

HRD Corp Pre-Application Finalization Checklist

Please ensure all items below are reviewed and finalized before submitting the HRD Corp training application.

✓ / ✗	Checklist Item
[]	Course Title and Description
[]	Training Timetable (dates, durations, instructor information)
[]	Training Venue (HQ, branch, hotel, or virtual platform)
[]	Number of Participants
[]	Estimated Expenses (trainer fee, accommodation, meals, transport, etc.)