EDUCATION PORTAL
(Private Tuition module)

WE OFFER AN ONLINE PLATFORM THAT INTEGRATES ALL PARTIES IN EDUCATION SECTOR UNDER ONE ROOF, BRINGING THE EDUCATION ACHIEVEMENT OF THE YOUNG PEOPLE TO THE HIGHEST LEVEL

1. Who Are We ?

- **THE LEARNINGHUB** was founded in 2016 by a group of like-minded people who collectively have more than thirty years of education sector experience. The **founders are entrepreneurs and successful individuals who have strong passions for Education**.

- Our aim is to provide an online platform that **facilitates learning among the young people and integrate all the parties who have special interests in education under one roof** such as the education service providers, the parents, the learning individuals, the institutions and various government agencies.

- We recognize **the very important role the education sector plays in upgrading the literacy and education level** of each community. Asia is a fast growing economy in need of expertise and technical knowhow to drive the economy forward. We are pleased to be part of this critical process of upgrading the education level of the young people

and nurturing them to face the many future challenges.

- Our **Corporate Roadmap** is to **have a strong presence in most parts of Asia where the literacy rates are growing exponentially and the economies are expanding.**

2. About Tuition Sector

- In a **Meritocracy society** of Asia, Singapore especially, **Education offers one of the most important and direct paths for a person to be successful in life.** Parents are willing to spend their wealth and monthly earnings on their children's education. In fact, parents will find all the means to give the best education to their children.

- It is a known fact that education is increasingly becoming more competitive among the students and the schools, **tuition lessons for students to improve their grades are no longer an option but an almost a must-have necessity.**

- In recent times, tuitions at tuition centres and private homes have grown at a phenomenon rate. Today, it is estimated that **tuition is a billions dollars business**, an economy that employs tens of thousands of full-time and part-time personnel.

3. What Do We Offer?

a) To Tutor

- Our online platform **offers a systematic and convenient way for the tutor to organize and schedule their tuition courses.** It allows the tutor to publish the courses online for parents to search and book the sessions at their convenient time without the hassles of making unproductive and tedious calls.

- We offer **an online working area called "Tutor Control Panel"** whereby the Tutor could update their latest profiles, and track their classes and bookings of their courses.

- For independent tutors, we offer a **payment collection system that collects payment from the parents before the commencement of tuition sessions** so that the tutor can be assured of the payment from the parent.

b) To Tuition Centre

- Tuition Centres shall **gain significantly in terms of branding and company profile through the publicity on our online platform.** Our online platform shall eventually evolve into a **full-fledge Online Education Portal**, and this will help to attract all the parties in the education sector to participate.

- Our online platform **offers a systematic and convenient way for the Tuition Centre to organize and track all the tuition schedules, tuition bookings, and the tutors.**

- Our Online Payment system **helps the Tuition Centre to collect payment from the parents before the commencement of tuition sessions,** thereby securing the payment for Tuition Centre and eliminate the administrative overheads.

c) To Parent

- Our online platform **offers a convenient and efficient way for the Parent to search and book the tuition classes for their children from a large pool of tutors** available across the country. Parents do not need to spend unproductive time talking to agents or sales representatives of the tuition centres to inquire about the tutors and their time availability.

- Parents are able to zoom in and **select the right tutors for their children based on their specific criteria or the tutor attributes or other specific requirements** which are made available by the online platform. For example, Parent could look for tutors who are highly rated by other parents or based on their academic qualifications.

PARTNERSHIP FOR SUCCESS

4. Why Tutors and Tuition Centres Should Join Us ? What are the Benefits ?

a) **We offer a large pool of tutors** and our booking system allows parents to instantly and conveniently filter and book the required tutor for their children based on their specified criteria. This shall encourage **more parents to come onboard over time and the participating tuition centres shall benefit significantly from our online platform.**

b) **We have established a scheme called "Core Group" for the participating tuition centres.** The Core Group is open to tuition centres that perform well and meeting our predetermined online platform targets. The Core Group is entitled to monetary rewards under our **Loyalty Incentives Scheme**.

c) We do not impose any registration fees to participating tuition centres. **Our platform offers another avenue for tuition centres to source for more students.** Any booking from our platform is an additional business for the participating tuition centres. They may continue to accept their existing or walk-in customers.

5. How to Join Us and What is Required?

The **Procedure** to join our online platform is outlined as follows :

(a) For **Tuition Centre** : Each tuition centre shall **nominate an authorized personnel to register on their tuition centres' behalves at www.learninghub.com.sg.** The authorized personnel (or the registered user id) will be the overall **"Administrator"** for the tuition centre.

(b) Once registered, the Administrator shall proceed to update the Company Profile such as name, address, company registration number, contact no., email id etc. Note that the **Company Registration Certificate or ACRA document MUST be uploaded in order to proceed with the registration failing which all other online features and functionalities are not made available.**

(c) After the Company Profile is updated, **the Administrator shall proceed to create all the User IDs for its tutors. The recommended naming convention or format for the tutor's user ID is XXXYYYYY99 where XXX is the company initial, YYYYYY is the tutor's name initial and 99 is a running number.** For example, lhmiketan02. The Administrator shall ensure that the email IDs used in the Registration of the tutors

are the official email IDs used for business, not individual email IDs.

(d) After the User IDs for tutors are created, **the Administrator shall instruct all the tutors to proceed with the update of their respective profiles and upload their certification documents accordingly.**

(e) **The tutors may proceed to create their tuition schedules or courses once they have uploaded their education certificates.** These tuition schedules once created are immediately open for bookings. The administrator MUST make that the classes scheduled by the tutors are genuine and accurate. The tutors MUST also ensure that the tuition information provided is accurate.

(f) For **Freelance Tutor :** Each Freelance Tutor MUST ask themselves **two important question**s before proceeding to register a User ID. The questions are : (i) **Does the tutor have the right qualification and relevant skills to offer to the students.** The tutor must provide at least a certification to qualify to be a Tutor. (ii) **When will the tutor intend to start the tuition sessions? The commencement date must be quite soon**, not too far into the future. We will delete any new tutor IDs that are inactive for two months.

(g) **The Tutor shall then proceed with the user ID registration on our website at www.learninghub.com.sg.** The tutor shall ensure that the email ID used in the Registration is a legitimate email ID. We recommend **the tutor to use a dedicated email ID** for their tuition career with us.

(h) The Tutor shall **update his user profiles including upload of his education certificates.**

(i) **The Tutor may proceed to create his tuition schedules or courses once he has uploaded his education certificates.** The tuition schedules once created are immediately open for bookings. The Tutor MUST ensure that the classes scheduled are genuine and accurate.

6. Contact Us

We can be contacted as follows :

Registration Address :

THE LEARNINGHUB Pte Ltd
#11-08, Maxwell House, Singapore 069113

Customer Service : 8200 1234

Email Addresses
 a) **Sales and Marketing : sales@learninghub.com.sg**
 b) **General Inquiry : info@learninghub.com.sg**

Website : www.learninghub.com.sg

Location Map :