## **REGISTRATION INSTRUCTIONS**

1. Go to aml.certified.ph

## Pumunta sa aml.certified.ph



2. Click on Enroll Now

Pindutin ang Enroll Now





3. Select the product you'd like to purchase

Piliin ang product na gusto ninyong bilhin



**4.** Select whether it is for a Single User or for a Group Purchase, and once you have selected, click on **Add and Checkout**. For Group Purchase, indicate the number of licenses you are purchasing. For this example, we are using Single User.

Piliin ang **Single User** kung isang user lang ang gagamit at ang **Group Purchase** naman kung maraming i-eenroll na users. Pagkapili, pindutin ang **Add and Checkout**. Kung **Group Purchase** ang pinili ninyo, ilagay kung ilang lisensya ang bibilhin ninyo. Gagamitin natin ang **Single User** para sa halimbawang ito.

Group Registration – AML Mastery This package includes: - Multiple user accounts - Multiple u	Single Registration – AML Mastery This package includes: 4 Single user account 4 AMLA-based interactive 6-learning modules (Latest varsion SM2446-2505) 4 One-year accoss 4 Certificate of Completion 4 Final assessment per module 4 Semail notification feature for registered user 4 User activity progress overview	
P3,100 per user per year		
	P3,100.00 for one year	



**5.** A pop-up will appear with the breakdown of the pricing and tax. Once ready and once you have confirmed the product you are purchasing, click on **Select and Checkout**.

May pop-up na lalabas na magpapakita ng breakdown ng presyo at tax. I-check kung tama ang pinili ninyong product, at kapag handa na kayong bumili, pindutin ang **Select and Checkout**.

		>
Item		Price
×	Single Registration – AML Mastery This package includes: √Single user account √9 AMLA-based interactive e- learning modules (Latest version SM2446-2505) √One-year access √Certificate of Completion √Final assessment per module √Email notification feature for registered user √User activity progress overview	₽2,767.86
	Subtotal	₽2,767.86
	Tax	₱332.14
		82 100 00
	Total	P3,100.00
Have a Coupon? Apply her	e	₩3,100.00



6. You will then be asked to fill out the registration form. Note that fields with \* are required.

* I have read and agree to the Jerms & Conditions	0
You may use my data for marketing Please check this box to allow us to use your data for email marketing	0
Your Account Details	
* First & Last Name	First Name Last Name
Your E-Mail Address a confirmation email will be sent to you at this address	Your E-Mail Address
* Choose a Username it must be 5 or more characters in length may only contain letters, numbers, and underscores	Choose a Username
*Choose a Password must be 6 or more characters	Choose a Pansword
* Confirm Your Password	Confirm Your Password
* Contact Phone Number Enter your current contact number number in international format, it will be used to offer support and help if required	+63 - Contact Phone Number
* Registration Type Please state whether you are applying as an individual or on behalf of a company	
* Registered Company Name Please state the name of the company for an Official Reciept	Registered Company Name
* Do You Require An Official Receipt?	O Yes

Kumpletuhin ang registration form. Ang mga fields na may \* ay required.

7. Make sure you have filled out your account details nicely, and make sure the email address is correct.

AML

Siguraduhing nakumpleto na ang lahat ng required fields para sa account ninyo at siguraduhing tama ang email address ninyo.

* First & Last Name	Miguel	Simon	~	
• Your E-Mail Address a confirmation email will be sent to you at this address	miguels/mon@gmail.com	~		
* Choose a Username It must be 5 or more characters in length may only contain letters, numbers, and underscores	migsimon	~		
* Choose a Password must be 6 or more characters	······ ~			
* Confirm Your Password				
* Contact Phone Number Enter your current contact number number in international format. It will be used to offer support and help if required	+63 * 9987654321	1		
				270.51
immersive ANI				2012

**8.** Under Registration Type, indicate whether you are registering as an individual or on behalf of a company.

Sa ilalim ng Registration Type, piliin kung kayo ay nag-re-register bilang isang indibidwal o para sa inyong kumpanya.

\* Registration Type
Please state whether you are applying as an individual or on behalf of a company
\* Registered Company Name
Please state the name of the company for an Official Reciept

**9.** If you are applying on behalf of a company, the **Registered Company Name** is required. Note that this field will only appear if you select the **Applying on behalf of a Company** option.

Kung kayo ay nag-a-apply para sa inyong kumpanya, required ang **Registered Company Name**. Itong field na ito ay lalabas lamang kapag pinili ninyo ang **Applying on behalf of a Company**.



**10.** If you select Yes for **Do You Require An Official Receipt?**, this additional note will appear:

Lalabas ang mensahe na ito kapag Yes ang pinili ninyo sa Do You Require An Official Receipt?:

* Do You Require An Official Receipt?	● Yes ○ No
Official Receipt Details	
	If you selected 'Yes', you will be able to complete the required details for the Official Receipt once your account is active. A link is provided on your account page.
	The details for the entity in the OR will include: • Invoice Number of purchase (available within your account page once purchase is completed)
	• T.I.N • Name
	Address
	Email Proof of Payment (If not made online)
	Whether EWT is to be deducted BIR 2307 if EWT is to be deducted



**11.** You are required to submit a copy of your official ID Document. Just click on the **upload** button and navigate through your files to find the file you would like to upload.

Kayo ay required na mag-submit ng kopya ng inyong valid ID. Pindutin lamang ang **upload** button at hanapin ang file mula sa inyong computer o cell phone.

Government Issued ID	
Group Purchases	If you are applying on behalf of your organization and purchasing a 'group' product, you will need to confirm that all of the users you add to this system do have a valid Government-issued ID that you have seen and checked. We will require this confirmation from you once your account has been set up, and will contact you accordingly.
	Please upload a copy of your own valid ID using the button below.
	😫 Open 🛛 🗙
* Official ID Document	upload ← → マ ↑ ➡ > Dow_ > Scanne_ ⊂ Search Scawed File A
	Organize - New folder 🔲 - 🔳 👩
	Ve will periodically check and verify all IDs you sub from the system. Please refer to our Terms and Cer Dektop Today Today
Anti Spam	Downloads *
	I'm not a robot HCLPTONA Peace: Terms File name: Sample ID Custom Files
* Official ID Document driver-license-samp Upload here	<u>e.jpg</u> (94.54 KB) ×
We will periodically from the system. Pl	check and verify all IDs you submit. Any false information provided may result in your removal ease refer to our Terms and Conditions.

**12.** Fill out the information required by the AMLC and then click **Next**.

I-fill out ang information na ni-re-require ng AMLC tapos pindutin ang Next.

	Please note - the following information is required to be completed whether you want an OR or not
* Your Gender	Male Female Prefer not to say
* Please select your primary location Primary Division	Luzon:NCR 🛩
• NCR: City NCR Cities	Caloocan 🗸
	Next



**13.** It should now show that a confirmation link has been sent to your email address.

Makikita sa susunod na page na may confirmation link na ipinadala sa inyong email address.

		_	 	_
E-Mail Verification				
lam	Price			
Engle Registration - AML Mastery This package includes: J Single user account J9 AMLA based interactive e-learning modules (Latest version SM2446-2505) JOne-year access J Certificate of Completion J Final assessment per module J Email notification feature for registered user J User activity progress reverses:	P2,757.86			
Subtotal Tax Payment Method Total	P2,767.8 P332.1 P3,100.0	6 4 0		
Dragospay ordene parment systems				
Coupon Code Apply				



