List of Competencies for On-the-Job Training (OJT)
Work-Study Diploma in Architectural BIM & Design

Note: LOC is subject to changes due to curriculum review/ development

S/N	List of Competencies (Standard)	Company to indicate '✓' for OJT competencies it can provide
1	Verify scope of construction project and stakeholders' requirements	
2	Determine stages and processes in construction project delivery	
3	Obtain project requirements	
4	Support implementation of WSH at work site	
5	Monitor site progress	
6	Prepare project correspondences and documentation	
7	Produce drawings from initial design	
8	Produce 3D massing model from initial design	
9	Check model against design brief and regulations	
10	Set up BIM project	
11	Produce BIM building component	
12	Develop BIM models for building projects	
13	Produce schematic drawings for design proposal	
14	Produce 3D model of design proposal	
15	Check schematic drawings compliance to regulations	
16	Produce drawings required for development control clearance	
17	Prepare development control documentation for URA requirements	
18	Prepare development control documentation for other agency requirements	
19	Prepare necessary documentation for URA requirements	
20	Prepare building plan documentation for BCA requirements	
21	Prepare building plan documentation for other agency requirements	
22	Prepare BIM drawings for building elements and fixtures	
23	Prepare BIM schedule	
24	Collate tender package	
25	Develop federated BIM model	
26	Coordinate BIM models for construction	
27	Simulate BIM model	
28	Establish process of site inspection	

S/N	List of Competencies (Standard)	Company to indicate '✓' for OJT competencies it can provide
29	Check as – built drawings	
30	Coordinate construction activities	
31	Establish process of regulatory site compliance	
32	Manage TOP process	
33	Administer CSC process	
	Sub-total of Competencies (Standard)	
List of Competencies (Company-specific)		
1		
2		
3		
4		
5		
6		
7		
8		
	Sub-total of Competencies (Company-specific)	

Note:

a) Company must be able to provide OJT for at least **75%** of the List of Competencies (Standard).

b) If company is unable to meet the 75%, please propose alternate **course-related** competencies which are unique to company operations. Alternate competencies are capped at 25%.
[i.e. 50% of the list of competencies (standard) + 25% alternate competencies (Company-specific)].

c) All alternate competencies (Company-specific) must be reviewed and endorsed by ITE.

d) Trainees must receive OJT and be assessed for **All** competencies selected in this List.

Total no. of competencies selected by company for OJT

Total no. of competencies listed *(standard & company specific)*

Percentage of selected competencies

Completed By:

_____   _____
Name   **Company**

MODULE SYNOPSIS – WSDip in Architectural BIM & Design

Course Objective

This course equips trainees with the essential skills, knowledge, and professional attributes to assist in architectural design and develop architectural drawings that comply with design and regulatory requirements using Building Information Modelling (BIM) software. Additionally, trainees will be trained to coordinate with relevant authorities and collaborate effectively with stakeholders throughout the various phases of architectural design and construction projects.

Modules Synopsis

Construction Project Preliminaries

On completion of this module, trainees should be able to verify the scope of construction works and identify key stakeholders involved in construction projects, including determining various stages of construction projects and collate project requirements with all relevant standards and regulations.

Site Operations & Management

On completion of this module, trainees should be able to support implementation of WSH at work site, prepare project correspondences and documentation, and check risk assessment plan.

Architectural Design Fundamentals

On completion of the module, trainees should be able to prepare the required drawings and 3D massing model based on the initial design proposed by the architectural office for design presentation to client. He/she will also be required to check that the drawings is in compliance to design brief and regulations.

Building Information Modelling

On completion of the module, trainees should be able to effectively apply BIM methodologies to set up BIM projects according to real-world scenarios with the production of relevant building components to develop BIM model and produce drawings for future communication and coordination.

Schematic Design

On completion of the module, trainees should be able to produce design drawings and develop parametric BIM model to a suitable level of detail that can be used for design presentation, consultants' coordination and also further developed for submission to the relevant authorities at various stages of project. He/she will also be required to check that the design complies with regulatory requirements.

Design Gateway

On completion of the module, trainees should be able to produce required drawings and develop BIM model to sufficient level of detail required for Design Gateway submissions, while ensuring that the design complies with regulatory requirements. He/she will also be equipped to prepare necessary documentation for Design Gateway clearance.

Construction Gateway

On completion of the module, trainees should be able to produce required drawings and develop BIM model to sufficient level of detail required for Construction Gateway submissions while ensuring that the design complies with regulatory requirements. He/she will also be equipped to prepare necessary documentation for Construction Gateway clearances.

MODULE SYNOPSIS – WSDip in Architectural BIM & Design

Tender Drawings
On completion of the module, trainees should be able to produce a complete set of architectural tender package incorporating all required drawings, details, technical specifications and documentation necessary to enable pricing of products and services and calling of tender for an architectural project.

Digital Construction
On completion of the module, trainees should be able to integrate building services and structural systems with the architectural design using BIM modelling. They should be able to perform multi-disciplinary coordination and clash detection by performing simulations using BIM software and VR technology.

Architectural Project Coordination
On completion of this module, trainees should be able to support timely project delivery, site inspection, check as-built drawings for documentation and handover.

Completion Gateway
On completion of the module, trainees should be able to produce documentations for regulatory inspections and submissions to obtain clearances required for occupancy from relevant authorities.

Company Project
On completion of the module, trainees should have applied their acquired competencies in an authentic project that would value-add to the company.

TRAINING PATTERN SCHEDULE

WSDip in Architectural BIM & Design

Day Release - Trainees attend 1 to 2 days of lessons per week at ITE, with the remaining work-week spent at the workplace for On-the-Job Training.

April'26 Intake	April – June 2026		July – September 2026		October – December 2026		January – March 2027	
1st Year Off-JT @ ITE	**1 day/week**	ITE Vacation (June) 4 weeks	**1 day/week (Tuesday)**	ITE Vacation (Sept) 2 weeks	**1 day/week (Tuesday)**	ITE Vacation (Dec) 4 weeks	**1 day/week (Tuesday)**	ITE Vacation (March) 2 weeks

April'26 Intake	April – June 2027		July – September 2027		October – December 2027		October – December 2028	
2nd Year Off-JT @ ITE	**1 day/week (Tuesday)**	ITE Vacation (June) 4 weeks	**1 day/week (Tuesday)**	ITE Vacation (Sept) 2 weeks	**1 day/week (Tuesday)**	ITE Vacation (Dec) 4 weeks	**1 day/week (Tuesday)**	ITE Vacation (March) 2 weeks

April'26 Intake	April – June 2028		July – September 2028		
3rd Year Off-JT @ ITE	**1 day/week (Tuesday)**	ITE Vacation (June) 4 weeks	**1 day/week (Tuesday)**	ITE Vacation (Sept) 2 weeks	**WSDip Programme 2026** **Start: 1 April 2026** **End: 30 September 2028** **Duration: 2.5 years** ⚠️ **Final results release may be later than programme end date**