






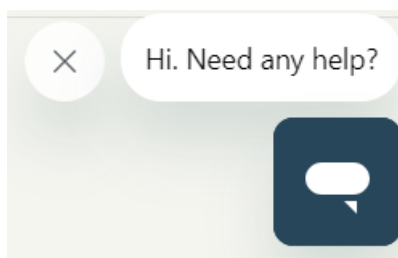


Step 1	Register and Complete verification
	<p>Please register to verify your qualifications by entering your details at:</p> <p>https://abpnc.qualificationcheck.com/</p> <p>Check your inbox for an e-mail from: do-not-reply@qualificationcheck.com with the subject line: 'Verify your QualificationCheck.com Registration'. Follow the link and create your password to complete login.</p> <p>If the landing page does not show the ABPANC logo you have used the incorrect link.</p>
Step 2	Applicant Details & Institute Search
	<p>Once logged in, complete the application detail fields.</p> <p>You will then be instructed to type the name of the institution that awarded your professional licence. (e.g. the registration board through which you are licensed to practice) As you type a list of institutions will appear at the bottom. Select the name of the registration board where you are qualified.</p>
Step 3	Enter Qualification Details
	<p>You must enter your individual details (name and date of birth) as they appear on your qualification. You must then enter the requisite qualification details as instructed on the portal.</p>
Step 4	Consent and Other Documents
	<p>Scroll down to the Documents Section. Below the Institute Consent Form click where it says, 'Download & Sign'. This will open a consent form document. Please complete and sign the form then upload it by clicking on the 'Upload' button below where it says Institute Consent Form. E-signature accepted by institutions unless otherwise stated.</p> <p>If the awarding body requires additional documentation for the verification, please upload a PDF version to the portal to be submitted.</p>
Step 5	Submit and Complete application & Payment
	<p>A screen will pop-up asking you to confirm whether you have submitted all relevant qualifications to be verified. If you have, click on the 'Yes, Submit & complete application' button.</p>
Step 6	Wait
	<p>Qualification Check will verify your qualification directly with the awarding institution. Please be patient as this can take time as they check their records.</p>
Step 7	Verification Confirmation
	<p>Once your qualification has been verified you will receive an email to notify you.</p> <p>Your verification result will be automatically shared with ABPANC.</p>

If you get stuck, click on this button at the bottom right of the page and type your query in the chat:



Alternatively, you can reach out to the Qualification Check team directly through the following email address: applicantssupport@qualificationcheck.com