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Apply for a Work Permit (for businesses)

Employers or employment agents can apply for a Work Permit (WP) using this eService. For other Work Permit transactions, such as renewing or cancelling a WP, use  [WP Online](#).

Service is online

Availability


24 hours

Note

You can use this page to access the new Work Permit eService to apply for a Work Permit. We will be adding new Work Permit transactions in phases and we seek your understanding and patience as we enhance this eService.

How to access this eService

You must  [register for a WP Online account](#) and add **myMOM Portal** eService for your Corppass users before they can log in.

For more details, please refer to the [onboarding guide](#) .

How do I submit a Work Permit application

From 13 October 2024, you can log in using this page or  [myMOM Portal](#) > Work Passes > Quick Menu to submit an application.

Why do I see this message “Sorry, you do not have access to this page” under Announcements in myMOM Portal?

When you see the above message, it means that you do not have access to your organisation's EP eService account.

To apply for a Work Permit, please ignore the message and proceed to Work Passes > Quick Menu > I am transacting for > Work Permit.

If you wish to access EP eService, please refer to [our website](#) for more details.

Is there an auto-save feature within the application form?

Yes. The auto-save feature is available in the application form (Stage 2), and within the different sections, such as 'Candidate particulars', 'Employment details', 'Educational qualifications', etc.

I am asked to enter my email address on the application form to receive notifications from MOM. What notifications will I be receiving?

If you have indicated your email address, you will receive the following notifications:

- An email acknowledgement with a summary of the application
- Application outcome

We will also contact you at this email address for any questions about the application.

Why am I not able to enter the occupation code in the application form?

As the occupation code may change over time, you can now search for the suitable occupation by using occupation name instead. You can select the occupation that your worker is eligible to apply from the drop-down list.

Please select the occupation that matches the worker's job duties the best.

In the new application form, I need to fill in the details for 'Rate of pay' but I do not need to do so in WP Online. Why do I have to fill in these details now?

To avoid submitting the wrong details, you need to fill in the details according to the agreed employment terms with your worker.

Once the application is submitted and approved, you will not be able to amend it. If any information is wrongly declared, you must either:

- Withdraw the in-principle approval and submit a new application.
- Amend the information after the Work Permit is issued.


If your worker is not covered under the Employment Act (such that their work hours are not regulated or they have no overtime pay), please **write to us** > Work Passes > About Work Permit, with the following details for assessment:

- Worker's salary details, occupation and job scope
- A copy of the worker's passport
- A brief write-up stating whether the worker will either:
 - Have supervisory duties
 - Perform manual work. If yes, indicate whether the manual work makes up more than 50% of the total work time.

We will contact you about the next step.

For more information on hours of work, overtime and rest day, please refer to our **website**.

How do I expedite the processing of my worker's Change of Employer (COE) application that was submitted?

You may inform the current employer to log in to  **WP Online** to give consent for the transfer **within 5 days** after receiving our email. Otherwise, the application will not be successful.

How do I submit multiple Work Permit applications in one payment transaction?

This function is not available in the new Work Permit eService. However, when you submit and pay for an application, you will receive a summary email for each transaction. This will help with verification and record-keeping.

What payment methods can I use to pay for Work Permit applications?

You can pay with:

- Credit card (Mastercard or Visa)
- **GIRO**

Note


Internet banking payment through eNETS will no longer be available.

How do I download a copy of the acknowledgement and form summary after submitting my application?

If you have opted to receive notifications from us, the acknowledgement and form summary will be sent to the notification email provided in your application.

Otherwise, you can also download the summary from  [WP Online](#) > Check Status – Work Permit Application.

How do I download the receipt for credit card payment?

To download a copy of the payment receipt, log in to  [WP Online](#) > Payment Status > Search for the receipt using the 'ePayment Reference No.' or 'Bill No.'

What are the browser requirements?

For the best user experience, please use these web browsers:

- Chrome version 81 or higher (recommended)
- Firefox version 75 or higher
- Edge version 81 or higher
- Safari version 13.1 or higher

Note

You must enable JavaScript.