

[IBF CIRCULAR/2022/02]

5 October 2022

Dear Management Representatives, Programme Managers, Claims Administrators,

[IMPORTANT NOTICE] COUNTDOWN TO TPGATEWAY AND IMPACT TO EXISTING SKILLSFUTURE CREDIT (SFC)-ELIGIBLE COURSES SUPPORTED BY IBF

1. As communicated in IBF Circular/2022/01 dated 29 August 2022, all services related to IBF Standards Training Scheme (IBF-STS), Financial Training Scheme (FTS) and Core Financial Advisory Representatives / Capital Markets Services Representatives Continuing Professional Development will be migrated to Training Partners Gateway (TPGateway) from 10 October 2022.
2. As a recap, you may refer to IBF Circular/2022/01 for cut-off dates for transactions on IBF Portal, as well as, preparation for onboarding to TPGateway. Please refer to [circular](#) for your reference.
3. As additional support for the transition to TPGateway, we have organized and concluded the briefing sessions held in September 2022. A copy of the presentation slides and the briefing videos on TPGateway and the activities to perform or verify on TPGateway are available [here](#).

(Note: The section below is only applicable to Training Providers with SkillsFuture Credit (SFC)-eligible Courses)

4. Given the migration to TPGateway, all IBF accredited/recognised courses migrated to TPGateway will each be assigned a new TPGateway course reference number wef 10 October 2022. However, please do note that if your courses have previously been Skills Future Credit (SFC)-eligible, a TPGateway course reference number would have been assigned to these courses previously and these old course reference number will expire on 31 October 2022. During the transition period between 10 October 2022 till 31 October 2022, please brief your trainees to ensure that they do not submit duplicate claims for the same course (under both old and new reference numbers). Trainees should also be advised not to submit any SFC **claims** using the old course reference number for course runs starting on or after 1 November 2022. You may refer to the Annex for further details.

5. To provide further guidance for this transition, kindly refer to the table below for the possible scenarios and appropriate actions for these IBF recognised or accredited courses that have been issued with course reference number to denote the eligibility for SFC:

Scenarios	Actions to note
Course Run Start Date before 31 Oct 2022	<ul style="list-style-type: none"> TPs may continue to create course runs on TPGateway with the old TPGateway course reference number if the course run start date is between 10 Oct to 31 Oct 2022
Course Run Start Date 1 Nov 2022 onwards	<ul style="list-style-type: none"> <u>Do not</u> create new course runs with the old TPGateway course reference numbers for course runs that start from 1 Nov 2022 onwards Remove any existing course runs created under the old TPGateway course reference number if they are starting from 1 Nov 2022, unless SFC claims have already been submitted for them TPs can create course runs that start from 1 Nov 2022 on TPGateway using the new TPGateway course reference number TPs to advise trainees not to submit any SFC claims using the old course reference number for course runs starting on or after 1 Nov 2022 <p><i>Note: The old TPGateway course reference number will expire on 31 Oct 2022</i></p>

6. For more information on TPGateway, Training Providers can also refer to these resources:- [Self-help guides on TPGateway](#)
7. Should there be clarification, Training Providers can submit an online enquiry to feedback portal (<https://portal.ssg-wsg.gov.sg/feedback>)

Thank you.

IBF

Annex: Illustration of impact to existing SFC-eligible courses

