

Flow of Application and Examination for Certification as Registered Microbiologist

1. The applicants shall submit the accomplished application form and the required documents (printed and electronic copy) to the Certification Board (CBd) Secretary, who shall assign a reference number for each application. The application form [PAM-PRF-001] can be obtained from the Downloads Section of the PAM website, which includes the requirements for the certification and its scope.
2. The deadline for submission is August 15 of each year.
3. The CBd evaluates the qualifications of the applicants.
4. The applicants shall be informed by the CBd Secretary of the status of their application not later than September 15 of each year. The qualified applicants should send the e-copy of the proof payment of the examination fee (i.e bank deposit slip) to the CBd Sec.
5. A test permit with the ID picture of the qualified applicant and the PAM dry seal will be sent to the Examinee by the CBd Secretary. The printed copy of the permit shall be presented on the examination day. PAM shall implement the **No permit, No exam policy**.
5. Thirty (30) working days after the examination, members of the Board of Examiners (BOE) assigned in different fields shall submit the examination results to its Chair who shall summarize all the data.
6. The BOE shall meet en banc to discuss and prepare a written report signed by all examiners to show concurrence to the final results of the examination.
7. The BOE shall submit the letters with the ratings for the examinees and the tabulated master list of the results to the CBd Secretary for counterchecking of computation of average scores of the applicants.
8. After confirmation, the results shall be sent by the CBd Secretary to the CBd Chair, The CBd shall assess if the guidelines for the conduct of the exam were followed.
9. The CBd Chair shall then submit the examination results to the COR Chair. Upon receipt of the COR confirmation, the CBd Secretary shall send out the letters of official results signed by the CBd Secretary and CBd Chair to the examinees through electronic mail. The examinees shall acknowledge receipt of the exam results by sending a signed copy of the notification letter.

10. The CBd Secretary shall send the list of successful examinees and the ten (10) topnotch examinees and their affiliations to the Document and Record Control Officer (DRCO) for posting on the PSM website.
11. Successful examinees must take the oath for Registered Microbiologist within one year from the examination date, otherwise they shall have to retake the certification exam.
12. Payment of approved certification and identification card fees are required before oath taking.
13. After the oath has been taken, the COR Secretary shall assign a registry number to each new registered microbiologist.
14. Certification is valid for five (5) years. Sixty (60) units earned under continuing development program (CPD) are required for renewal of certification.

Flow of Application for Certification as Registered Microbiologist without Examination

The applicants shall submit the accomplished application form and the required documents (printed and electronic copy) to the Certification Board (CBd) Secretary, who shall assign a reference number for each application. The application form [PAM-PRF-002] can be obtained from the Downloads Section of the PAM website, which includes the requirements for the certification and its scope.

- A. A doctorate degree holder in Microbiology or in other related fields can apply for certification as Registered Microbiologist without examination under any one of the following conditions:
 1. has taken a minimum of 24 units of microbiology;
 2. has completed a dissertation in microbiology, which is equivalent to 12 units, and has taken at least 12 units of microbiology courses;
 3. has completed a dissertation in microbiology plus four peer-reviewed research publications in microbiology. One (1) ISI/SCOPUS-indexed scientific article, published within the last seven (7) years, is equivalent to a 3-unit course. At least two of the four articles to be used as equivalencies must have the applicant as the lead/corresponding author.
 4. has taken at least 12 units of microbiology courses plus four peer-reviewed research publications in microbiology. One (1) ISI/SCOPUS-indexed scientific article, published within the last seven (7) years, is equivalent to a 3-unit course. At least two of the four articles to be used as equivalencies must have the applicant as the lead/corresponding author.
- B. Has at least five (5) years of work experience (e.g. teaching and or research in microbiology) during the last seven (7) years.
- C. Must comply with the application requirements as follows:

1. an accomplished application form
 2. transcript of records/true copy of grades
 3. copy of diploma or certification of graduation (BS, MS and PhD)
 4. one recent 2 x 2 photo
 5. proofs of publication requirements (first page only)
- D. Application must be endorsed by a PAM member.
- E. Other requirements:
1. Hard copies of the documents must be sent to: Philippine Academy of Microbiology (PAM), 10403 Lopez Avenue, Batong Malake, Los Banos Laguna 4030.
 2. Soft copies of the documents must be sent via email to: The CBd Secretary at philacadmicro@yahoo.com.
 3. The deadlines for submission of application are: September 30 and March 30 every year.

Under meritorious cases, an MS degree holder in microbiology or in other related fields can apply for certification as RMicro without certification exam provided that he/she satisfies the following requirements:

For Applicants from the Academe

1. Must have taken at least 24 units of microbiology courses which can include Thesis, Special Problem and Practicum in microbiology (with certification from the adviser).
2. Must have attained an Associate Professor rank in a HEI recognized by the Commission of Higher Education.
3. Must have been teaching microbiology subjects for at least (15) years
4. Has published five (5) articles in microbiology in peer-reviewed journals with at least two (2) articles in ISI/Scopus-indexed journals

For Applicants from the Industry

1. Must have taken at least 24 units of microbiology courses which can include Thesis, Special Problem and Practicum in microbiology with certification from the adviser.
2. Must have occupied a supervisory position.
3. Must have been a microbiologist in the industry for at least fifteen (15) years.
4. Has provided solutions or member of the team who provided solutions to at least two microbiology problems that have been utilized in the industry and have led to improvement of product or process (certification of the contribution to the solution of the problem required).

He/she must comply with the application requirements for Registered Microbiologist as follows:

1. accomplished application form (see PAM website)
2. transcript of records and diploma for BS and MS degrees
3. one recent 2 x 2 photo
4. must submit proofs of position, years of experience, required publication(s) and contribution to the solution of microbiology problem(s) where applicable.

Application must be endorsed by a PAM member.

Other requirements:

1. Hard copies of the documents must be sent to: The PAM CHAIR, 10849 Victoria Ela St., Batong Malake, Los Baños, Laguna.
2. Soft copies of the documents must be sent via email to: The CBd Secretary philacadmico@yahoo.com.

The deadlines for submission of application are: September 30 and March 30 every year.