

**Adult Education (AE) Programmes
and
AE Qualifications Requirements
for
Adult Educators / AEs (Trainers, Assessors and Curriculum Developers)
of
SkillsFuture Singapore (SSG) - Funded Certifiable Courses**

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Section A) ADULT EDUCATION (AE) PROGRAMMES

SkillsFuture Singapore (SSG) has appointed the Institute for Adult Learning (IAL) - an institute of the Singapore University of Social Sciences (SUSS) – to offer the following Adult Education (AE) Singapore Workforce Skills Qualifications (WSQ) programmes for individuals to meet SSG’s *AE Qualifications Requirements for Adult Educators (AEs)* to function as Trainers and Assessors for SSG-Funded WSQ and non-WSQ Certifiable courses and Curriculum Developers for SSG-Funded WSQ Certifiable courses:

- A1 [WSQ Workplace Learning Facilitator \(WLF\)](#) Programme – a level 3 WSQ programme
- A2 [WSQ Advanced Certificate in Learning and Performance \(ACLP\)](#) – a level 3 WSQ qualification
- A3 [WSQ Diploma in Design and Development of Learning for Performance \(DDDLP\)](#) – a level 4 WSQ qualification

Note:

- A1a. *The WSQ Workplace Learning Facilitator (WLF) programme has replaced the former WSQ Workplace Trainer Programme (WTP) with effect from 1st January 2020.*
- A2a. *The WSQ Advanced Certificate in Learning and Performance (ACLP) has replaced the former WSQ Advanced Certificate in Training and Assessment (ACTA) qualification with effect from 1st July 2019.*
- A2b. *The WSQ Advanced Certificate in Learning and Performance 2.0 was launched in Jan 2023.*
- A3a. *The WSQ Diploma in Design and Development of Learning for Performance (DDDLP) has replaced the former WSQ Diploma in Adult and Continuing Education (DACE) with effect from 1st April 2021*
- A3b. *The WSQ Diploma in Design and Development of Learning for Performance 2.0 was launched in Oct 2023.*

Graduates of former versions of DACE and ACTA programmes continue to be recognised by SSG as having met the AE Qualifications Requirements for the respective AE functions of SSG-Funded Certifiable Courses.

SSG-Funded WSQ and Non-WSQ certifiable courses offered by Institutes of Higher Learning (IHLs) [Autonomous Universities, Polytechnics and the Institute of Technical Education (ITE)] and those that are certified by ITE are exempted from SSG's AE Qualifications Requirements. Programmes jointly offered and certified by Training Providers and/or organisations with IHLs are also exempted from SSG's AE Qualifications Requirements.

Programmes A1–A3 consists of modules that are designed to equip AEs with industry-endorsed Technical Skills and Competencies (TSCs) referenced from the Skills Framework for Training and Adult Education (SFw for TAE) sector. More information about SFw for TAE may be found at: <https://www.skillsfuture.gov.sg/initiatives/students/skills-framework/tae>

Section B) COMPARABLE CERTIFICATIONS RECOGNISED FOR CREDIT EXEMPTIONS FROM ADULT EDUCATION (AE) PROGRAMMES

Adult Educators / Trainers who have attained comparable Train-The-Trainer (TTT) or TAE related certifications may apply for credit exemption/s for completion of the AE programmes by submitting to IAL the “*Credit Exemption*” application form (available at: <https://www.ial.edu.sg/ossccredit-exemption/>) in accordance with the following **terms and conditions**:

- B1. Applicants may apply for credit exemption/s from WLF, ACLP or DDDL modules based on the comparable Train-The-Trainer (TTT) or TAE-related certifications which they have previously attained. Refer to tables B1, B2 & B3 for the respective credit exemption details.
- B2. To attain the full WSQ qualification or programme with award of credit exemption/s, the applicant will need to enrol and successfully complete the remaining non-exempted module(s) of the respective TAE WSQ programme.
- B3. A non-refundable administration fee of \$50.00 (before GST) and additional \$25.00 (before GST) for every module which credit exemption is being applied is applicable for each credit exemption application submission.
- B4. Clarification: Please be advised that Statement of Attainments (SOAs) will not be awarded for candidates who receive Credit Exemptions for the module(s) applied.

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Table B1a: Comparable Certifications Recognised for Award of Credit Exemptions for attainment of the WSQ Workplace Learning Facilitator (WLF) Programme – First Version (WLF v1):

S/N	Originating Country	Comparable Train-The-Trainer Programme	Exempted WLF v1 Module	Additional WLF v1 Module Required for fulfilment of WLF v1
W 1	Singapore	Institute of Technical Education (ITE): Train-the-Trainer (TTT) Modules		
		<i>TTT module:</i> <ul style="list-style-type: none"> • <i>Prepare and Conduct Coaching</i> 	<i>WLF 1 (Equivalent to ACLP 2.0 M3P)</i>	WLF 2 (Equivalent to ACLP 2.0 M1P(c))
		<i>TTT module:</i> <ul style="list-style-type: none"> • <i>Develop and Conduct Assessment</i> 	<i>WLF 2 (Equivalent to ACLP 2.0 M1P(c))</i>	WLF 1 (Equivalent to ACLP 2.0 M3P)
W 2	Singapore	WSQ Workplace Trainer Programme (WTP) Full Programme	<i>WLF 2 (Equivalent to ACLP 2.0 M1P(c))</i>	WLF 1 (Equivalent to ACLP 2.0 M3P)
W 3	Singapore	WSQ Advanced Certificate in Learning and Performance (ACLP) Version 1.0		
		<i>ACLP module:</i> <ul style="list-style-type: none"> • <i>Module 4 / M4: Facilitate Workplace Learning</i> 	<i>WLF 1 (Equivalent to ACLP 2.0 M3P)</i>	WLF 2 (Equivalent to ACLP 2.0 M1P(c))
		<i>ACLP module:</i> <ul style="list-style-type: none"> • <i>Elective 1 / E1: Interpret WSQ & Assess Competence</i> 	<i>WLF 2 (Equivalent to ACLP 2.0 M1P(c))</i>	WLF 1 (Equivalent to ACLP 2.0 M3P)

S/N	Originating Country	Comparable Train-The-Trainer Programme	Exempted WLF v1 Module	Additional WLF v1 Module Required for fulfilment of WLF v1
W 4	Singapore	WSQ Advanced Certificate in Learning and Performance (ACLP 2.0) Version 2.0		
		ACLP 2.0 module: <ul style="list-style-type: none"> Module M1P(c): Interpret WSQ and Assess Competence 	WLF 2 (Equivalent to ACLP 2.0 M1P(c))	WLF 1 (Equivalent to ACLP 2.0 M3P)
		ACLP 2.0 module: <ul style="list-style-type: none"> Module M3P: Facilitate Workplace Learning Delivery 	WLF 1 (Equivalent to ACLP 2.0 M3P)	WLF 2 (Equivalent to ACLP 2.0 M1P(c))
W 5	Singapore	National Centre of Excellence for Workplace Learning (NACE) Led by Nanyang Polytechnic (NYP): NACE Led by NYP's Workplace Learning (WpL) Training Programmes All <u>three WpL</u> modules: <ol style="list-style-type: none"> Workplace Learning Blueprint Development Effective Coaching for Workplace Trainers Assessing and Reviewing Workplace Learning 	WLF 1 (Equivalent to ACLP 2.0 M3P) & WLF 2 (Equivalent to ACLP 2.0 M1P(c))	Nil

S/N	Originating Country	Comparable Train-The-Trainer Programme	Exempted WLF v1 Module	Additional WLF v1 Module Required for fulfilment of WLF v1
W 6	Singapore	<p>National Centre of Excellence for Workplace Learning (NACE) @ Singapore Institute of Technology (SIT):</p> <p>NACE @ SIT’s Integrated Work Study Programme (IWSP)</p> <p><i>Corporate Coaching & Mentoring Programme</i></p>	<p><i>WLF 1 (Equivalent to ACLP 2.0 M3P)</i></p> <p><i>&</i></p> <p><i>WLF 2 (Equivalent to ACLP 2.0 M1P(c))</i></p>	Nil

Note:

Graduates of former WSQ Workplace Training Programme (WTP):

Graduates of former versions of the full WTP programme continue to be recognised by SSG as having met the AE Qualifications Requirements for the respective AE functions of SSG-Funded Certifiable Courses.

Graduates of WSQ Workplace Learning Facilitator (WLF) programme – version 1

- Individuals who have completed the WLF v1 programme who are keen to attain the full ACLP qualification may proceed to enroll for ACLP 2.0 modules M1P(a), M1P(b), M2P directly with IAL on a modular basis.
- Contact: <https://feedback.ial.edu.sg/> to indicate interest to enroll for ACLP.

Table C1b: Glossary of WLF version 1 modules and corresponding Skills Framework for Training and Adult Education's (SFw for TAE)

Technical Skills and Competency (TSC):

WSQ Workplace Learning Facilitator (WLF) Programme - version 1 (WLF v1):

<i>Abbreviation</i>	<i>WLF Module Title</i>	<i>Skills Framework for TAE Technical Skills and Competency (TSC)</i>	
		<i>TSC Title</i>	<i>TSC Code</i>
WLF 1	Facilitate Workplace Learning	<i>Workplace Learning Delivery</i>	<i>TAE-LDD-3018-1.1</i>
WLF 2	Assess Workplace Learning	<i>Assessment Design and Implementation</i>	<i>TAE-LDD-3002-1.1</i>

The descriptions of the learning outcomes of the modules are available at www.ial.edu.sg/wlf

Table B2a: Comparable Certifications Recognised for Award of Credit Exemptions for attainment of the WSQ Advanced Certificate in Learning and Performance – Second Version (ACLP 2.0) Qualification:

S/N	Originating Country	Comparable Train-The-Trainer Programme	Exempted ACLP 2.0 Module/s	Additional ACLP 2.0 Module/s Required for Award of full ACLP 2.0 qualification
A 1	Australia	TAE40122 AQF Certificate IV in Training and Assessment	<i>ACLP 2.0 M1P(b), M1P(c) and M3P</i>	ACLP 2.0 M1P(a) and M2P
A 2	Singapore	Institute of Technical Education (ITE): Train-the-Trainer (TTT) Modules: <i>TTT module:</i> <ul style="list-style-type: none"> <i>Deliver and Facilitate Learning</i> 	<i>ACLP 2.0 M1P(b)</i>	ACLP 2.0 M1P(a), M1P(c), M2P and M3P
		<i>TTT module:</i> <ul style="list-style-type: none"> <i>Prepare and Conduct Coaching</i> 	<i>ACLP 2.0 M3P</i>	ACLP 2.0 M1P and M2P
		<i>TTT module:</i> <ul style="list-style-type: none"> <i>Develop and Conduct Assessment</i> 	<i>ACLP 2.0 M1P(c)</i>	ACLP 2.0 M1P(a), M1P(b), M2P and M3P
A 3	Singapore	WSQ Advanced Certificate in Training and Assessment (ACTA) Full Qualification	<i>ACLP 2.0 M1P(b) and M1P(c) plus M3P*</i>	ACLP 2.0 M1P(a) and M2P plus M3P* - if applicable
			<i>*Exempted for the ACLP 2.0 M3P module if the following ACTA module had been attained: CU 4b: "TR-TDL-303C-1 Prepare and Conduct On-The-Job Training"</i>	
A 4	Singapore	WSQ Diploma in Adult and Continuing Education (DACE) Full Qualification	<i>ACLP 2.0 M1P(b) and M1P(c)</i>	ACLP 2.0 M1P(a), M2P and M3P

S/N	Originating Country	Comparable Train-The-Trainer Programme	Exempted ACLP 2.0 Module/s	Additional ACLP 2.0 Module/s Required for Award of full ACLP 2.0 qualification
A 5	Singapore	WSQ Specialist Diploma in Advanced Facilitation (SDAF) Full Qualification	<i>ACLP 2.0 M1P(b) Plus M2P*</i>	ACLP 2.0 M1P(a), M1P(c) and M3P plus M2P* - if applicable
			<i>*Exempted for the ACLP 2.0 M2P module if the following SDAF module had been attained: AF2: "TR-DAT-502C-1 Use blended learning to deliver effective learning facilitation".</i>	
A 6	Singapore	IAL Certified Workplace Learning Specialist (CWLS) Full Programme	<i>ACLP 2.0 M3P</i>	ACLP 2.0 M1P and M2P
A 7	Singapore	WSQ Workplace Trainer Programme (WTP) Full Programme	<i>ACLP 2.0 M1P(c)</i>	ACLP 2.0 M1P(a), M1P(b), M2P and M3P
A 8	Singapore	National Centre of Excellence for Workplace Learning (NACE) Led by Nanyang Polytechnic (NYP): NACE Led by NYP's Workplace Learning (WpL) Training Programmes All <u>four</u> WpL modules: <ol style="list-style-type: none"> 1. <i>Workplace Learning Blueprint Development</i> 2. <i>Training Needs and Skills Gap Analysis</i> 3. <i>Effective Coaching for Workplace Trainers</i> 4. <i>Assessing and Reviewing Workplace Learning</i> 	<i>ACLP 2.0 M1P(a), M1P(b), M1P(c) and M3P</i>	ACLP 2.0 M2P

S/N	Originating Country	Comparable Train-The-Trainer Programme	Exempted ACLP 2.0 Module/s	Additional ACLP 2.0 Module/s Required for Award of full ACLP 2.0 qualification
A 9	Singapore	<p>National Centre of Excellence for Workplace Learning (NACE) @ Singapore Institute of Technology (SIT):</p> <p>NACE @ SIT's Integrated Work Study Programme (IWSP)</p> <p><i>Corporate Coaching & Mentoring Programme</i></p>	<i>ACLP 2.0 M1P(c) and M3P</i>	ACLP 2.0 M1P(a), M1P(b) and M2P
A10	Singapore	<p>Institute for Adult Learning Singapore (IAL):</p> <p>Continuing Professional Development (CPD) programmes</p> <p><i>CPD Programme:</i></p> <ul style="list-style-type: none"> <i>Adopt the Skills Framework to Design Curriculum and Courseware</i> 	<i>ACLP 2.0 M1P(a)</i>	ACLP 2.0 M1P(b), M1P(c), M2P and M3P
		<p><i>CPD Programme:</i></p> <ul style="list-style-type: none"> <i>Basics of Workplace Learning Design</i> 	<i>ACLP 2.0 M3P</i>	ACLP 2.0 M1P and M2P
A11	Singapore	<p>Institute for Adult Learning Singapore (IAL):</p> <p>Skills Badges</p>		
		<p><i>Skills Badge</i></p> <ul style="list-style-type: none"> <i>Skills Framework Adoption</i> 	<i>ACLP 2.0 M1P(a)</i>	ACLP 2.0 M1P(b), M1P(c), M2P and M3P

S/N	Originating Country	Comparable Train-The-Trainer Programme	Exempted ACLP 2.0 Module/s	Additional ACLP 2.0 Module/s Required for Award of full ACLP 2.0 qualification
		<i>Skills Badge:</i> <ul style="list-style-type: none"> <i>Learning Experience Delivery</i> 	<i>ACLP 2.0 M1P(b)</i>	ACLP 2.0 M1P(a), M1P(c), M2P and M3P
		<i>Skills Badge:</i> <ul style="list-style-type: none"> <i>Assessment Design Implementation</i> 	<i>ACLP 2.0 M1P(c)</i>	ACLP 2.0 M1P(a), M1P(b), M2P and M3P
		<i>Skills Badge:</i> <ul style="list-style-type: none"> <i>Technology-Enabled Learning Delivery</i> 	<i>ACLP 2.0 M2P</i>	ACLP 2.0 M1P and M3P
		<i>Skills Badge:</i> <ul style="list-style-type: none"> <i>Workplace Learning Facilitation</i> 	<i>ACLP 2.0 M3P</i>	ACLP 2.0 M1P and M2P

Table B2b: Glossary of ACLP 2.0 modules and corresponding Skills Framework for Training and Adult Education’s (SFw for TAE) Technical Skills and Competency (TSC):

WSQ Advanced Certificate in Learning and Performance – Second Version (ACLP 2.0) Qualification:

<i>Abbreviation</i>	<i>ACLP 2.0 Module Title</i>		<i>Skills Framework for TAE Technical Skills and Competency (TSC)</i>	
			<i>TSC Title</i>	<i>TSC Code</i>
ACLP 2.0 M1P	Facilitate Learning Experiences for Adult Learners and Assess Competence based on Skills Framework	M1P(a): Adopt Skills Frameworks for Professional Growth	<i>Skills Framework Adoption</i>	<i>TAE-HRM-3035-1.1-1</i>
		M1P(b): Facilitate Learning Experiences for Adult Learners	<i>Learning Experience Delivery</i>	<i>TAE-LDD-3008-1.1</i>
		M1P(c): Interpret WSQ and Assess Competence	<i>Assessment Design and Implementation</i>	<i>TAE-LDD-3002-1.1</i>
ACLP 2.0 M2P	Facilitate Technology-Enabled Learning Delivery		<i>Learner Profile Analysis</i>	<i>TAE-LDD-3011-1.1</i>
			<i>Technology-enabled Learning Delivery</i>	<i>TAE-LDD-3009-1.1</i>
ACLP 2.0 M3P	Facilitate Workplace Learning Delivery		<i>Workplace Learning Delivery</i>	<i>TAE-LDD-3009-1.1</i>

The descriptions of the learning outcomes of the modules are available at www.ial.edu.sg/aclp

Note:

Graduates of former WSQ Advanced Certificate in Training and Assessment (ACTA):

Graduates of former versions of the full ACTA qualification continue to be recognised by SSG as having met the AE Qualifications Requirements for the respective AE functions of SSG-Funded Certifiable Courses

**Table B3a: Comparable Certifications Recognised for Exemption for
WSQ Diploma in Design and Development of Learning for Performance – 2nd Version (DDDLP 2.0) Modules**

S/N	Originating Country	Comparable Train-The-Trainer Programme	Exempted DDDL 2.0 Module/s	Additional DDDL 2.0 Module/s Required for Award of full DDDL 2.0 qualification
D 1	Australia	TAA50104 AQF Diploma in Training and Assessment Full Qualification	<i>DDDL 2.0</i> <i>LNA and ALP</i>	<u><i>Pre-requisite:</i></u> <i>WSQ ACLP or WSQ ACTA or equivalent</i> DDDL 2.0 RPP, BCL, DCF and DCE
D 2	Australia	TAE50116 AQF Diploma of Vocational Education and Training Full Qualification	<i>DDDL 2.0</i> <i>RPP and ALP</i> <i>Plus *LNA</i>	<u><i>Pre-requisite:</i></u> <i>WSQ ACLP or WSQ ACTA or equivalent</i> <i>DDDL 2.0</i> BCL, DCF and DCE plus * LNA - if applicable
			<p><i>*Exempted for the DDDL LNA module if the following elective module had been attained:</i></p> <p><i>“TAETAS501 Undertake Organisational Training Needs Analysis”</i></p>	

S/N	Originating Country	Comparable Train-The-Trainer Programme	Exempted DDDL 2.0 Module/s	Additional DDDL 2.0 Module/s Required for Award of full DDDL 2.0 qualification
D 3	Australia	TAE50216 AQF Diploma of Training Design and Development Full Qualification	<i>DDL 2.0</i> <i>LNA and ALP</i> <i>Plus *RPP</i>	<u>Pre-requisite:</u> <i>WSQ ACLP or WSQ ACTA or equivalent</i> DDL 2.0 BCL, DCF and DCE plus * RPP - if applicable
			<i>*Exempted for the DDDL RPP module if the following elective module had been attained:</i> <i>“TAE PDD501 Maintain and Enhance Professional Practice”</i>	
D 4	Australia	Griffith University – Singapore: Master of Learning and Professional Development (MLPD)	<i>DDL 2.0</i> <i>RPP and ALP</i>	<u>Pre-requisite:</u> <i>WSQ ACLP or WSQ ACTA or equivalent</i> DDL 2.0 LNA, BCL, DCF and DCE
D 5	Singapore	Singapore University of Social Sciences (SUSS): Graduate Diploma in Adult Learning (GDATL) Full Qualification	<i>DDL 2.0</i> <i>LNA, BCL, DCF</i>	<u>Pre-requisite:</u> <i>WSQ ACLP or WSQ ACTA or equivalent</i> DDL 2.0 RPP, ALP and DCE

S/N	Originating Country	Comparable Train-The-Trainer Programme	Exempted DDDL 2.0 Module/s	Additional DDDL 2.0 Module/s Required for Award of full DDDL 2.0 qualification
D 6	Singapore	<p>National Institute of Education (NIE), Nanyang Technological University (NTU):</p> <p>Master of Arts in Professional Education (MAPE) with Elective MTD907: Training Needs Assessment and Solution</p>	<p>DDDL 2.0 LNA</p>	<p><i>Pre-requisite:</i> WSQ ACLP or WSQ ACTA or equivalent</p> <p>DDDL 2.0 RPP, BCL, ALP, DCF and DCE</p>
D7	Singapore	<p>WSQ Diploma in Adult and Continuing Education version 2 (DACEv2)</p>		<p><i>Pre-requisite:</i> WSQ ACLP or WSQ ACTA or equivalent</p>
		<p><i>DACEv2 module:</i></p> <ul style="list-style-type: none"> Core Module 1 / CM1: Develop Practice through Reflection 	<p>DDDL 2.0 RPP</p>	<p>DDDL 2.0 LNA, BCL, ALP, DCF and DCE</p>
		<p><i>DACEv2 module:</i></p> <ul style="list-style-type: none"> Core Module 3 / CM3: Conduct a Training Needs Analysis (TNA) 	<p>DDDL 2.0 LNA</p>	<p>DDDL 2.0 RPP, BCL, ALP, DCF and DCE</p>
		<p><i>DACEv2 module:</i></p> <ul style="list-style-type: none"> Core Module 5 / CM5: Develop and Review Competency-based Assessment (AD) <p>&</p> <ul style="list-style-type: none"> Elective Module 1 / EM1: Develop Assessment Tools 	<p>DDDL 2.0 ALP</p>	<p>DDDL 2.0 RPP, LNA, BCL, DCF and DCE</p>

Table B3b: Glossary of DDDL 2.0 modules and corresponding Skills Framework for Training and Adult Education’s (SFw for TAE) Technical Skills and Competency (TSC):

WSQ Diploma in Design and Development of Learning for Performance – Second Version (DDL 2.0) Qualification:

Abbreviation	DDL 2.0 Module Title	Skills Framework for TAE Technical Skills and Competency (TSC)	
		TSC Title	TSC Code
DDL 2.0 RPP	Apply Reflective Practice for Professional Development	<i>Reflective Practice</i>	<i>TAE-LDD-4004-1.1</i>
DDL 2.0 LNA	Perform Learning Needs Analysis to Enhance Work Performance	<i>Learning Needs Analysis</i>	<i>TAE-PDV-4031-1.1-1</i>
		<i>Workplace Performance Diagnosis</i>	<i>TAE-LDD-4019-1.1</i>
DDL 2.0 BCL	Design Blended Curriculum for Adult Learning	<i>Curriculum Design</i>	<i>TAE-LDD-5010-1.1</i>
DDL 2.0 ALP	Design Assessment to Evaluate Learning and Performance	<i>Assessment Design and implementation</i>	<i>TAE-LDD-4002-1.1</i>
DDL 2.0 DCF	Develop Courseware for Facilitation	<i>Curriculum Design</i>	<i>TAE-LDD-4010-1.1</i>
DDL 2.0 DCE	Develop Courseware for e-Learning	<i>Learning Technology Design</i>	<i>TAE-LDD-4016-1.1</i>

The descriptions of the learning outcomes of the modules are available at: www.ial.edu.sg/dddlp

Note:

Graduates of former version of WSQ Diploma in Adult and Continuing Education – Version 1 and/or 2 (DACE v1 and/or v2):

Graduates of former versions of the full DACE v1 and/or v2 qualification continue to be recognised by SSG as having met the AE Qualifications Requirements for the respective AE functions of SSG-Funded Certifiable Courses.

For clarifications or to offer feedback for improvement of this AE Qualifications Requirements document, please contact IAL via:

<https://feedback.ial.edu.sg/>

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