User Guide to Download Electronic Certificate of Attendance/Achievement
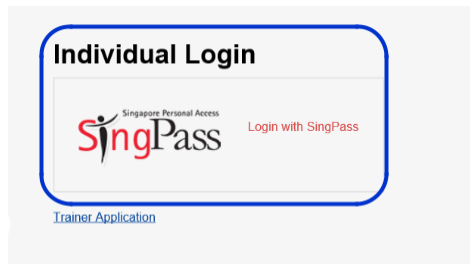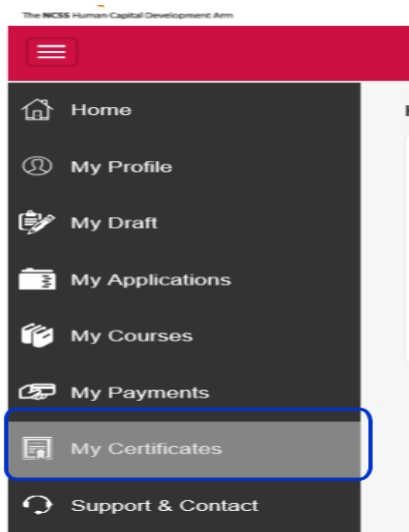
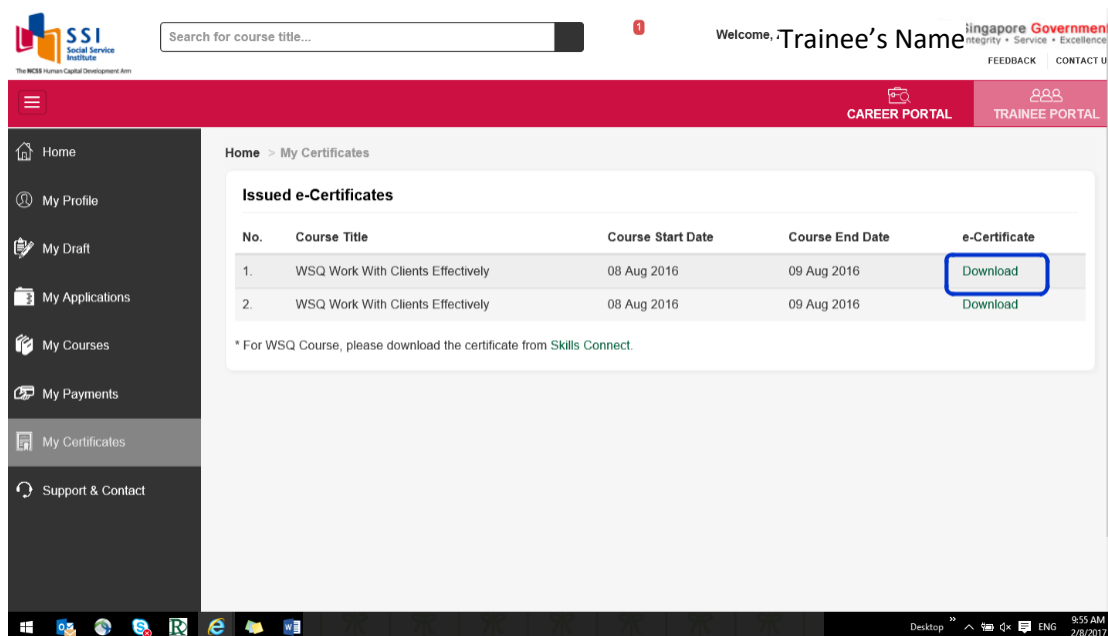1. Go to https://e-services.ncss.gov.sg and login with your SingPass.

2. Select 'Trainee Portal.'
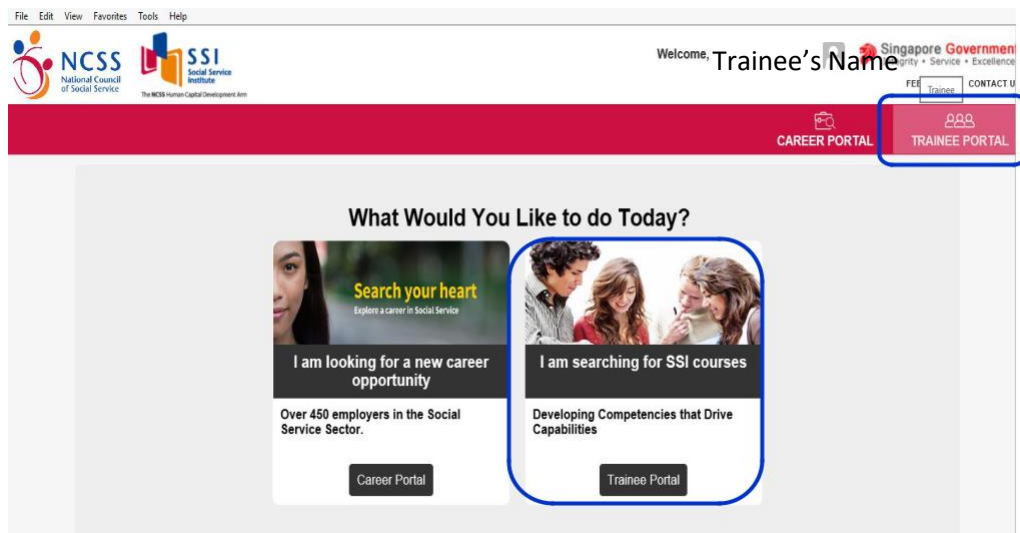
3. At the side panel on the left, click 'My Certificate'.

4. Click on 'Download' to view the certificate.

Example of downloaded certificate:

If you would like to have a printed copy of your e-Cert, please contact SSI at socialserviceinstitute@ncss.gov.sg and the first print will be provided free of charge. Subsequent requests for reprints of your e-Cert will be charged at prevailing rates by SSI.

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