

PRACTITIONER

Go to the website  
[www.msccouncil.org.nz](http://www.msccouncil.org.nz) -  
log into your user profile  
and apply for your Annual  
Practising Certificate (APC)

**Note:** a Sales Order (SO)  
number is then generated  
- pass this information  
onto your employer and  
include your registration  
number

EMPLOYER

The employer then pays MSC and emails remittance/details to  
[accounts@medsci.co.nz](mailto:accounts@medsci.co.nz)

**REMITTANCE** includes:

- practitioner name/s
- practitioner SO number/s and/or registration number/s
- the amount being paid

Medical Sciences  
Council  
(MSC/the  
Council)

**For your information:**

The Council do not send out invoices. So don't wait  
for an invoice to pay your APC fees.