

Tutorial for Registration for Associate Member of BEAM Society Limited (BSL)

1) On [Online Training Portal - Online Services Registration Page](#)

Choose “**General Member**”, then click the “Continue” button.

2) If done correctly, the following message will be shown after completing your registration.

Thank you for your registration.

Please note that your registration will be processed within the next 10 working days.
A confirmation email will be sent to the email address you provided, with a login user ID and password.

If you do not receive that email, please send an email to enquiry@beamsociety.org.hk providing your name as shown on your HKID/passport and registration date for us to follow up your registration.

Thank you for your patience and understanding.

3) Upon confirmation of your registration, you will receive two emails regarding the login information for your account (Email Address and Password).

**** For Existing General members of the Online Training Portal, please login to your account and proceed to step 6.**

4) Login to the Online Training Portal and click “BSL Membership” for registration.



5) Click the “New Application” button to register for the Associate Member.

6) Fill in the registration form accordingly. You must attach ALL of the following documents, otherwise the application may not be entertained.

- a) Curriculum Vitae
- b) Certificate(s) of Education
- c) Certificate(s) of Professional Institute (if any)
- d) Proof of Supporting Organisation (if any)

7) BSL will upon receipt of your application, send an acknowledgement of receipt via email within 7 working days. For applicants who have not received the acknowledge email within 7 working days after submission of their applications, please contact us at 3610 5729 or by email at membership@beamsociety.org.hk