

Requirements & Procedure

APPLICATION FOR NEW MEMBER

- Complete the application form
- Return the completed application form with:
 - ✓ Two sets of application form
 - ✓ Payment for Application fees of RM200.00

✓ **IKM no longer accept any other payment except cash/ bank transfer**

Bank details:

Account Name/ Beneficiary: Institut Kimia Malaysia

Account No: 3127 7310 17

Bank Name: Public Bank Berhad

Note: Please send the payment slip together with the application form.

- ✓ A photocopy of your Identity Card or Passport (for non-resident only).
(Note: Documents must be certified true by IKM Branch chairman or IKM Executive Director or government officer in the management and professional group)
- ✓ A photocopy of Degree/ Master/ Ph.D. Degree together with academic transcripts

(Note: Documents must be certified true by certified by IKM Branch chairman or IKM Executive Director or government officer in the management and professional group)

- ✓ Three recent passport-size photographs
- ✓ At least two supporting letters from referee

- The following sections must be completed by all applicants.

1. **Personal Details**
2. **Higher Education**
3. **Experience-** *Experience clearly tabulated after the date of graduation and breakdown of experience recorded in months and years*
(Please give the exact date and month for each working experience e.g. May 2011-June 2012)
4. **Professional Qualifications (if any)**
5. **References (Please state full address)**
6. **Section 28 must IKM members / Employer to sign the form**

FAILURE TO COMPLY WITH ABOVE WILL RESULT IN THE DELAY IN PROCESSING OF YOUR APPLICATION.

APPLICATION FOR UPGRADING

- Complete the application form
- Return the completed application form with:
 - ✓ Two sets of application form
 - ✓ Payment for Upgrading fees of RM20.00

✓ **IKM no longer accept any other payment except cash/ bank transfer**

Bank details:

Account Name/ Beneficiary: Institut Kimia Malaysia

Account No: 3127 7310 17

Bank Name: Public Bank Berhad

Note: Please send the payment slip together with the application form.

- ✓ Payment must be made in full upon submission of application and made payable to "INSTITUT KIMIA MALAYSIA".
- ✓ A photocopy of your Identity Card or Passport (for non-resident only).
- ✓ Photocopy of Degree/ Master/ Ph.D. Degree together with transcripts
- ✓ Three recent passport-size photographs

- The following sections must be completed by all applicants.

1. **Personal Details**
2. **Higher Education**
3. **Experience-** *Experience clearly tabulated after the date of graduation and breakdown of experience recorded in months and years*
4. **Professional Qualifications (if any)**
5. **Section 28 must IKM members / Employer to sign the form**

FAILURE TO COMPLY WITH ABOVE WILL RESULT IN THE DELAY IN PROCESSING OF YOUR APPLICATION.