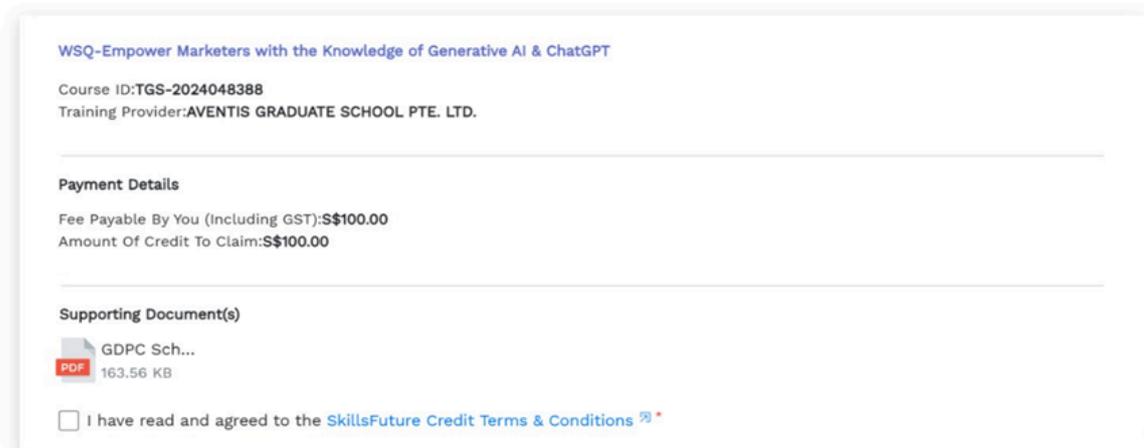
The claim amount should not be more than the nett course fee, or your SkillsFuture Credit balance (whichever is lower).

Upload supporting documents *

 Drag and Drop or Browse your files.
jpeg, png, pdf - max file size 4MB.

- Click on the checkbox to acknowledge the SkillsFuture Credit Terms & Conditions, and **click on the Submit button**.

Review your Submission



The screenshot shows a submission review page with the following details:

- Course Title: WSQ-Empower Marketers with the Knowledge of Generative AI & ChatGPT
- Course ID: TGS-2024048388
- Training Provider: AVENTIS GRADUATE SCHOOL PTE. LTD.
- Section: Payment Details
- Fee Payable By You (Including GST): S\$100.00
- Amount Of Credit To Claim: S\$100.00
- Section: Supporting Document(s)
- Document: GDPC Sch... (PDF, 163.56 KB)
- Agreement: I have read and agreed to the [SkillsFuture Credit Terms & Conditions](#)

- Toggle to the **Claim Applications Section** and take a screenshot.

Frequent Asked Questions (FAQs)

What is SkillsFuture Credit (SFC)?

SkillsFuture Credit allows Singapore Citizens to offset out-of-pocket fees for approved skills-related courses, complementing existing government subsidies. It supports lifelong learning and encourages individuals to take ownership of their skills development. Credits are non-transferable.

All Singaporeans aged 25 and above received a \$500 credit in January 2016, which does not expire and can be accumulated for eligible courses. A one-off \$500 top-up was also provided on 1 October 2020 for those aged 25 and above by 31 December 2020.

How do I check what is my available SkillsFuture Credit balance?

You may follow these steps to log in to check your available SkillsFuture Credit:

1. Go to MySkillsFuture at: www.myskillsfuture.sg
2. Click on "Login"
3. Upon login, click on "SkillsFuture Credit"

If this is the first time that you are applying to use your SkillsFuture Credit, you will be prompted to update your profile information.

Can I submit a SkillsFuture Credit claim without registering for a course?

No. Please register for a [SkillsFuture course](#) with a training provider first before submitting a claim. You will need your course details (e.g. course start date, course ID, training provider) before you can submit a claim.

Can I sign up for courses through the SkillsFuture Credit Course Directory?

No. You need to register the SkillsFuture course directly with us below

For more information on SkillsFuture Credit, refer to our [Frequently Asked Questions \(FAQs\)](#).

Feel free to contact us @ **8859 6809** if you have any queries.