

[SSG CIRCULAR/MIPD/2020/2]: Digitalisation of the TAE Sector - Training Management System Requirement

13 July 2020

Dear Training Providers,

Training Management System Requirement

1. As part of efforts to transform and grow the TAE sector, SSG is digitising its key interfaces to reduce the admin burden and to improve the way training providers interact with SSG on training grant matters. This will be achieved through the TPGateway portal and its integration with Training Management Systems used by training providers.
2. TPGateway is a new one-stop portal for all SSG-funded training providers to perform various digital transactions including organisation registration, course approval and accreditation, training grant computations and disbursements. Training providers will be able to use Training Management Systems to connect seamlessly to TPGateway to transmit and receive up-to-date information on their courses and training grant transactions.
3. To ensure that training providers can connect digitally and reap the full benefits of the digital workflows available in TPGateway, all SSG-funded training providers will be required to have an integrated Training Management System (TMS) by **31 July 2021**.

About Training Management System and its Benefits

4. Beyond achieving higher operational efficiency in managing training administration processes, an integrated TMS eliminates the need for training provider to manually prepare and perform duplication of data entry across multiple SSG systems. Key information such as course details, trainee enrolment, attendance and assessment records will be seamlessly transmitted from the integrated TMS to TPGateway to facilitate training grant disbursements. This significantly save time and effort of training providers submitting data to SSG for grant disbursements. Please refer to Annex A, the Training Management System Information kit, for more information.

Who does the Training Management System Requirement Apply to?

5. The requirement of having a TMS linked to SSG systems applies to all training providers who offer SSG approved funded courses EXCEPT for the following groups:
 - Enterprises who are not offering training as a primary business but conduct in-house training to their own employees.
 - Government Entities who are not offering training as a primary business but perform other functions such as community building. An example is SkillsFuture@PA courses offered by the Community Clubs.
 - Overseas Massive Open Online Courses (MOOC) providers who do not have a local office and are not registered with ACRA.

How can Training Providers meet the Training Management System Requirements?

6. Training Providers who do not have a TMS can get in touch with TMS vendors that already have some of the required integrations with SSG systems. An example will be Skilleto, an affordable pay-per-use Software-as-a Service (SaaS) TMS, which has direct interface with

SSG systems for seamless connectivity and enjoy higher productivity. For a limited period, Skilleto will be giving out \$5,000 worth of credits for early adopters.

7. Otherwise, training providers can integrate their existing TMS with SSG systems by accessing SSG's Developer Portal ([link here](#)). This is a one-stop resource and support platform for all SSG related Application Programming Interfaces (APIs) documentations, user guides and sample codes.

8. Should you require any clarification, please contact us at 6785 5785 or our [feedback portal](#).

Thank you.

Reference:

Annex A – TMS Information Kit	TMS for the TAE Sector
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