



Our Ref. : IIUM/202/4/1  
Date : 25<sup>th</sup> May 2026

All Deans / Directors  
Kulliyahs / Centres / Divisions / Institutes / Offices / Mahallahs  
International Islamic University Malaysia

Dear YBhg. Dato'/Prof./Dr./Sir/Madam,

*Assalamualaikum Warahmatullahi Wabarakatuh*

**STAFF SERVICE CIRCULAR NO. 17/2026**

**REIMBURSEMENT OF FEE FOR REGISTERED PRACTITIONERS  
UNDER ALLIED HEALTH PROFESSIONS (AHP),  
MINISTRY OF HEALTH MALAYSIA  
- Revision of the rate of reimbursement**

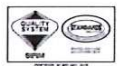
**1. OBJECTIVE**

The objective of this circular is to notify all Deans/Directors of the Kulliyahs / Centres / Divisions / Institutes / Offices / Mahallahs pertaining to the revision of the rate of reimbursement fee for Registered Practitioners under the Allied Health Profession (AHP) Act 774.

**2. BACKGROUND**

2.1 The listed fees under the AHP Act 774 are as follows:

No.	Item	Fees per person (RM)	Reference	Remarks
1.	Registration	50.00	Under Section 17	One-Off payment for the registration
2.	Certificate of Registration	100.00		
3.	Practicing Certificate Application	50.00	Under Section 22 & 23	Every 2 years
4.	Practicing Certificate	200.00		
<b>TOTAL</b>		<b>400.00</b>		



- 2.2 The Staff Service Committee (SSC) Meeting No. 4/2024 held on 10<sup>th</sup> September 2024 had approved the reimbursement of fees payment for AHP Practicing Certificates for the **Registered Practitioners under the Allied Health Professions (AHP) of SASMEC @IIUM at the rate of RM200.00 for every two (2) years only.**
- 2.3 It was also decided in the meeting that the **Registration, Certificate of Registration and Practicing Certificate Application Fee are excluded** and the source of fund for reimbursement of AHP fee is from the SASMEC @IIUM's Internal Fund.
- 2.4 The SSC also agreed that the reimbursement of AHP Practicing Certificates fees is extended to other KCDIO such as Allied Health Science (KAHS), Kulliyyah of Medicine (KOM) and IIUM Sejahtera Clinic (ISC), which have the same professions. The source of funds for reimbursement is from operating budget for professional membership fees.
- 2.5 The Ministry of Health Malaysia (MOH) has obtained approval from the Ministry of Finance Malaysia (MOF) for the reimbursement of fees for registered practitioners of allied health professions in the public sector under Act 774, specifically for officers on Grade 8 and below, including the reimbursement of receipts for the years 2022 and 2023. The approval was granted via MOF's letter dated 4th February 2025 with reference number MOF.600-37/1/2 Jld. 7 (17).

This approval is an extension of the earlier approval granted by MOF on 14th April 2023 through letter reference MOF.DS.600-37/1/2 Jld. 4 (18), which was applicable only to allied health professionals on Grade 9 and above.

- 2.6 The approval of the reimbursement fees to the registered allied health professions is subject to the following conditions: -
- i) Officers are required to register with the relevant professional body and must be able to verify this requirement under the relevant Act;
  - ii) The registration is necessary for the officer to perform their core and official duties in the interest of the service;
  - iii) The Government shall bear the **registration fees** for registered allied health practitioners among officers and assistant officers, which include the fee for the issuance of the **practitioner registration certificate**, the fee for the issuance of the **practising certificate**, as well as the **renewal fee for the practising certificate every two (2) years.**
  - iv) For the issuance fee of the registration certificate and the certificate/practicing certificate, payment is only made once throughout the service period;
  - v) This facility is provided through a reimbursement claim, which must be accompanied by a receipt;
  - vi) The registration fees for the registered allied health practitioners are to be borne using the current year allocation of the Ministry of Health Malaysia (MOH) and agencies with Kader Officers, and must comply with the prevailing financial regulations; and
  - vii) Applications for additional allocations to the Ministry and the Ministry of Finance (MOF) will not be considered.



2.7 The revised rates of reimbursement fees are as follows:

No.	Item	Current Fees per person (RM)	Remarks	Item	Revised Fee per person (RM)
1.	Registration	50.00	One-Off payment for the registration	Registration	50.00
2.	Certificate of Registration	100.00		Certificate of Registration <i>(once in service)</i>	100.00
3.	Practicing Certificate Application	50.00		Practicing Certificate <i>(once in service)</i>	200.00
4.	Practicing Certificate	200.00	Every 2 years	Renewal Practicing Certificate <i>(every 2 years)</i>	200.00
<b>TOTAL</b>		<b>400.00</b>			<b>550.00</b>

2.8 Details and responsibility of the relevant agencies related to the above approval are as follows:-

- i) Reimbursement claims for practitioner fees are eligible for payment to the allied health professions practitioners as specified in the above table.
- ii) Extension of the reimbursement claim for registered allied health practitioner fees to officers in Grade 8 and below;
- iii) Reimbursement claims for registered allied health practitioner fees for the year 2022 for officers in Grade 9 and above; and
- iv) Reimbursement claims for registered allied health practitioner fees for the years 2022, 2023, and 2024 for officers in Grade 8 and below.

### 3. DECISION

3.1 The Staff Service Committee (SSC) Meeting No. 1/2026 held on 12<sup>th</sup> February 2026 approved the revised rate of reimbursement of AHP Practicing Certificates fees. The details of the Guidelines are provided in *Appendix A*.

3.2 The effective date of implementation is **12<sup>th</sup> February 2026**, i.e. the date of SSC Meeting No. 1/2026 which endorsed the decision.

3.3 With the issuance of this circular, the Staff Service Circular No. 26/2024 is superseded.



All Deans/Directors are kindly required to disseminate this information to all relevant staff at the Kulliyahs/Centres/Divisions/Institutes/Offices/Mahallahs.

Thank you. *Wassalam.*

**"LEADING THE WAY"**



**WAN NAJIHAH NURASHIKIN BT. WAN ABDULLAH**  
Executive Director  
Management Services Division  
International Islamic University Malaysia

c.c. : Rector  
: Deputy Rector (Academic and Internationalisation)  
: Deputy Rector (Research, Innovation and Development)  
: Deputy Rector (Student Development and Community Engagement)  
: Executive Director, Finance Division  
: Campus Director, IIUM Kuantan Campus  
: Legal Adviser

*WNN/KA/AMA/nas2250*



**REIMBURSEMENT OF FEE FOR REGISTERED PRACTITIONERS  
UNDER ALLIED HEALTH PROFESSIONS (AHP),  
MINISTRY OF HEALTH MALAYSIA**

No.	Item	Description																		
1.	Definition	A financial facility provided to eligible staff whereby the cost of professional registration or related fees paid to be recognised as a registered allied health practitioner under the <b>Allied Health Professions Act 2016 (Act 774)</b> is reimbursed by the University.																		
2.	Rate	The rates of reimbursement fees are as follows: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th style="background-color: yellow;">No.</th> <th style="background-color: yellow;">Item</th> <th style="background-color: yellow;">Fee per person</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Registration fee (once in service)</td> <td>RM50.00</td> </tr> <tr> <td>2.</td> <td>Certificate of Registration (<i>once in service</i>)</td> <td>RM100.00</td> </tr> <tr> <td>3.</td> <td>Practicing Certificate (<i>once in service</i>)</td> <td>RM200.00</td> </tr> <tr> <td>4.</td> <td>Renewal Practicing Certificate (<i>every 2 years</i>)</td> <td>RM200.00</td> </tr> <tr> <td colspan="2" style="text-align: center;"><b>TOTAL</b></td> <td><b>RM550.00</b></td> </tr> </tbody> </table>	No.	Item	Fee per person	1.	Registration fee (once in service)	RM50.00	2.	Certificate of Registration ( <i>once in service</i> )	RM100.00	3.	Practicing Certificate ( <i>once in service</i> )	RM200.00	4.	Renewal Practicing Certificate ( <i>every 2 years</i> )	RM200.00	<b>TOTAL</b>		<b>RM550.00</b>
No.	Item	Fee per person																		
1.	Registration fee (once in service)	RM50.00																		
2.	Certificate of Registration ( <i>once in service</i> )	RM100.00																		
3.	Practicing Certificate ( <i>once in service</i> )	RM200.00																		
4.	Renewal Practicing Certificate ( <i>every 2 years</i> )	RM200.00																		
<b>TOTAL</b>		<b>RM550.00</b>																		
3.	Criteria	The criteria of reimbursement are as follows:- <ul style="list-style-type: none"> <li>i) It is a compulsory requirement for staff to be registered with the professional body as stipulated under the Act; and</li> <li>ii) The registration is necessary for the staff to carry out their substantive duties due to legal requirement and exigency of the service.</li> </ul>																		
4.	Eligibility	Eligibility for reimbursement is as follows: <ul style="list-style-type: none"> <li>i) Reimbursement claims for practitioner fees are payable to allied health practitioners as specified by the <b>Allied Health Professions Act 2016 (Act 774)</b>;</li> <li>ii) Reimbursement claims are extended to officers in Grade 8 and below under the scheme of service listed in Schedule 2 of Act 774, who are assigned to activities related to allied health that directly or indirectly impact patient care, individual health, or the public health;</li> <li>iii) Reimbursement claims for the year 2022 are applicable to officers in Grade 9 and above; and</li> </ul>																		



No.	Item	Description
		<p>iv) Reimbursement claims for the years 2022, 2023, and 2024 are applicable to officers in Grade 8 and below; and</p> <p>ii) The reimbursement of AHP Practicing Certificate fees is also extended to other Kulliyah/Centre /Division/Institute/Office/Mahallah (KCDIOM) such as Kulliyah of Allied Health Science (KAHS), Kulliyah of Medicine (KOM) and IIUM Sejahtera Clinic (ISC), where similar professions exist.</p> <p>The source of funding shall be from the operating budget allocated for professional membership fees.</p>
5.	Implementation	<p>The approval of reimbursement is subject to the following conditions:</p> <p>i) Staff must be registered with the relevant professional body and be able to verify this requirement under the Act;</p> <p>ii) The registration must be necessary for the staff to perform their core and official duties in the interest of the service;</p> <p>iii) Fees for issuance of registration and practicing certificates are payable only once throughout the service period;</p> <p>v) Claims must be submitted on a reimbursement basis and supported with valid receipts;</p> <p>v) The reimbursement shall be charged to the current year allocation of the Ministry of Health Malaysia (MOH) or relevant agencies with Kader Officers, subject to prevailing financial regulations; and</p> <p>vi) Applications for additional allocation from the Ministry or the Ministry of Finance (MOF) will not be considered.</p>

Secretariat  
Staff Service Committee  
Management Services Division  
12.02.2026

