

RMC RENEWAL APPLICATION FORM

NOTES

1. If your certification has expired, you are required to apply for re-qualification for RMC.
2. **Renewal* fees: \$1,500 / 3 years** [* For application, assessment and certification]
 - If paying by cheque, please make cheque payable to “Institute of Management Consultants (Singapore)” and
 - Indicate clearly your RMC no. and full name at the back of the cheque.
3. You are required to meet the RMC Continuing Professional Development (CPD) requirement of at least 90 CPD hours per triennium, of which at least 65 hours should be from structured learning. Please update your CPD records using the prescribed [form](#) and submit it together with this application. Do keep records of your participation in CPD activities which must be produced when requested.
4. All sections of the application form are to be duly completed and signed, and submitted together with all supporting documents and payment. Incomplete submission will not be accepted for processing.
5. Submit this form together with the supporting documents via email to secretariat@imcs.sg indicating your name and RMC number. You may make online payment by bank transfer to:

Bank A/C Name : Institute of Management Consultants (Singapore)
 Bank A/C No. : 070-002517-5 DBS Bank

PayNow : UEN Number: S92SS0089A
 QR Code



Please indicate your RMC number as payment reference.

6. Alternatively, you may send to submit the completed application or cheque payment to:

Institute of Management Consultants (Singapore)
60 Paya Lebar Road, #07-15 Paya Lebar Square
Singapore 409051

APPLICANT

RMC Number	RMC -	<input style="width: 95%;" type="text"/>
Full Name (as in NRIC / Passport)	<input style="width: 100%;" type="text"/>	

CONTACT PARTICULARS

Please indicate if your contact information has changed. If not, leave field blank.

Correspondence Address	<input style="width: 100%;" type="text"/>		
	<input style="width: 100%;" type="text"/>		
Business Phone	<input style="width: 95%;" type="text"/>	Mobile Phone	<input style="width: 95%;" type="text"/>
Home Phone	<input style="width: 95%;" type="text"/>	Email	<input style="width: 95%;" type="text"/>

SUBMISSION CHECKLIST

- Duly completed and signed renewal form
- Completed and signed RMC Continuous Professional Development Form
- Three (3) originals of written positive client testimonials
- Cheque or online payment of \$1,500

DECLARATION

I declare that:

1. The information provided for the re-certification of my RMC and accompanying information supporting documents are true and correct to the best of my knowledge and that I have not withheld/distorted any material facts.
2. I am not an undischarged bankrupt and I have never been charged or convicted in any Court of Law or detained under the provisions of any written law.
3. I am not presently, nor have I been within the past three years, the subject of any civil legal action directly relating to my management consulting practice.
4. I am not presently, nor have I been within the past three years, the subject of any consumer complaint filed with a consumer protection agency such as the Consumers Association of Singapore.
5. I am not presently, nor have I been within the past three years, the subject of any disciplinary action by a management consulting professional association.
6. I have not been debarred from any government schemes/programmes, etc. I acknowledge and agree that the RMC Certification Board (RMC-CB) / IMCS reserves the right to ascertain the applicant's claims with relevant parties (e.g. government agencies, associations, client contacts).
7. I am agreeable that the RMC-CB / IMCS has the right to verify and obtain information with all parties as they think fit, with regards to the information and supporting documents provided by me in this application.
8. I hereby agree that IMCS may collect, obtain and store my personal/business data for administration of my application and use (via phone call, notices, emails or mail) to inform me of future events, updates, news and materials related to RMC-CB/IMCS.
9. I have read and understood the SS680:2021 standard fo management consultant.

Upon being re-certified as a Registered Management Consultant:

9. I shall continue to abide by the RMC Code of Professional Conduct and will be subjected to any disciplinary actions by the Institute if I breach the conditions stated in the Code of Professional Conduct #.
10. I shall inform RMC-CB, without delay, on matters that can affect the capability of myself to continue to fulfil the certification requirements.

Refer to details on the RMC Code of Professional Code from this link: bit.ly/3i28R6g

SIGNATURE

Name	<input style="width: 95%;" type="text"/>	Date	<input style="width: 95%;" type="text"/>
Signature			