



**STACKABLE MODULAR CERTIFICATES**

You will have the flexibility to take the modular certificates in any order and at your own pace\*. The certificates can be stacked up towards the Specialist Diploma.

*\*maximum of 3 years to accumulate the certificates for an academic qualification*

**NEW**

Specialist Diploma in

**FACILITY AND ENERGY MANAGEMENT (SDFEM)**



Environment sustainability is increasingly gaining ground in the building and construction industry, buoyed by global concerns on climate change and limited natural resources. With the rising trend towards green technologies and renewable energy, there is a need for professionals who are proficient in energy management to operate buildings for optimal building performance.

The Specialist Diploma in Facility and Energy Management (SDFEM) equips students with the essential knowledge to plan and manage building operations and maintenance efficiently.

The programme incorporates Energy Management modules to give students the added competitive edge. Upon graduation, you can look forward to career opportunities as facilities managers or building managers.

**Duration:** 3 months per modular certificate

**Frequency:** 2 evenings per week (some lessons may be held on Saturdays)

**Venue:** BCA Academy

**Fees** (inclusive of GST) :

S\$2,166 (modular certificate A)

S\$2,167 (modular certificate B or C)

*SSG Training Grant of S\$130 per modular certificate for company-sponsored Singaporeans & Singapore PRs. Apply as early as 30 days before each modular certificate start date and closes 30 days after modular certificate start date.*

**Assessment:** Continuous and Project Based

*Registration closes 2 weeks prior to modular certificate commencement or when the class is fully subscribed, whichever comes first. Registration can remain open until course commencement date if training spaces are still available.*

**Certificate in Digital Delivery of Facilities Management**

**MODULAR CERTIFICATE A:**  
Jan - Mar

**Introduction to Facilities Management**

- Principles of Facilities Management
- Space and Asset Management
- Building Legislation
- Risk Management

**BIM for Facilities Management**

- BIM Fundamentals for Facilities Management
- AIR for Facilities Management
- BIM-Centric CMMS

**Integrated Digital Delivery for Facilities Management**

- Data Analytics in Facilities Management
- Introduction to Internet of Things

**Certificate in Mechanical System and Building Management**

**MODULAR CERTIFICATE B:**  
May - Jul

**Building Management**

- Structural Appraisal
- Landscape and Horticulture
- Cleaning and Pest Control
- Security Management
- Project Management
- Building Repair and Refurbishment

**Building Mechanical Services**

- Plumbing, Sanitary and Gas Systems
- Fire Protection Systems
- ACMV Systems

**Certificate in Electrical System And Energy Management**

**MODULAR CERTIFICATE C:**  
Sep - Nov

**Building Electrical Services**

- Solar Technologies
- Power Generation and Distribution
- Efficient Lighting
- Lifts and Escalator Systems

**Energy Management**

- Energy Audit and Measurement
- Energy Management and Economics

## ENTRY REQUIREMENT

The applicant must be a Singapore Citizen or Permanent Resident or holder of valid employment pass/work permit; and possess one of the following qualifications in a relevant discipline:

- A diploma (min course duration of 2 years) or equivalent qualification
- A relevant Advanced Certificate / Higher NITEC / Advanced NBQ with 2 to 3 years of relevant work experience
- A relevant certificate with 4 to 5 years of relevant work experience
- NITEC / Higher NBQ with at least 5 years of relevant work experience

**Note:** Applicants with relevant working experience but do not fulfil the above requirements will be reviewed on a case-by-case basis.

Applicants must have their own computers/laptops with minimum specifications to run BIM software (recommended 16GB RAM minimum) and access student portal.

*Applicants with degree or diploma qualification where English is not the medium of instruction is required to take an English Screening Test (EST) at a fee of S\$23.00 (incl. GST) conducted by the BCA Academy. Alternatively, applicant may choose to achieve the ESS Workplace Literacy Test Level 6 issued by SkillsFuture Singapore (SSG).*

## WHO SHOULD ATTEND

This Specialist Diploma Programme is designed for those working in a relevant industry who seek upgrading of skills, as well as professionals seeking a mid-career switch to the facilities management sector.

## AWARD OF CERTIFICATE

A participant must attain at least 75% of physical attendance and complete all assignments to acceptable standards to be eligible to be awarded each modular certificate. Participant who did not complete the assignments to acceptable standards but attained at least 75% of physical attendance will be issued with a certificate of attendance. The successful achievement of all modular certificates will lead to the awarding of the **Specialist Diploma in Facility and Energy Management (SDFEM)**.

## FUNDING



**SkillsFuture Study Award** - Up to S\$5,000 is available for self-sponsored Singapore citizens with relevant working experience to develop and deepen their skills in key sectors. Scan QR code or login to <https://programmes.myskillsfuture.sg/Portal/ProgramListing.aspx?Source=SFSA> for more details.



**SkillsFuture Credit** - The credit can be used to pay for the course fee approved by SkillsFuture Singapore (SSG) as listed in the SkillsFuture Credit directory. To utilise the SkillsFuture Credit, applicant will need to indicate in the online registration form. Scan QR code or login to <https://www.skillsfuture.sg/credit> for more details.



**SSG Training Grant** is available for company-sponsored Singaporeans & Singapore PRs who registered for all modular certificates. Scan QR code or login to <https://www.skillsconnect.gov.sg/sop/portal/> for more details.

## WITHDRAWAL

Withdrawal notice must be made in writing to BCA Academy via [bca\\_academy@bca.gov.sg](mailto:bca_academy@bca.gov.sg).

The following stated days are pegged to the modular certificate commencement date:

- 14 days or more, 10% cancellation fee
- Less than 14 days but more than 3 working days, 25% cancellation fee
- 3 working days or less, 100% cancellation fee

Please note that applicants are required to top-up the short-fall in funding amount if nett fee is paid upfront.

## REGISTRATION



Visit BCA Academy  
Online StoreFront  
(OSF) @

<https://eservices.bcaa.edu.sg/registration/#/login>

### Course codes :

Modular Certificate A: 74A19  
Modular Certificate B: 74B19  
Modular Certificate C: 74C19