

Manual for Public for Renew Application in BAPEQS

- 1) Open any browser
- 2) Type <http://online.mod.gov.bn/bapeqs> then press enter
- 3) Browser will show online portal BAPEQS



- 4) Browser will show main page. Have 3 type of registration,
 - Registration : for first time need do registration
 - Practicing Services : after done do registration, user can do practicing services
 - License for Multi Discipline and Corporate Practice : additional services either Body Corporate or Partnership





5) For renew application, user need to click on Renewal button at bottom.




6) System will show application that can be renewal as below sample.

Action	Application ID	Full Name	Form Type	Application Type	Application Status	Application for Year	Brunei Identifi No
  	AIDR0385	Ahmad Zulfikhri Bin Hashim	Architect	New	Application Certified	2019	01-091280

- 7) Click on edit button  for renewal process.
- 8) System will show full detail of registration form that need to renewal. User need to click button Renewal  for renewal application for next year. System will ask to confirm renewal then click OK button.

Are you sure , you want to 'Renew '

- 9) After do renewal process, user can update any information on white field (example: address, mobile number or email and any related to update). After done update, kindly click button Save Draft  then all information are updated.

Registration (Edit,Process NameId-30878)


Application for Registration

Remarks	\$15,000.00 need to paid for this application		
Application ID	AIDR0385	Application Status	Pending Renewal
Form Type	Architect	Application for year	2019
Application Type	Renew	Last Renewal Year	
Renewal Registration No		If Renew, Please State Previous Practicing Certificate No.	

Personal Particulars

Full Name	Ahmad Zulfikhri Bin Hashim *	Telephone No.	-
Place of Birth	Brunei Darussalam	Mobile No.	+6738202676
Citizenship	Bruneian	Email	azulfikhri@gmail.com
Gender	Male		
Date of Birth	18/03/1997		
Brunei Identification Card No.	01-091280		

10) After do update, user now can submit the application for next year by click button

Submit . Then system will confirm for submit by click Ok. System will show Application for Year is 2020 (mean for next year).

Application ID	AIDR0385	Application Status	Pending Verification (Admin Staff)
Form Type	Architect	Application for year	2020
Application Type	Renew	Last Renewal Year	2019
Renewal Registration No	00120AR	If Renew, Please State Previous Practicing Certificate No.	
If Renew, Please State Previous Registration No.			

11) Under application status page, will show application for year as 2020.