

Integrated Membership and Qualification Management System

Member Portal Quick Guide





Member Portal

1. Registration
2. Completing the Online Application
3. Payment Process
4. Membership Activation and Qualification Enrolment



Membership & Qualification Application

Registration

Registration



Homepage

The Institute

Membership

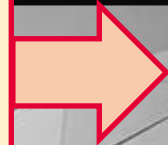
Qualifications

Knowledge Hub & Events

SEARCH

LOG IN

Access the Member Portal via
the AICB Website
<https://www.aicb.org.my/>




- Member Portal
- Corporate Portal
- Staff Portal



Search Result





Member Portal

NRIC / AICB Membership Number

Password

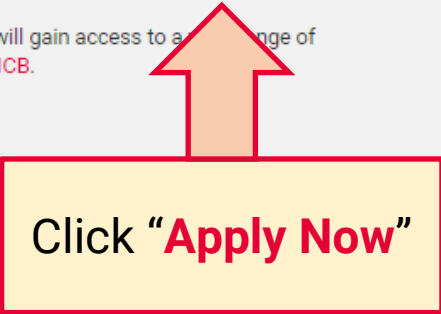
 [Forgot Password](#)

Remember my login

- **Not a member yet?**

Upon becoming a member, individuals will gain access to a range of benefits and qualifications offered by AICB.
- **Enquiries**

Kindly contact AICB's Member Services email us at enquiries@aicb.org.my





REGISTRATION

Sign up by entering the information below

Registration form with the following fields:

- Salutation * (Dropdown: SELECT)
- First Name * (Text: First Name)
- Last Name * (Text: Last Name)
- Nationality * (Dropdown: MALAYSIAN (MY))
- Country of Residence * (Dropdown: MALAYSIA)
- NRIC No. (For Malaysia)/ Passport No. (For Non-Malaysian) * (Text: NRIC NO. WITHOUT DASH '-', EG: 770707075777) / PASSPORT NO.)
- Date of Birth * (Text: DD-MM-YYYY)
- Email * (Text: example@domain.com)
- Confirm Email * (Text: example@domain.com)
- Mobile Country Code * (Dropdown: --- SELECT ---)
- Mobile Phone * (Text: Contact No)
- Password * (Text: Password)
- Confirm Password * (Text: Confirm Pa)
- Application Type * (Dropdown)
- Submit (Red Button)

Annotations:

- 1** Complete all fields (Red box with arrow pointing to the top row of fields)
- 2** Select for Application Type "MEMBERSHIP & QUALIFICATION" (Red box with arrow pointing to the Application Type dropdown)
- 3** Click "Submit" (Red box with arrow pointing to the Submit button)

Registration – Profile Successfully Created

Dear [Salutation] [Name]

Greetings from the Asian Institute of Chartered Bankers.

We are pleased to inform you that your profile has been successfully created.

Please use the following login credentials:

Username: [NRIC/Passport]

Password: Please use the password you have set during the registration.

For assistance, please contact our Member Services team at 1300 88 6833 or email your enquiries to enquiries@aicb.org.my.

Thank you.

Regards,

ASIAN INSTITUTE OF CHARTERED BANKERS (35880-P)

Level 11, NU Tower 2,

Jalan Tun Sambanthan,

Kuala Lumpur Sentral,

50490 Kuala Lumpur, Malaysia.

T (603) 2095 6833

Toll-free 1300 88 6833

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Notification from AICB
“Profile Successfully Created”



Completing the Online Application

Completing the Online Application – Application Details



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ASIAN INSTITUTE OF CHARTERED BANKERS

Online Application

Application Status: Draft

- Application Details**
- Document(s) Details
- Personal Details
- Address Details
- Employment & Work Experience Details
- Academic Details
- Other Membership Details
- Declaration

APPLICATION DETAILS

Application Type * : MEMBERSHIP & QUALIFICATION ▼

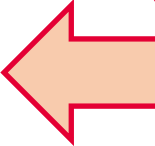

Membership Designation * : AFFILIATE ▼

Select a Qualification * : -- PLEASE SELECT -- ▼

Save & Next **Cancel Application**

1

Select the required qualification



Completing the Online Application – Application Details (CAMCO)

Application Status: Draft

Application Details

Document(s) Details

Personal Details

Address Details

Employment & Work Experience Details

Academic Details

Other Membership Details

Declaration

APPLICATION PROGRESS

APPLICATION DETAILS

Application Type * : MEMBERSHIP & QUALIFICATION

Membership Designation * : AFFILIATE

Select a Qualification * : CERTIFIED ANTI-MONEY LAUNDERING & COUNTER FIN

Total Work Experience In AML/CFT (In Years) * : -- Please Select --

1

Complete all fields

Entry Requirement

Candidates must meet the following entry requirements:

- Are Individual Members of AICB; AND
- Have 2 years of compliance-related working experience; OR
- Have 1 year of compliance-related working experience if candidate possesses a recognised foundation level certificate in AML/CFT

Qualification Requirements

MODULE TYPE	COMPULSORY	MINIMUM PAPERS
Core	Yes	1

Please register at least ONE module.

REGISTER MODULE	MODULE CODE - NAME	MODULE TYPE	WORKSHOP DATE START - DATE END @LOCATION [AVAILABLE SEAT]	EXAM/INTERVIEW DATE @LOCATION [AVAILABLE SEAT]
<input type="checkbox"/>	CAMCOV2M1 - CERTIFIED ANTI-MONEY LAUNDERING & COUNTER FINANCING OF TERRORISM	CORE	-- PLEASE SELECT --	-- Please Select--

2

Select preferred workshop and examination dates

3 Click "Save & Next"

Save & Next Cancel Application



Online Application

Application Status: Draft

- Application Details ✓
- Document(s) Details**
- Personal Details
- Address Details
- Employment & Work Experience Details
- Academic Details
- Other Membership Details
- Declaration

APPLICATION PROGRESS

DOCUMENT(S) DETAILS

Allowed file formats include:

- Images - .jpeg, .jpg, .png, .gif, .bmp
- Documents - .pdf
- Other - .zip

Maximum size allowed:

- Size - 1MB

DOCUMENT TYPE	CHOOSE FILE	UPLOAD FILE
CURRICULUM VITAE *	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload File"/>
NRIC / PASSPORT *	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Upload File"/>

1 Upload the required document(s)

2 Click "Upload & Next"

Completing the Online Application – Personal Details

Application Status: Draft

PERSONAL DETAILS

Application Details ✓

Document(s) Details ✓

Personal Details

Address Details

Employment & Work Experience Details

Academic Details

Other Membership Details

Declaration

APPLICATION PROGRESS

Salutation * : MR

First Name * : ALI

Last Name * : BIN MUSA

Full Name * : ALI BIN MUSA

Primary Email * : alimusa@gmail.com

Secondary Email : alimusa73@gmail.com

NRIC No. / Passport No. * : 730303733333

Old NRIC No * : A73030303

Date of Birth * : 03-03-1973

Gender * : MALE FEMALE

Race * : OTHERS

Country of Residence * : MALAYSIA

Nationality * : MALAYSIAN

Mobile Phone * : MALAYSIA - 6 1234567890 +601234567890

Office Phone : MALAYSIA - 6 1234567890 +601234567890

Home Phone : MALAYSIA - 6 311223344 +60311223344

Emergency Contact Phone * : MOBILE OFFICE HOME

2

Click "Save & Next"

Save & Next

1

Complete all fields

Completing the Online Application – Address Details

Online Application

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Application Status: Draft

- Application Details ✓
- Document(s) Details ✓
- Personal Details ✓
- Address Details**
- Employment & Work Experience Details
- Academic Details
- Other Membership Details
- Declaration

APPLICATION PROGRESS

RESIDENTIAL ADDRESS

Address Line 1 * :

Address Line 2 :

Country * : -- Please Select --

State * : -- Please Select --

City * : -- Please Select --

Postal Code * :

OFFICE ADDRESS

Address Line 1 * :

Address Line 2 :

Country * : -- Please Select --

State * : -- Please Select --

City * : -- Please Select --

Postal Code * :

PREFERRED CORRESPONDENCE ADDRESS

Please provide preferred correspondence address if it is different from the residential or office address. Otherwise you may tick the box below to replicate the residential or office address.

Same as the Residential Address Same as the Office Address

Address Line 1 * :

Address Line 2 :

Country * : -- Please Select --

State * : -- Please Select --

City * : -- Please Select --

Postal Code * :

1

Provide all address details:

1. Residential Address
2. Office Address
3. Preferred Correspondence Address

2

Click **“Save & Next”**

Save & Next

Completing the Online Application – Employment & Work Experience Details

Online Application

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ASIA INSTITUTE OF CHARTERED BANKERS

Application Status: Draft

- Application Details ✓
- Document(s) Details ✓
- Personal Details ✓
- Address Details ✓
- Employment & Work Experience Details**
- Academic Details
- Other Membership Details
- Declaration

APPLICATION PROGRESS

YEARS OF WORK EXPERIENCE

Total Years of Banking & Finance Experience * : 2 TO 5 YEARS

Total Years of Working Experience * : 2 TO 5 YEARS

CURRENT EMPLOYMENT

Employment Status * : EMPLOYED

Organisation * : BANK ABC

Job Level * : EXECUTIVE

Designation * : EXECUTIVE

Function * : BANKING OPERATIONS (BRANCH OPERATIONS, CREDI

Start Date * : 02/12/2019

1

Complete all fields

PREVIOUS WORK EXPERIENCE

ORGANISATION	DESIGNATION	YEARS OF SERVICE	
-- Please Select --		-- Please Select --	Add

2

Click "Save & Next"

Click "Add" to include additional details

Save

Save & Next

Completing the Online Application – Academic Details

Online Application

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Application Status: Draft

- Application Details ✓
- Document(s) Details ✓
- Personal Details ✓
- Address Details ✓
- Employment & Work Experience Details ✓
- Academic Details**
- Other Membership Details
- Declaration

APPLICATION PROGRESS

ACADEMIC DETAILS

Qualification Name * : DEGREE IN BANKING

Awarding Body * : ABC UNIVERSITY

Qualification Level * : DEGREE

Year of Completion * : 2003

Save & Add Another

Save & Next

1

Complete all fields

2

Click "Save & Next"

Click "Save and Add Another" to include additional details

Completing the Online Application – Other Membership Details

Online Application

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Application Status: Draft

- Application Details ✓
- Document(s) Details ✓
- Personal Details ✓
- Address Details ✓
- Employment & Work Experience Details ✓
- Academic Details ✓
- Other Membership Details**
- Declaration

OTHER MEMBERSHIP DETAILS

Professional Body :

Membership Category :

Qualification Completed :

Membership Number :

Year of Completion : -- Please Select --

Country : -- Please Select --

Save & Add Another Save & Next Skip

APPLICATION PROGRESS

1
Complete all fields

Click **Save and Add Another** to include additional details

2
Click **Save & Next**

Click **Skip** if no information is available

Completing the Online Application – Declaration

Online Application

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ASIAN INSTITUTE OF CHARTERED BANKERS

Application Status: Draft

- Application Details ✓
- Document(s) Details ✓
- Personal Details ✓
- Address Details ✓
- Employment & Work Experience Details ✓
- Academic Details ✓
- Other Membership Details

Declaration

APPLICATION PROGRESS

DECLARATION

Personal Data Protection Act 2010 ("PDPA").

The "Asian Institute of Chartered Bankers" shall ensure that the collection, use and disclosure of your personal data are consistent with the Malaysian Personal Data Protection Act 2010 ("PDPA").

- I acknowledge that the personal data collected and processed is obtained voluntarily with my consent.
- I have read and understood the PDPA.

Information

1. I have never been convicted of a criminal offence and there are no charges pending against me in any jurisdiction;
2. There is no subsisting bankruptcy order made against me by any court of law in any jurisdiction;
3. I have never been subjected to disciplinary proceedings by a professional body or association in any jurisdiction;
4. I have not committed conduct in my professional capacity that is contrary or alleged to be contrary to relevant and applicable rules or regulations of any professional association of which I am/was a member, regulatory authority or the laws of any jurisdiction which may subject me to criminal prosecution, disciplinary proceedings or any other form of legal action in the relevant jurisdiction; and
5. I agree to be bound by the Rules and Regulations of the Asian Institute of Chartered Bankers.

I acknowledge that the Asian Institute of Chartered Bankers may require further information in relation to the declaration that I provide above and agree to provide such further information as may be requested.

I agree that any false declaration provided by me may be subject to disciplinary action.

* I declare that all the information provided in this application is correct and complete.

Name : ALI BIN MUSA

Date : 21-01-2020 08:35:55

Submit **View Application Summary Draft**

1 Read the Declaration Statement

2 Acknowledge the Declaration Statement

3 Click 'Submit'

View your Application Summary Draft

Completing the Online Application – Application Summary

Online Application

Application Submitted means your application is submitted and will now go for review.



CREATION DATE	SUBMISSION DATE	APPLICATION ID	APPLICATION TYPE	STATUS
03-05-2021	03-05-2021	B001797	Membership & Qualification (Certified Anti-Money Laundering & Counter Financing Of Terrorism Compliance Officer/Affiliate)	Application Submitted You have submitted your application. We will be in touch with further information soon. Kindly log in to member portal from time-to-time to view your application status. Application Summary

The Application Type column will display the qualification and the membership designated that you have selected

Click here to view your **Application Summary**

Online Application – Submitted

Dear [Salutation] [Name]

Thank you for your [MembershipName] membership and [QualificationName] qualification application.

Your application is currently being reviewed and you will be notified of your application status within 10 business days.

For assistance, please contact our Member Services team at 1300 88 6833 or email your enquiries to enquiries@aicb.org.my

Thank you.

Regards,

ASIAN INSTITUTE OF CHARTERED BANKERS (35880-P)

Level 11, NU Tower 2,

Jalan Tun Sambanthan,

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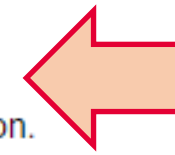
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Notification from AICB

“Application Submitted” will be reviewed by AICB

Online Application – Approved

Dear [Salutation] [Name]

Your above application has been reviewed.

Below is the status of your application for your further action:

Submission Date	: [SubmittedDate]
Type of Application	: [ApplicationType]
Membership Designation	: [MembershipName]
Qualification	: [QualificationName]
Status	: Approved. Please click here to proceed with your payment in order to complete the membership admission and module enrolment. (Note: Learning materials will be made available upon receipt of payment.)

For assistance, do contact our Member Services team at 1300 88 6833 or email your enquiries to enquiries@aicb.org.my

Thank you.

Regards,

ASIAN INSTITUTE OF CHARTERED BANKERS (35880-P)

Level 11, NU Tower 2,
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T (603) 2095 6833

Toll-free 1300 88 6833

F (603) 2095 2324

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Notification from AICB

“Approved”

Please click [here](#) to proceed with your payment in order to complete the membership admission.

After the application has been approved by AICB, click **“here”** to log in to the Member Portal and proceed with the payment



Payment Process

Payment Process

APPLICATION

Creation Date	Submission Date	Application ID	Application Type	Status
03-05-2021	03-05-2021	B001797	Membership & Qualification (Certified Anti-Money Laundering & Counter Financing Of Terrorism Compliance Officer/Affiliate)	Application Approved Please make payment to complete your application process

Application Summary

Proceed

Click "Proceed"

The Application Type column will display the qualification and membership designation that you have selected

Payment Process – Confirmation Items

HOME / CONFIRMATION ITEMS

Confirmation Items

APPLICATION TYPE	Membership & Qualification
MEMBERSHIP CATEGORY	Affiliate
MEMBERSHIP EXPIRY DATE	31-12-2021
QUALIFICATION	Certified Anti-Money Laundering & Counter Financing Of Terrorism Compliance Officer
MODULES	Qualification Requirements

MODULE TYPE	COMPULSORY	MINIMUM PAPERS
Core	Yes	1

Please register at least ONE module.

REGISTER MODULE	MODULE CODE - NAME	MODULE TYPE	WORKSHOP DATE START - DATE END @LOCATION [AVAILABLE SEAT]	EXAM/INTERVIEW DATE @LOCATION [AVAILABLE SEAT]
<input checked="" type="checkbox"/>	CAMCOV2M1 - CERTIFIED ANTI-MONEY LAUNDERING & COUNTER FINANCING OF TERRORISM COMPLIANCE OFFICER	CORE	05/05/2021 - 05/05/2021 (9:00 AM-12:00 PM) @VIRTUAL TRAINING [5 seat(s)]	09/06/2021 (07:30 AM-08:30 AM) @ONLINE EXAMINATION [Unlimited seat

Click **Register Module & Confirm**

Register Module & Confirm Cancel

The Qualification column will display the qualification that you have selected

The modules displayed are according to the Qualification that you have selected

Online Application

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HOME / CONFIRMATION ITEMS / PAYMENT DETAILS

Payment Details

AFFILIATE - MEMBERSHIP ANNUAL SUBSCRIPTION FEE (NEW)-2021	MYR	60.00
CAMCOV2M1-CERTIFIED ANTI-MONEY LAUNDERING & COUNTER FINANCING OF TERRORISM CO	MYR	3000.00
Sub Total (Excluding SST)	MYR	3060.00
Tax @ 6% on MYR 3000.00	MYR	180.00
Sub Total (Inclusive of SST)	MYR	3240.00

The membership annual subscription fee and programme fee for the qualification displayed are according to the membership designation and qualification that you have selected

Total Amount: MYR 3240.00

Click **“Proceed Payment”**

Proceed Payment

Cancel

Payment Process - Payment

Online Application



HOME / CONFIRMATION ITEMS / PROCEED PAYMENT

Payment

Proforma Invoice No : PIN210500007

AFFILIATE - MEMBERSHIP ANNUAL SUBSCRIPTION FEE (NEW)-2021	MYR	60.00
CAMCOV2M1-CERTIFIED ANTI-MONEY LAUNDERING & COUNTER FINANCING OF TERRORISM COMPLIANCE OFFICER - PROGRAMME FEE	MYR	3000.00
Sub Total (Excluding SST)	MYR	3060.00
Tax @ 6% on MYR 3000.00	MYR	180.00
Sub Total (Inclusive of SST)	MYR	3240.00

Payment Mode

- Bank Sponsored
- Self Sponsored (Online Payment)

Net Amount

MYR 3240.00

MYR 3240.00

Pay Cancel

1

Select payment mode

2

Click "Pay"



Self-Sponsored
Continue with the
Online Payment
process

Bank-Sponsored

Your sponsorship request will be directed to your employer for approval.
This message will be displayed on the Home page.

Your request for Bank Sponsorship has been directed to BANK ABC for approval. You will be notified once your employer has approved your request.



Qualification Enrolment

Membership Number: [MembershipNo]

Dear [Salutation] [Name]

Greetings from the Asian Institute of Chartered Bankers!

We are pleased to welcome you as an [MembershipName] member of the Institute and confirm that you have been enrolled for the [Qualification] qualification. Your membership number is stated above.

Please visit the [Member Portal](#) to log in to your personal home page. To help you navigate through the Portal, please read the [Member Portal Guide](#).

Being a member of the Institute, you are indicating your agreement to comply with the Institute's Constitutions, Bye-Laws, the Code of Professional Conduct and applicable regulations. The Code of Professional Conduct is available for download from our website at <https://www.aicb.org.my/membership/membership-management/>.

Get More From Your Membership

You are now part of a community of committed professionals and, as a member, you have access to top quality resources that will help you develop as a professional. Benefits include:

- **Professional designations and designatory letters upon higher levels of membership**, which allow you to demonstrate your professional status: *Gain increased credibility and recognition for your qualifications and commitment to continuing professional development.*
- **Code of Professional Conduct** which all members are committed to upholding: *Get public recognition for your personal commitment to professionalism and help to restore trust in the banking profession.*
- **Trusted information resources** such as Banking Insight magazine, which allow you to keep informed of important issues in your profession: *Keep up-to-date with important issues and comment, to support your interactions with colleagues and customers.*
- **Online CPD resources**, providing trusted materials, including e-learning, videos and podcasts, for professional development. *Maintain your professional expertise and gain or develop knowledge and skills to further help your career.*
- **Discounted member rates**, saving you money on Institute events and other resources: *Extend the value of your membership subscription.*

For any assistance, do contact our Member Services team at 1300 88 6833 or email your enquiries to enquiries@aicb.org.my.

Thank you.

Regards,

ASIAN INSTITUTE OF CHARTERED BANKERS (35880-P)

Level 11, NU Tower 2,

Jalan Tun Sambanthan,

Kuala Lumpur Sentral

50470 Kuala Lumpur, Malaysia.

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Notification from AICB

After the payment has been made/approved by the employer, your membership will be activated and will be enrolled for the qualification

Membership Activation and Qualification Enrolment


The screenshot displays the AICB member portal interface. On the left is a navigation menu with items: Home, My Profile, Membership, E-Resources, CPD, Event, and Mail Box. The top right corner contains links for MEMBER POLICIES and USER MAN. The main content area is divided into two sections: MEMBERSHIP and QUALIFICATIONS. The MEMBERSHIP section contains a table with one row of data. The QUALIFICATIONS section contains a button to 'Apply for Qualification! Click here' and a table with one row of data. Two callout boxes with arrows point to the 'Membership details' and 'Qualification details' sections.

Once the payment process is cleared (for Self-Sponsored) or the bank sponsorship has been approved (for Bank-Sponsored), your membership will be activated and will be enrolled for the qualification

MEMBERSHIP

Membership No.	Membership Designation	Status	Join Date	Expiry Date	Previous Expiry Date
828832	Affiliate	Valid	03-05-2021	31-12-2021	-

QUALIFICATIONS

 [Apply for Qualification! Click here](#)

Qualification Name	Qualification Code	Time Limit	Enrollment Date	Expiry Date	Status
Certified Anti-Money Laundering & Counter Financing Of Terrorism Compliance Officer	CAMCO	36 (Months)	01-06-2021	01-06-2024	Active



Thank You