

A nighttime photograph of the Singapore skyline, featuring the Marina Bay Sands hotel and the ArtScience Museum. The text "NFP ENDORSEMENT GUIDE" is overlaid in a large, white, serif font. The background shows the city lights reflecting on the water, with a dark blue sky and a white circle in the top right corner.

# *NFP ENDORSEMENT GUIDE*

*For Singapore Cooperation Programme Courses*

# *NFP Endorsement Steps Overview*

1

Access Assessment  
Page via link from  
Email

2

Check through  
Applications  
submitted

3

Input  
Endorsement

4

Submit  
Endorsement

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< NFP GUIDE SCPTA  
01-Apr-2018 to 30-Apr-2018
 

Course Actions ▾

Course Description
 Terms of Award
 

Applications

Application Actions ▾

Save

Submit NFP Endorsement

<input type="checkbox"/>	⇅ Title	⇅ Applicant	⇅ Age	⇅ Representing	⇅ Designation	⇅ Department	⇅ Organisation	App Supvr	NFP	NFP Endorsement
<input type="checkbox"/>	1	Mrs.	<a href="#">SAMPLE GUIDE APPLICATION 3</a>	28	Myanmar	Sample	Sample	Sample	<div>Yes</div>	<div>Yes</div>
<input type="checkbox"/>	2	Ms.	<a href="#">SAMPLE GUIDE APPLICATION 1</a>	28	Myanmar	Sample	Sample	Sample		not available for assessment
<input type="checkbox"/>	3	Ms.	<a href="#">SAMPLE GUIDE APPLICATION 2</a>	44	Myanmar	SAMPLE	SAMPLE	SAMPLE	<div>N/A</div> <div>N/A</div>	<div>N/A</div>

Show 

20

 records per page
 

1

 Total records: 3

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 Last updated on 13-Nov-2017

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# Email Link

- Email with a link will be sent to NFP.
- NFP can access this link to input endorsement for applications submitted.

# Submitting Endorsement

<div>Save</div> <div>Submit NFP Endorsement</div>	
NFP	NFP Endorsement
	<div>Yes</div>
	<div>Yes</div>
	<div>Yes</div>
	<div>Yes</div>

## Endorsement Steps:

- NFP can input their endorsement for individual applications by selecting 'YES' button in the Endorsement Column for specified applications
- Alternatively, NFP can choose to endorse all applications by selecting 'YES' button at the top of Endorsement Column
- After selecting 'YES' button, NFP can choose to save their endorsement decision before submitting later by clicking 'Save' button
- NFP can submit their endorsement decision by clicking 'Submit NFP Endorsement' button  
**\*this action is nonreversible and NFP will not be able to amend endorsement**

SaveSubmit NFP Endorsement

NFP	NFP Endorsement not available for assessment
	not available for assessment
N/A	N/A

1

Total records: 2

## *Special Cases:*

- 1. If an application has not been endorsed by Applicant's Supervisor, NFP will not be able to endorse yet. Endorsement column will display '**not available for assessment**'
- 2 . If an application does not require endorsement, Endorsement column will display '**N/A**'





# *SINGAPORE COOPERATION PROGRAMME*

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