The application for professional bodies membership fees reimbursement claim is subjected to UPM academic officers who fulfill the following criteria:

**APPLICATION CRITERIA**

- Academic Officers (Lecturers) who are currently serving in Universiti Putra Malaysia.
- The officers must possess qualifications related to the registered professional organisation.
- The purpose of the membership is subjected to the obligatory of registered officer as it is necessary in the respective profession.
- The membership is eligible to the listed professional bodies only.
- The reimbursement claim is subjected to one professional body only in the current year.
- The budget provision only covers registration fees and annual membership fees. For registration fees, the claim application is limited to one application only throughout the service period.
- Annual Membership Fees payment will **NOT** cover process payment, magazine subscription and other payment.
- Reimbursement claim should be made in the current financial year and cannot be made in the following year.
- The reimbursement claim is limited to RM600 per staff for every application in the current year.
- The application form can be downloaded at [http://www.rmc.upm.edu.my/faildokumen](http://www.rmc.upm.edu.my/faildokumen)

For any enquiries, please contact:-

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Research Planning and Knowledge Management Division, Research Management Centre, Universiti Putra Malaysia
LIST OF PROFESSIONAL BODIES

List of eligible professional bodies are as follows:

LOCAL PROFESSIONAL BODIES
- Lembaga Jurutera Malaysia (BEM)
- Lembaga Jururawat Malaysia
- Lembaga Kaunselor Malaysia
- Institut Akauntan Malaysia (MIA)
- Majlis Perubatan Malaysia
- National Specialist Register (NSR)
- Malaysian Dental Council
- Pertubuhan Arkitek Malaysia
- Pertubuhan Perancang Bandar Malaysia (APPM)
- Lembaga Jurukur Bahan
- Lembaga Pembantu Hospital
- Ahli Bar Malaysia dan Majlis Peguam
- Institute of Marketing Malaysia
- Malaysian Association of Risk and Instrument Management
- Malaysian Insurance Institute
- Malaysian Institute of Certified Public Accountants (MICPA)
- Lembaga Perancang Bandar Malaysia (LPBM)
- Malaysian Financial Planning Council – Registered Financial Planner (RFP)
- Financial Planning Association of Malaysia (FPAM) – Certified Financial Planner (CFP)
- The Association of Chartered Islamic Finance Professionals (ACIFP)
- Malaysian National Computer Confederation (MNCC)
- International Association of Software Architects (Malaysian Chapter)
- Internet Society (Malaysia Chapter)
- Association of Information Systems (Malaysian Chapter) MyAIS
- Malaysian Institute of Management (MIM)
- The Chartered Institute of Logistics and Transport (CILT)
- Institution of Engineers Malaysia (IEM)

INTERNATIONAL PROFESSIONAL BODIES
- Chartered Institute of Management Accountants (CIMA) UK
- The Association of Chartered Islamic Finance Professionals (ACIFP)
- Institute of Electrical and Electronics Engineers (IEEE)
- Institute of Risk Management UK
- Institute of Certified Management Accountants (ICMA) Australia
- Association of Chartered Certified Accountants (ACCA) UK
- Institute of Internal Auditors (AIIA)
- Institute of Public Accountants (FIFA)
- Institute of Management Accountants (CMA)
- Information Systems Audit and Control Association (ISACA)
- CPA Australia
- The Law Association for Asia and the Pacific (LAWASIA)
- Association of Information System (AIS)
- Association of Computing Machinery (ACM)
- Chartered Institute of Marketing UK
- The Institution of Engineering and Technology (IET)

Attach a copy of Approval Letter from Dean/Deputy Dean of Research and Innovation/ Head of Departments together with the Reimbursement Claim Form if the professional bodies are not in the list.