

To be a Member of MTSFB, all applicants must fill up the Online Registration Form at mtsfb.org.my.

We have **two (2)** types of category for this application. Please prepare the documentation for this registration and attach the supporting documents at end of the section before you submit the form.

1. ORGANISATION

Please identify two (2) officers from the higher management* who will be registered as the corporate representatives (Main & Alternate).

- a) They will attend MTSFB Annual General Meeting or any general or extraordinary meeting (if any).
- b) They will be the point of contact with regards to MTSFB membership subscription as well as payment.
- c) They will be receiving any general notices, announcements, information from MTSFB office from time to time.

Note:

Our recommendation for the candidate should be:

- a) the head of technical department (CTO); or
- b) the head of strategic/finance; or
- c) regulatory/government liaison department

to be named for the two corporate representative officers identified in the registration form.

List of documents to submit:

No	Details	
1.	Certificate of Incorporation or Business Registration Certificate	
a)	Form 8 or Form 9 or Form under Section 17;	
b)	Form 24/ Form under Section 78; and	
c)	Form 49/ Form under Section 58;	
2.	The latest copy of Company Profile from SSM MYDATA	
3.	Audited Financial Statement or Annual Report of the applicant;	
4.	Organisation Profile;	
5.	Business Card of the Appointed Corporate Representatives;	
6.	Copy of Identification Card (Malaysian citizen) or Passport (non-citizen) of the appointed Corporate Representatives;	
7.	Certificate of Appointment of the Corporate Representative to attend the Annual General Meeting (AGM) / Extraordinary General Meeting (EGM)	

2. INSTITUTE OF HIGHER LEARNING

Please identify two (2) officers from the higher management* who will be registered as the corporate representatives (Main & Alternate).

- a) They will attend MTSFB Annual General Meeting or any general or extraordinary meeting (if any).
- b) They will be the point of contact with regards to MTSFB membership subscription as well as payment.
- c) They will be receiving any general notices, announcements, information from MTSFB office from time to time.

Note:

Our recommendation for the candidate should be from the Research Management Centre (RMC) or department which performs similar functions to be named for the two corporate representative officers identified in the registration form.

List of documents to submit:

No	Details	
IPTA		
1.	Certificate of Registration by Ministry of Education/Higher Learning	
2.	IPTA Profile;	
3.	Business Card of the Appointed Corporate Representatives;	
4.	Copy of Identification Card (Malaysian citizen) or Passport (non-citizen) of the appointed Corporate Representatives;	
5.	Certificate of Appointment of the Corporate Representative to attend the Annual General Meeting (AGM) / Extraordinary General Meeting (EGM)	
IPTS		
1.	Certificate of Registration by Ministry of Education/Higher Learning	
2.	Memorandum and articles of association.	
3.	Certificate of registration of company	
a)	Form 8 or Form 9 or Form under Section 17;	
b)	Form 24/ Form under Section 78; and	
c)	Form 49/ Form under Section 58;	
4.	The latest copy of Company Profile from SSM MYDATA	
5.	Audited Financial Statement or Annual Report of the applicant;	
6.	Organisation Profile;	
7.	Business Card of the Appointed Corporate Representatives;	
8.	Copy of Identification Card (Malaysian citizen) or Passport (non-citizen) of the appointed Corporate Representatives;	
9.	Certificate of Appointment of the Corporate Representative to attend the Annual General Meeting (AGM) / Extraordinary General Meeting (EGM)	