

## Instruction For filling Application form CME Credit points

- 1) Click on Accreditation Login
- 2) If account is not created then create new account with accreditation code
- 3) Then login with your login details and follow the below instructions
- 4) Apply online Credit points application Form.

- Attach CME Program scheduled copy in jpg format.
- If Credit points application submitted successfully. You will get Application Number.
- Please Pay CME application fees online.
- If your application has been approved for CME credit points Then you will get approval Email of credit points from MMC .

**NOTE:** If CME program hour is less than 3 hours then application for CME will be rejected.

- 5) Once CME/Workshop/Conference has been completed . Please Submit faculty ,delegates, observer details of attendance online.

- Click on view button for respective CME NO.
- Enter speaker Details (Speaker Registration Number , Attended lecture, CME Points) then Click on Add button.
- Enter Delegate Details (Registration No, CME Points) then Click on Add Button.
- Once delegate list completed then click on Submit Button.
- Take print out of Reports of attendance with credit points of faculty ,delegates and observers. And take signature of Observer, President/Secretary.
- Then pay CME credit points fees online against your CME application number.
- Once payment done successfully. Take receipt of it .
- Send Reports of attendance with credit points of faculty ,delegates and observers with signature to MMC office with online payment receipt.
- If you have not paid credit points fees then you cannot apply for Next CME credit points application.