



International  
Civil Aviation  
Organization

Organisation  
de l'aviation civile  
internationale

Organización  
de Aviación Civil  
Internacional

Международная  
организация  
гражданской  
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منظمة الطيران  
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Ref.: TC 2/3.82 (SGP22801) – 24/17

15 February 2024

**Subject:** Singapore – ICAO Developing Countries  
Training Programme 2024/2025

**Action required:** Submit applications for interested and  
eligible candidates by completing the on-line  
Application Form  
as per identified deadlines

Dear Sir/Madam,

I have the honour to refer to the Singapore – International Civil Aviation Organization (ICAO) Developing Countries Training Programme (DCTP) which is sponsored by the Singapore Government and administered by ICAO.

The DCTP was renewed for three years from April 2022 to March 2025 to provide 330 Fellowships and 10 Scholarships for training provided by the Singapore Aviation Academy (SAA). To date, 220 Fellowships and 10 Scholarships have been awarded.

I am pleased to announce that during the year 2024-2025 (April 2024 to March 2025), 110 Fellowships will be available under the DCTP for SAA's in-person courses. Details of the courses, as well as terms and conditions of the Fellowships can be found in the **Attachment**. Please refer to the Fellowships page on SAA's website for updates (<https://caas.gov.sg/saa/fellowships>). It is important to note; however, that some course content and course delivery are outside the Organization's purview and hence the sole responsibility of the Government of Singapore.

Nominating Governments should complete and endorse the Nomination Form available online before applicants proceed with the online application for the DCTP Fellowships at <https://caas.gov.sg/saa/fellowships>. Kindly note that States that have submitted candidates will be informed of the result of the selection about eight weeks before the commencement of the course.

Accept, Sir/Madam, the assurance of my highest consideration.

Juan Carlos Salazar  
Secretary General

**Attachment:** (in English only)

– Information on Singapore – ICAO Developing Countries Training Programme 2024-2025

## Singapore-ICAO Developing Countries Training Programme 2024/2025

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Singapore and ICAO established the Developing Countries Training Programme (DCTP) in 2001. Sponsored by the Singapore Government and administered by the ICAO Technical Cooperation Bureau, the DCTP has been renewed for another three years (April 2022 to March 2025). It provides 330 Fellowships and 10 Scholarships to government officials from eligible developing ICAO Member States to attend specialised training programmes conducted by the Singapore Aviation Academy (SAA). To date, 220 Fellowships and 10 Scholarships have been awarded. From April 2024 to March 2025, 110 Fellowships will be available for SAA's courses listed in table below.

### **Fellowships**

The fellowships cover course fee, hotel accommodation and daily allowance.

### ***When and how to apply***

- Applications are open all year round. **The application deadline for each course is 12 weeks before the course start date.** Please refer to the application deadlines in table below for the respective courses.
- Applications can only be done online via the application links listed in the table below. Please ensure you have a valid iSAA account and if not, create an account.

### ***Application steps***

**Step 1:** Login / Create an [iSAA](#)<sup>1</sup> account.

**Step 2:** Click on the course application link found in the [DCTP brochure](#) under the “Fellowship Application Link” column.

**Step 3:** Confirm that the course title and date you are applying for is correct. Select Country and Organisation Type and click Apply Fellowship.

**Step 4:** Fill in the required fields in the application form and upload the endorsed nomination form, passport-sized photograph and a copy of the biodata page of your passport.

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<sup>1</sup> iSAA is a personal training account for course application and management.

The list of courses for which fellowships are available can be found below. Details of the individual courses can be found at <https://www.caas.gov.sg/saa/saa-programmes>. Please note that course dates are subject to change. Please download the [DCTP brochure](#) for the latest updates and to apply online.

S/N	Course Title	Course Date	Application Deadline (12 weeks before the course start date)
<b>Aviation Safety and Security</b>			
1	State Safety Programme Implementation	15-19 Jul 24	21 Apr 24
2	Aviation Security Management Programme	19-22 Aug 24	26 May 24
3	ICAO Standardized Training Package: Aviation Medicine for Medical Examiners and Assessors	19-30 Aug 24	26 May 24
4	Auditing Techniques and Best Practices in Aviation Security	9-13 Sep 24	16 Jun 24
5	ICAO Training Package: Personnel Licensing System	30 Sep-4 Oct 24	7 Jul 24
6	ICAO Training Package: Oversight of Aircraft Leasing Operations	11-15 Nov 24	18 Aug 24
7	Integrated Safety Management Systems	18-29 Nov 24	25 Aug 24
8	Aircraft Accident Investigation Techniques	17-21 Feb 25	24 Nov 24
<b>Air Traffic Services</b>			
9	Air Traffic Control Watch Managers	9-13 Sep 24	16 Jun 24
10	Air Traffic Management Safety Investigation and Analysis	9-13 Dec 24	15 Sep 24
11	Search and Rescue Administrators	10-21 Mar 25	15 Dec 24
<b>Aviation Management</b>			
12	Aviation Foundation Programme (former Civil Aviation Management Programme)	17-24 Jul 24	23 Apr 24

***Who should apply***

Government officials:

- who have received endorsement/nomination by your Director-General of Civil Aviation or equivalent. Organisations should nominate only one applicant per course due to limited fellowships available.
- whose job qualifications/work portfolios are relevant to the course applied for.

***Documents required***

- Nomination form endorsed by your direct reporting officer (Part 1) and the Director-General of Civil Aviation or equivalent (Part 2). A copy of the nomination form can be found [here](#).
- Passport-sized photograph
- Biodata page of your passport

***How do I know I am successful in my application?***

Applicants will be informed of the outcome of their application 8 weeks before the course start date. Successful applicants will receive an Award Letter via email. Participants will need to confirm acceptance of the award via email and submit a copy of the confirmed e-ticket.

***Entry and visa requirements***

Please ensure that:

- your passport has at least six months' validity on the day you plan to leave Singapore.
- you have a valid entry visa for Singapore and relevant transit visas for your travel, if required. Please also bring a copy of the Award Letter to Singapore to facilitate airport clearance.

For enquiries, please submit via this [link](#).