



SDF Funding

Employers who wish to apply for SDF funding must submit the SDF Form 1 to SDF at least one working day before course start date.

Download the form at www.sdf.gov.sg or request for a copy by calling the **SDF Hotline on 68835885**.

Registration & Payment

- Walk-in at the Customer Service Centres
- Apply online at www.ite.edu.sg/cet/sc/online.htm
- Post the application form to us

Payment is required for confirmation of place. Crossed cheques should be made payable to 'Institute of Technical Education. At the back of the cheque, please write your name, NRIC/FIN, course title and contact number.

Closing date: 1 month before course start date or when the class is full.

Withdrawal & Deferment

Withdrawal or deferment notice must be made in **writing**:

- 2 weeks or more before course start date - Full refund
- Less than 2 weeks before course start date - 50% refund
- On or after course start date - No refund

In the event that the course is cancelled due to unforeseen circumstances, full refund will be given.

Fundamentals of Franchising

Objective

This course focuses on the practical requirements of operating a franchise business. Participants will learn and understand the essentials of franchise business, the franchise operating standards, the legal and commercial framework and the financial requirements.

Who Should Attend

Anyone who is interested in the franchise business.

Content

- Learn different franchising concepts and learn to choose the right franchising model
- Understand the relationship between the Franchisor and the Franchisee
- Describe Franchisor and Franchisee Expectations
- Describe some common areas of conflict between Franchisors and Franchisees
- Identify common elements of Franchise Agreement
- Understand the importance of an Operation Manual
- Know your Market Area Demographics
- Recognize the need of a Lawyer and the areas of possible legal needs
- Understand the Role of the Franchise Association
- Know the different sources of financing
- Identify Ten Common Financial Dangers.

Course Details

- Duration : 15 hours (5 sessions)
- Total fee : \$210 (inclusive of GST and registration fee)
- Schedule : See our website for details or call us for more information