

## **FAQs on Halal Training**

### ***Class Schedule***

**Q: I am not able to attend the class on the chosen date. What should I do?**

**A:** You can:

1. Send a replacement. Kindly inform the administrator at 6291 2702 or [halaltraining@wareeshalal.sg](mailto:halaltraining@wareeshalal.sg). After which, you may submit a new application via our online application form. However do take note that at least one Muslim staff has to attend the Halal Foundation programme.
2. Request for a change of date by writing to [halaltraining@wareeshalal.sg](mailto:halaltraining@wareeshalal.sg). Do take note of the terms & conditions.

### ***Payment***

**Q: What are the payment modes available?**

**A:** For Halal Foundation programmes, below are the payment modes:

<b>Payment by Interbank GIRO</b>	<b>Payment by Cheque</b>	<b>Payment by Cash / Nets</b>
<p><b>GIRO payments:</b></p> <p>MUIS Bank Account Details:</p> <p><b>Bank Name:</b> OCBC <b>Account Name:</b> MUIS-BAITULMAL <b>Account Number:</b> 165080001 <b>Branch Code:</b> 517 <b>Bank Code:</b> 7339</p> <p>For GIRO payments, please indicate your <u>company name as reference</u>.</p>	<p><b>Cheque payments should be made payable to:</b></p> <p><b>"Majlis Ugama Islam Singapura" or "MUIS"</b></p> <p>Kindly write the <b>REFERENCE NUMBER</b> at the reverse side of your cheque.</p> <p><b>Please send the cheque to:</b> Halal Certification Strategic Unit (HCSU) Majlis Ugama Islam Singapura Singapore Islamic Hub 273 Braddell Road Singapore 579702</p>	<p><b>Cash and Nets payments should be made directly at the following address:</b></p> <p>Majlis Ugama Islam Singapura (Muis) Singapore Islamic Hub Muis Counter @ Level 2 273 Braddell Road Singapore 579702</p> <p><b>Operating hours:</b> Mon to Thurs : 8.30am - 1.00pm 2.00pm - 4.30pm Fridays : 8.30am - 12.30pm 2.30pm - 4.30pm</p>

For corporate trainings, below are the payment modes:

Payment by Cheque
<p><b>Cheque payments should be made payable to:</b></p> <p>"Warees Halal Limited"</p> <p>Kindly write the following information at the reverse side of the cheque:</p> <p>Invoice number Name of participant(s) Course title</p> <p><b>Please send the cheque to:</b></p> <p>Attn: Halal Training Unit Warees Halal Limited 11 Beach Road #05-02, Singapore 189675</p> <p>Cheque payments must be submitted one (1) week before the training date.</p> <p style="text-align: center;"><i>Please attach / bring along the Acknowledgement Slip when you make payment. Payment is to be made 1 week before the training date.</i></p>

**Q: Can I make payment to Warees Halal instead of to MUIS?**

**A:** For Halal Foundation programmes, payment will only be accepted at MUIS.

**Q: Will I receive an invoice?**

**A:** Invoice is only given upon written request to [halaltraining@wareeshalal.sg](mailto:halaltraining@wareeshalal.sg). The Acknowledgement Slip provided also serves as a payment advice.

**Q: I am not able to make payment for the course on time. Can I still attend the course?**

**A:** You may attend the course. However, your certificates will be held until payment is cleared.

**Certificate**

**Q: When can I collect the Certificate of Achievement?**

**A:** An email will be sent to the contact person once the Certificate of Achievement is ready for collection.

**Q: Where can I collect the Certificate of Achievement?**

**A:** The Certificate of Achievement is issued by MUIS Academy. You can collect the certificate at Majlis Ugama Islam Singapura (MUIS), 273 Braddell Rd Singapore 579702, Reception, Level 1. Please take note that the certificate should be collected within 1 month upon receiving of the collection email.

**Q: Can the Certificate of Achievement be mailed out to us once it's ready?**

**A:** We do not mail the certificate out. The certificate has to be collected at Majlis Ugama Islam Singapura (MUIS), 273 Braddell Rd Singapore 579702, Reception, Level 1. You may arrange for your own courier to collect the certificate. Please fill up the Authorisation Form prior to collecting the certificate.

**Q: Can I collect the certificate on behalf of another person?**

**A:** Yes, you may collect the certificate on behalf of another person. Kindly fill up the authorisation form attached in the email and bring it along, together with your NRIC, upon collection.

**Q: I have lost the Authorisation Form. Can I collect the Certificate of Achievement without it?**

**A:** You can only collect the Certificate of Achievement without the Authorisation Form if you are collecting for yourself. The Authorisation Form **must** be filled up if you are collecting on behalf of someone. You may request for the Authorisation Form from [halaltraining@wareeshalal.sg](mailto:halaltraining@wareeshalal.sg).

**Q: I have lost my Certificate of Attendance / Achievement. Can I request for a reprint?**

**A:** Unfortunately, MUIS Academy does not allow any reprinting of certificates. However, you may request for an email verification from Warees Halal, which verifies the attendance of a participant.

**Q: Can I display the Certificate of Attendance / Achievement in my establishment?**

**A:** No, you are not allowed to display the Certificate of Attendance / Achievement for public viewing to avoid misunderstanding as it is not equivalent to MUIS Halal Certificates. The Certificate of Attendance / Achievement should be kept in your Halal File.

#### ***Others***

**Q: Is there any training grant available?**

**A:** Unfortunately, we regret to inform you that there are no training grants available at the moment.