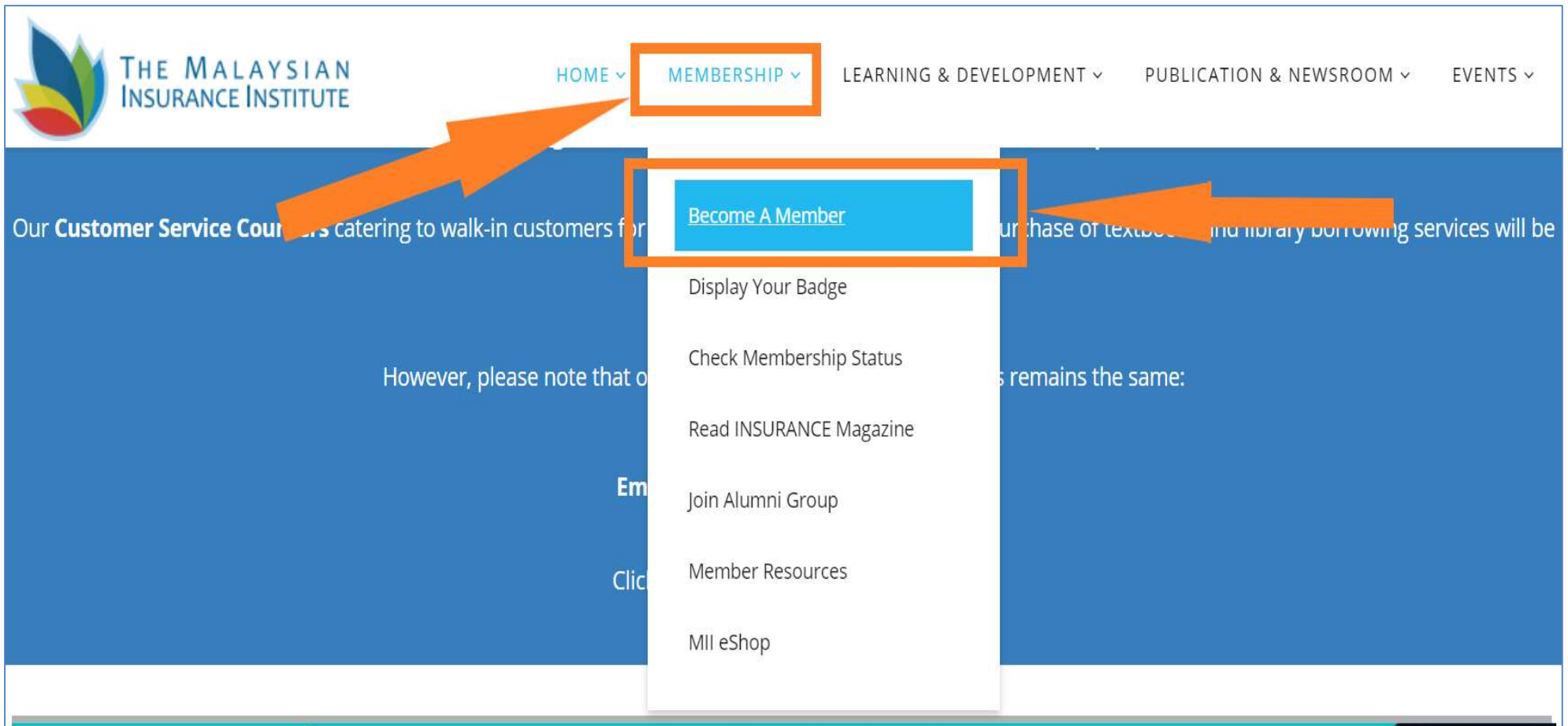# 1. Go to iLMS from MII Website

At MII website (www.insurance.com.my), move cursor to MEMBERSHIP button.

Click the "Become A Member" button to go the membership application / renewal / reactivation page.

2. Continue :- Go to iLMS from MII Website

At the bottom of this page (https://www.insurance.com.my/membership/becomeourmember),move cursor to "Join/ Renew/ Reactive Now" button. Click the "Join/ Renew/ Reactive Now" button to go the iLMS page.
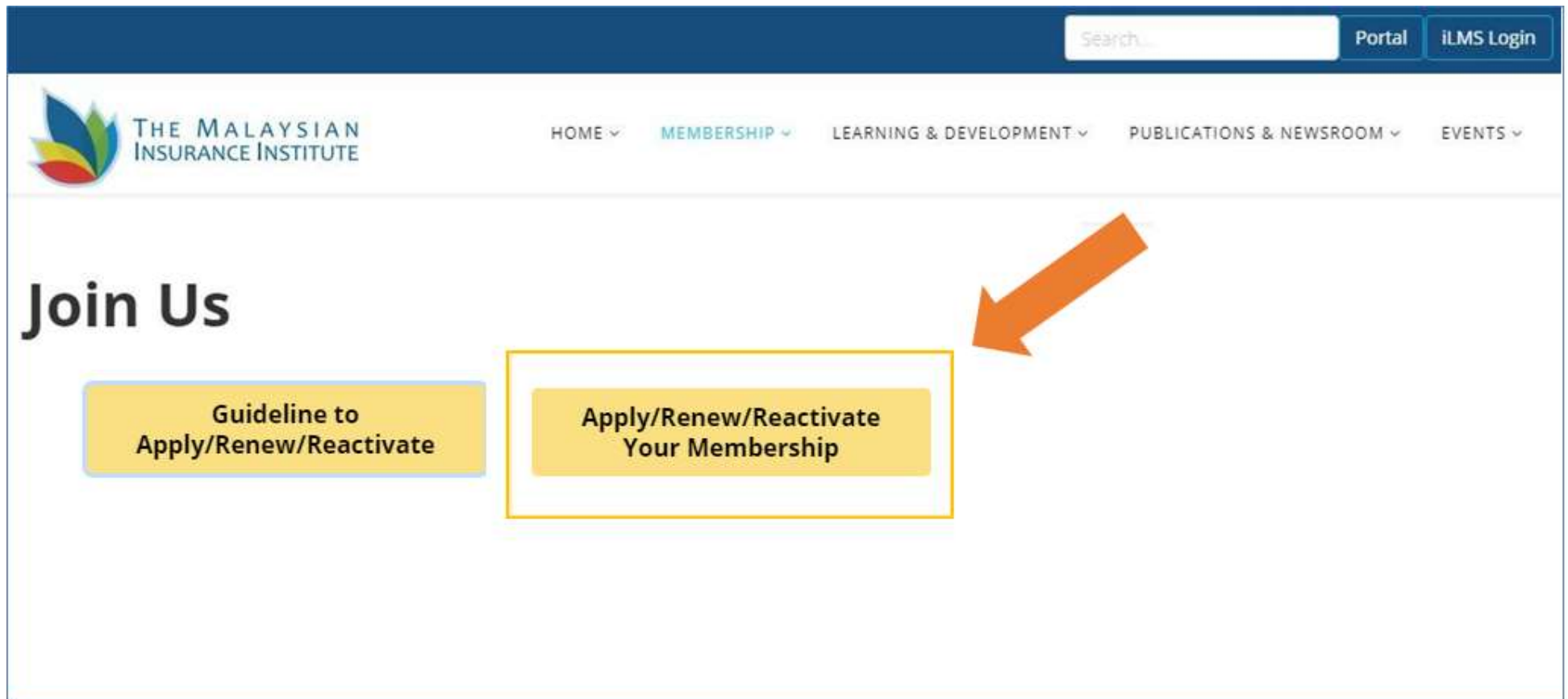
3. Sign up / Sign in iLMS

If you are a new user, you will have to Sign Up before you attempt to login.

If you have registered previously, please Login at MII iLMS (https://www.mii4u.org/ilms/user/login). Your user name will be your New IC number or your Passport number, and your default password would be either 12345 or 123456.

4a. Apply the MII Membership (For New Member/Application)
Once successfully logged in, click the "**Apply**" button under Membership column to continue.

4b. For members who are Renewing or Reactivating MII membership.

Once successfully logged in, either **"Renew"** or **"Reactivate"** button under Membership column will appear.
Click on the **"Renew"** or **"Reactivate"** button to continue.

5. Complete *Personal Details*

Fill in your details. Once finished, click the **"Save"** button (💾).
Click the **"Next"** button to continue.
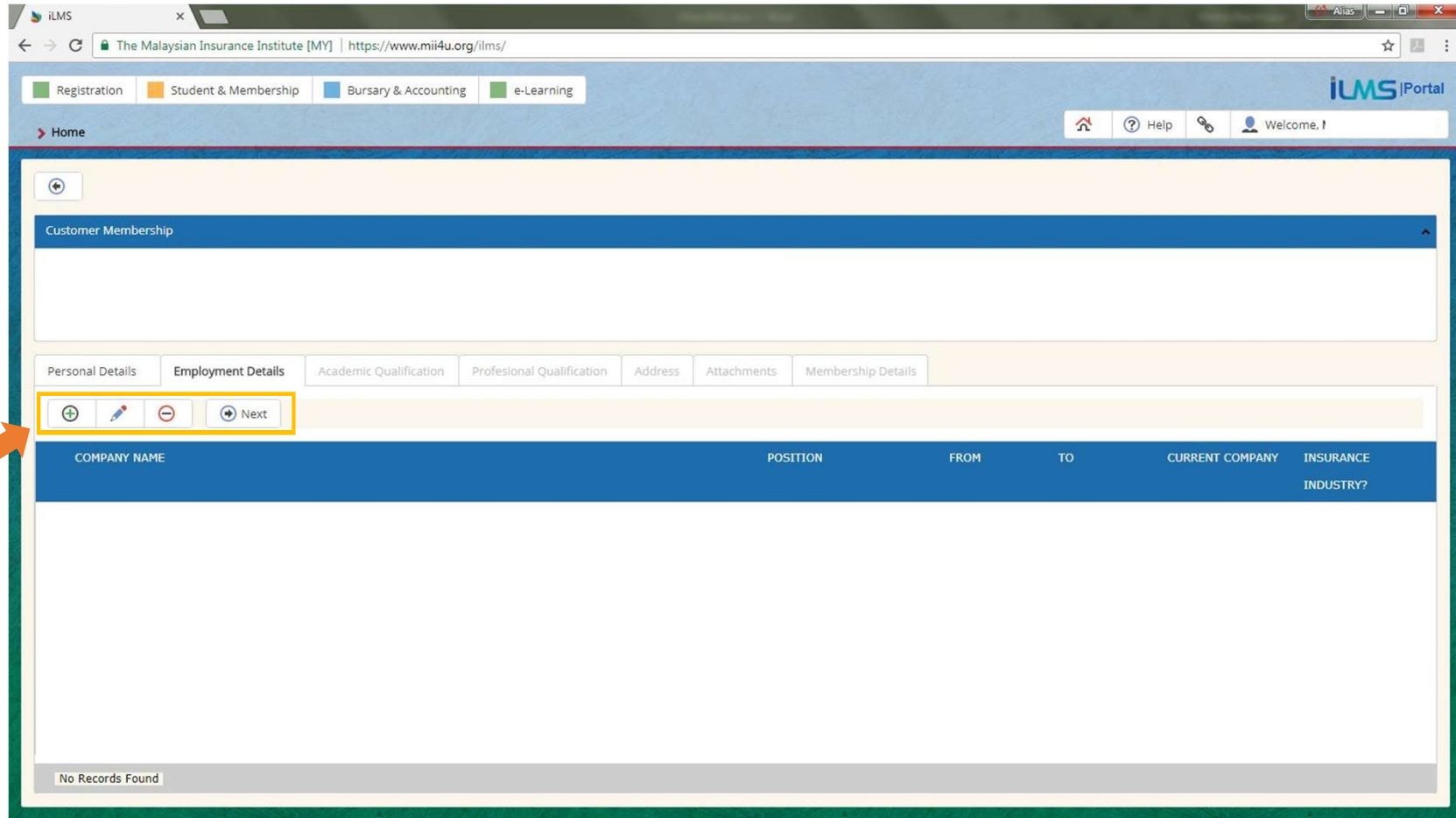
6. Complete *Employment Details* *(Please complete this one time process, you may edit any details as your wish)*
Fill in your details. Once finished, click the **"Save"** button (💾).
Click the **"Next"** button to continue.

7. Complete *Academic Qualification Details* *(Please complete this one time process, you may edit any details as your wish)*
Fill in your details. Once finished, click the **"Save"** button (💾).
Click the **"Next"** button to continue.

8. Complete *Professional Qualification Details* *(Please complete this one time process, you may edit any details as your wish)*
Fill in your details. Once finished, click the **"Save"** button (💾).
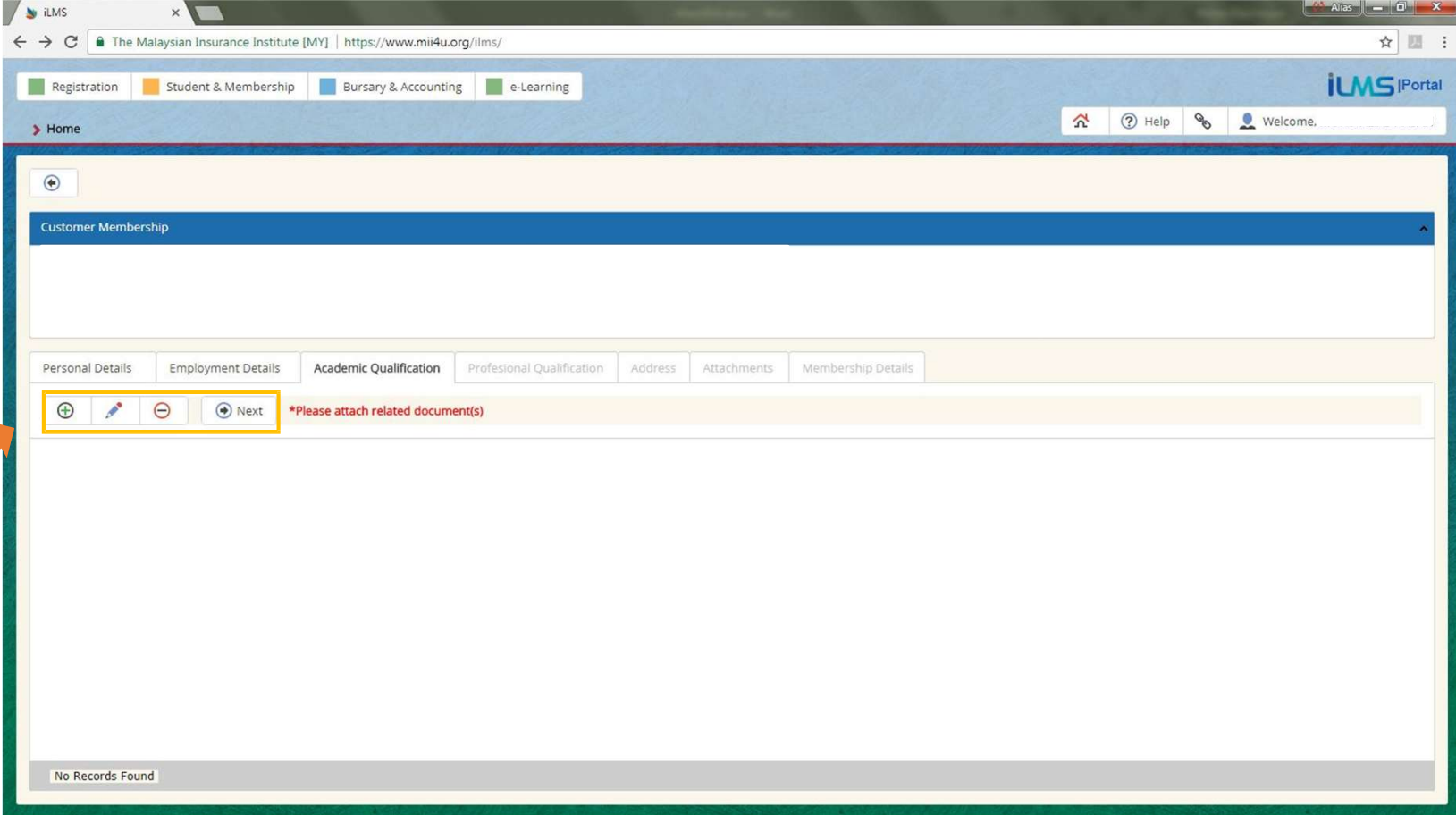Click the **"Next"** button to continue.
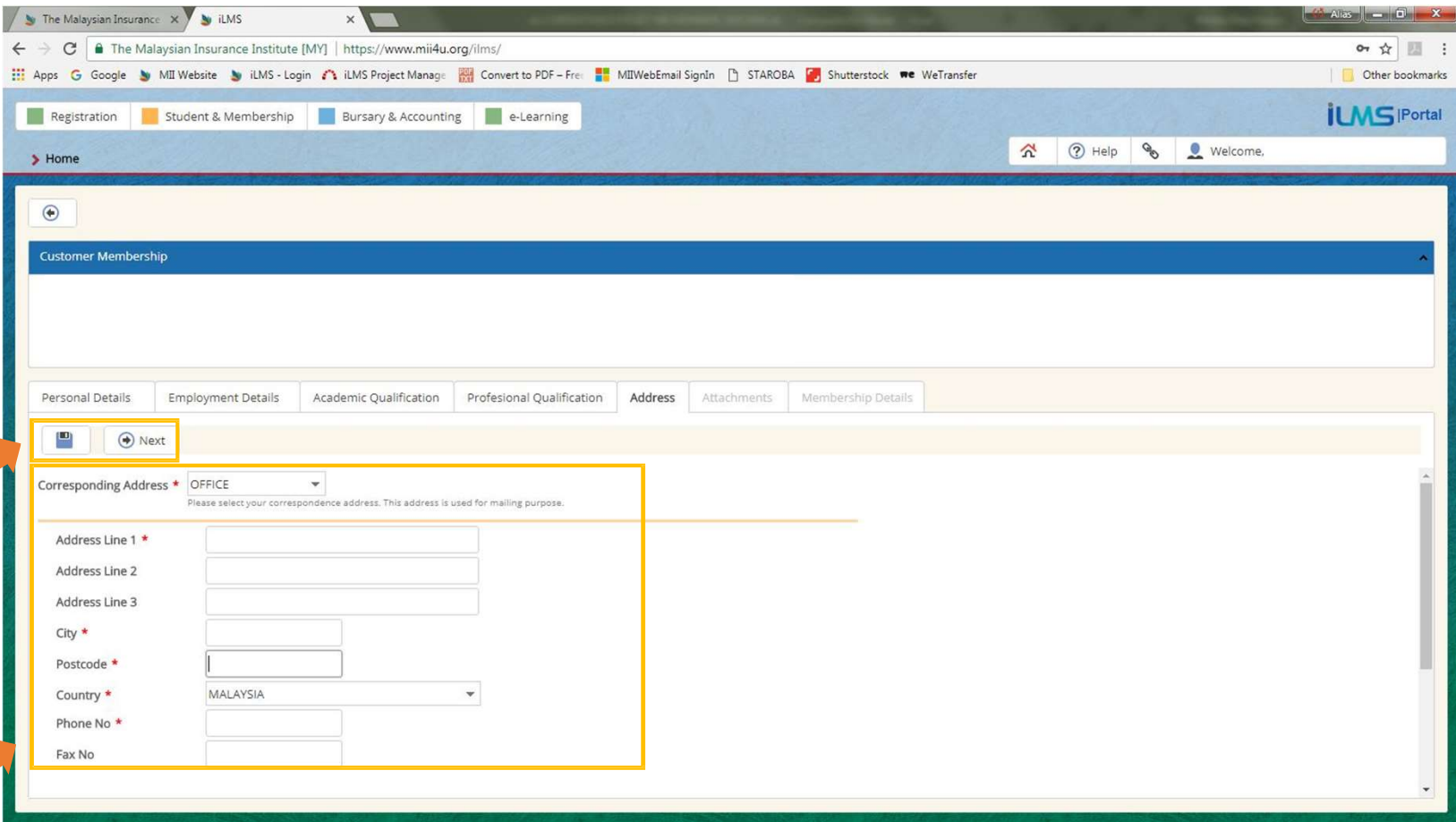
9. Complete *Address Details* *(Please complete this one time process, you may edit any details as your wish)*
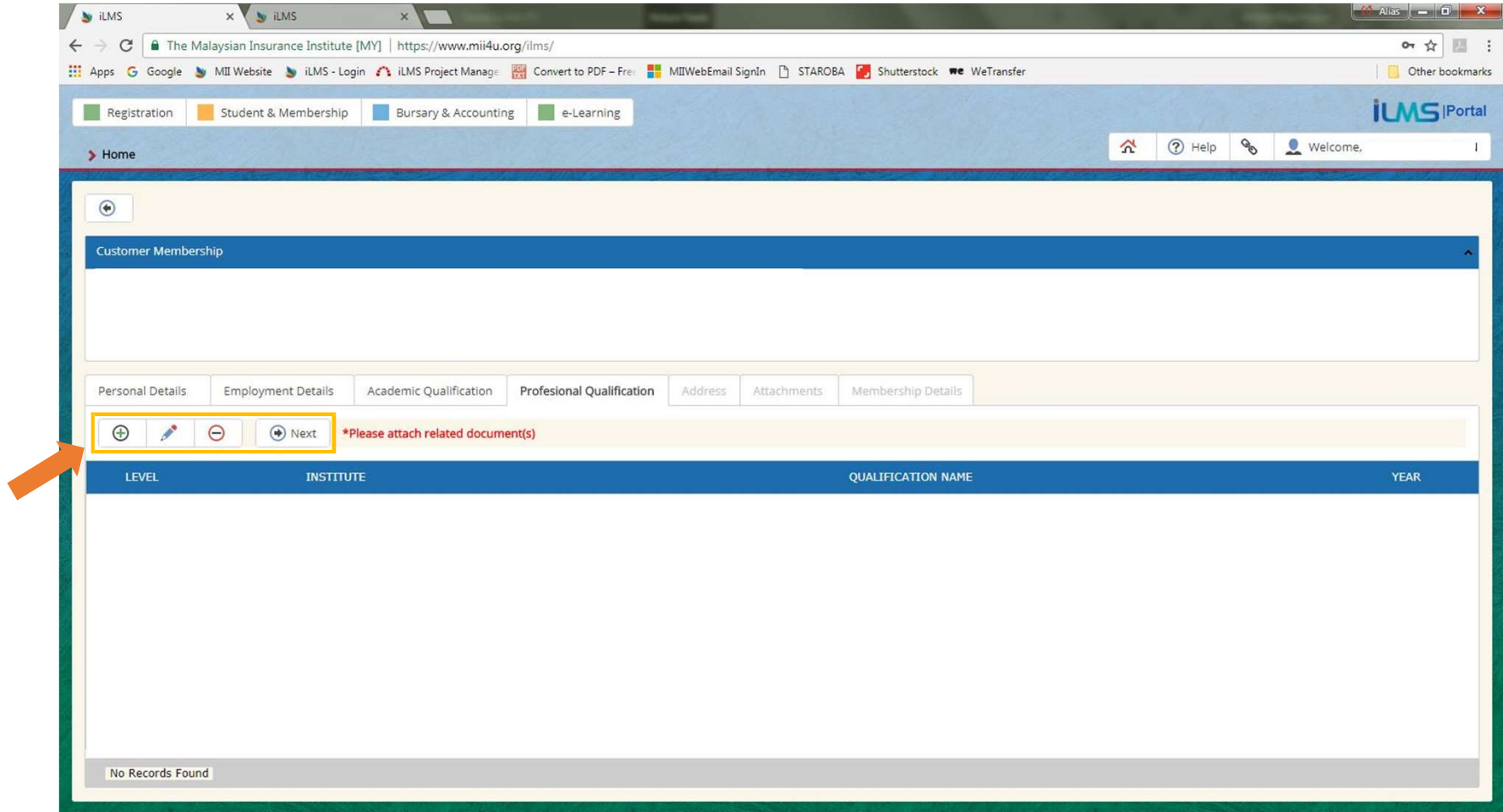Fill in necessary details. Once finished, click the **"Save"** button (💾).
Click the **"Next"** button to continue.

10. Upload Customer *Academic/Professional Qualification* Details
(Please complete this one time process, you may edit any details as your wish)

It is a MANDATORY to upload all necessary scanned **attachments** of Certificate / Professional / PhD / Master / Degree / Diploma / and etc. for verification. Once it has been uploaded, click the "**Save**" and click "**Next**" button to continue.

11. Select Membership Category, then complete the Confirmation & Declaration section.

(Please complete this one time process, you may edit any details as your wish)

For new applicant/upgrade , please select your membership category accordingly (refer to the description below).

Then please complete the Confirmation & Declaration section. (For new/renewal/reactivate members)

Once finished, click the "**Submit**" button to continue to the payment page.

CATEGORY	LEVEL	REQUIREMENT
Individual Member	Fellow	• Completed the Fellowship of The Malaysian Insurance Institute (FMII). • Engaged or employed in the insurance industry for at least four (4) years.
	Senior Associate **(NEW)**	• Has completed AMII Level 2
	Associate	• Has completed AMII Level 1
	Certificate **(NEW)**	• Successfully completed the Professional Certification programmes offered by MII.
	Ordinary	• All individuals engaged or employed in an insurance related field or in the financial services sector. • Has a recognised professional qualification or degree in any discipline.

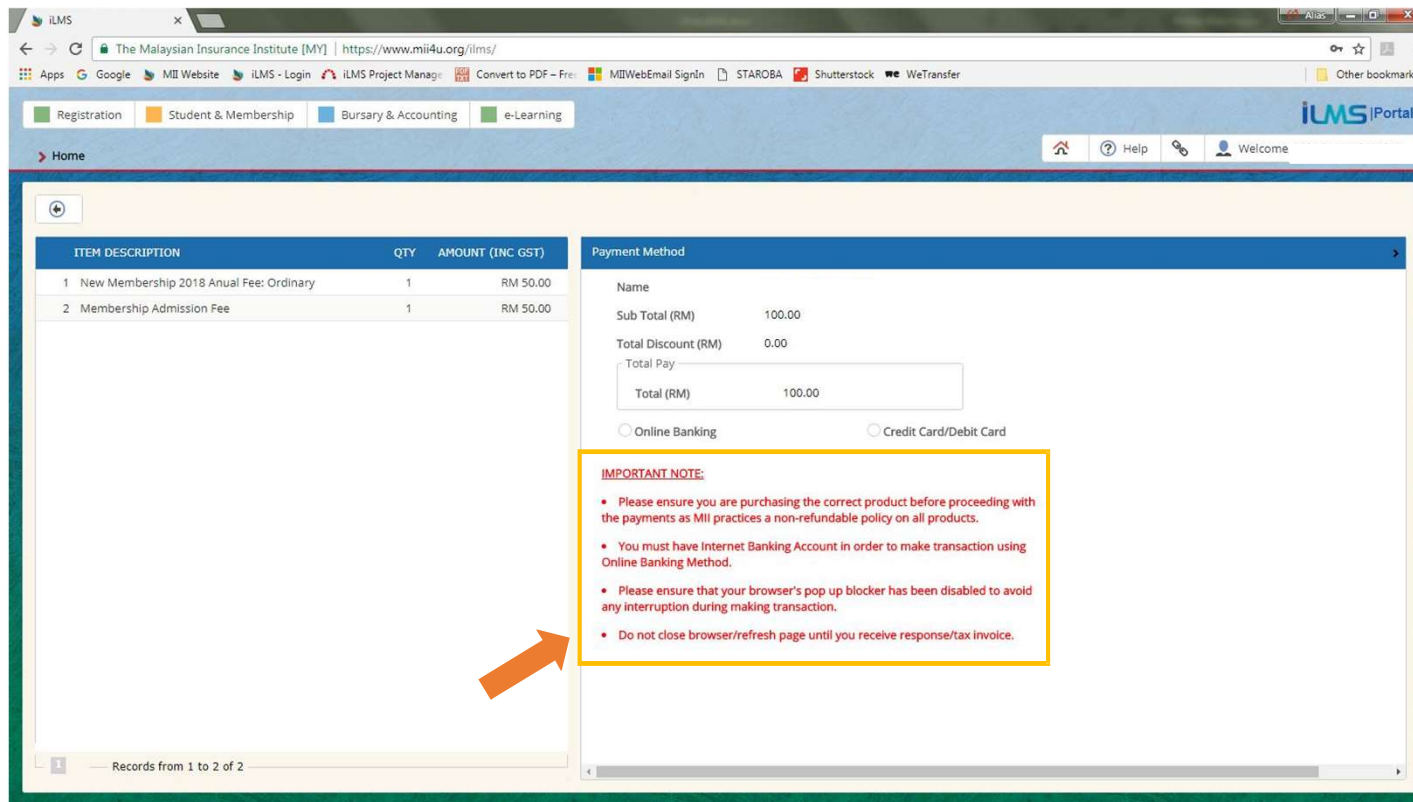| CATEGORY	LEVEL	REQUIREMENT
Affiliate	Individual	• All individuals engaged or employed in an insurance related field or in the financial services sector.
	Student & Educator	• Open to all active students, undergraduates, lecturers, teachers of educational institutions recognised by the Ministry of Education (MOE) or Ministry of Higher Education (MOHE). • This category is not applicable for MII students.

*For more details on MII Membership Categories, please visit :
https://www.insurance.com.my/membership/becomeourmember

Important Note: Please select your Membership Category wisely as MII has the right to approve or disapprove your application even though you have successfully made payment and received you receipt.

12. Payment Process

Fill in necessary payment details. Please read the important note before complete the payment process.

Upon successful transaction, a payment receipt will be issued and can manually be printed.