

# *Boards Management Office (BMO)*

## **Registration**

### **Stages of the Registration Process**

An application will pass through the four stages, as outlined below.

#### **Stage 1: Application**

- ⇒ Application form submitted to Secretariat of BMO.
- ⇒ Hardcopy application form received by Secretariat staff and it is reviewed internally for completeness.
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#### **Stage 2: Assessment**

- ⇒ A complete application form with supplied information is forwarded to respective Board to be assessed against registration standards.

#### **Stage 3: National Board Decision**

- ⇒ At this stage the applicant may be required to supply further information or undergo various tests or examinations regarding competency or health issues before a recommendation is made.
- ⇒ Based on the information provided, The Board will make decision, either be to register, register with conditions, or refuse the application.

#### **Stage 4: Registration**

- ⇒ Registration is finalized and relevant letters and certificates are prepared for the applicant.
- ⇒ All relevant letters and certificates are forwarded to Secretariat to be collected by/surrendered to applicant.
- ⇒ Applicant are called to settle all fees and receipt issued.
- ⇒ All relevant letters and certificates are surrendered to the applicant.

# Registration Process Flowchart

