

FAQs on Alumni Skills Advancement Programme (ASAP)

1 I've graduated from RP many years ago. Am I still eligible for the complimentary courses?

Yes. RP Alumni who have completed a Full-Time, Part-Time, Diploma (Conversion) or Specialist Diploma in 2021 or earlier are eligible to sign up for 3 complimentary courses under the Enhanced Alumni Skills Advancement Programme (ASAP). This applies to Singapore Citizens, Permanent Residents and Foreigners as well.

2 What are the type of courses I can utilise my ASAP credits for?

RP alumni may use their ASAP credits to enrol into SMBCs and/ or short courses as offered by RP Academy of Continuing Education (ACE@RP).

3 What is the duration for each SBMC?

Refer to the respective modular courses for the duration of the lesson.

4 If I would like to stack my SBMCs into a full specialist diploma or part-time diploma, what is the validity period for me to do so?

Alumni may stack their completed SMBCs into a Specialist Diploma or Part-time Diploma within a two-year/ five-year candidature period respectively.

5 What happens after I sign up for a course, thereafter it was cancelled?

You will receive an email to inform you of the cancellation 1 to 2 weeks before the course commences. Since the cancellation is made by RP, your ASAP entitlement would not be affected.

6 How do I check the balance of my ASAP Credits?

When you sign up for a course and indicate that you are using the ASAP scheme, you will receive an invoice indicating your remaining ASAP entitlement. You will receive the invoice 1 to 2 weeks before the course commences.

7 What happens after I have utilised all the 3 ASAP credits?

If you have utilised your 3 ASAP credits, you will need to pay the fees for subsequent courses that you enrol in. The issued invoice will indicate the amount payable.

8 If I still have some entitlements, am I eligible?

Yes. Each alumni can sign up for 3 complimentary courses under the ASAP. For example, if you have utilised 2 complimentary courses last year, you are allowed to sign up for 1 more complimentary course.

9 When will I receive the notice for confirmation of course after I signed up?

You will receive an email notification to confirm your course placement 1 to 2 weeks before the course commences.

10 What happens if the course registration is full?

In case the course is full, you will receive an email to register for the next available course date, or to register your interest if no course date is available for registration.

11 Can I change my mind after registering for a course?

No cancellation, request for change or postponement are allowed if your request is made less than 14 days before the course commencement date. Hence, we recommend that you ensure your availability to attend the course before registering. Any alumni who signs up for a CET course using ASAP credit but subsequently fails to show up for the course without valid reason, may be barred from utilising his/her remaining ASAP credits.

12 How would I know if the vacancies for ASAP is full, and what happens when the vacancies for ASAP are filled for a particular course?

You will be informed in the event that ASAP vacancies for the course are filled, and thereafter you will be offered the option to register as a self-paying participant.

13 Can I request to change a course or course date(s) after registering?

No cancellation, request for change or postponement are allowed if your request is made less than 14 days before the course commencement date.

14 What if I do not attend the course after successful registration?

Your complimentary course entitlement would be considered redeemed. However, if you have a medical certificate that covers your absence from the course, please scan and email it to us at ace@rp.edu.sg, no later than three working days from the course start date.

15 Who can I contact for more information for the course?

Please contact us at ace@rp.edu.sg

16 What is my Alumni ID?

Your Alumni ID is your past Student ID.

17 Is there an expiry date to use the ASAP credits?

Yes. All ASAP credits must be utilised before 31 March 2024.

18 Why was the validity period for ASAP extended? Will the ASAP extension apply to alumni graduating in 2022 or after?

The ASAP scheme was planned for three years, and it was intended to help earlier batches of alumni upskill themselves and keep their skills relevant to today's economy.

As the scheme officially ends in May 2022, no credits will be accorded to alumni graduating in 2022 or after.

RP is only extending the time validity of the ASAP credits issued to alumni who received it in 2021 and before - the credits must be utilised by 31 March 2024.