



Payment Mechanism for the BQA Service Charges by Local Institutions

1. Payment Mechanism for the BQA Service Charges by Local Institutions

BQA service charges will be through the eGovernment National *Portal*- Kingdom of *Bahrain* (Bahrain.bh).

The diagram below shows the payment scheme for the BQA service charges to be paid by the local beneficiaries.

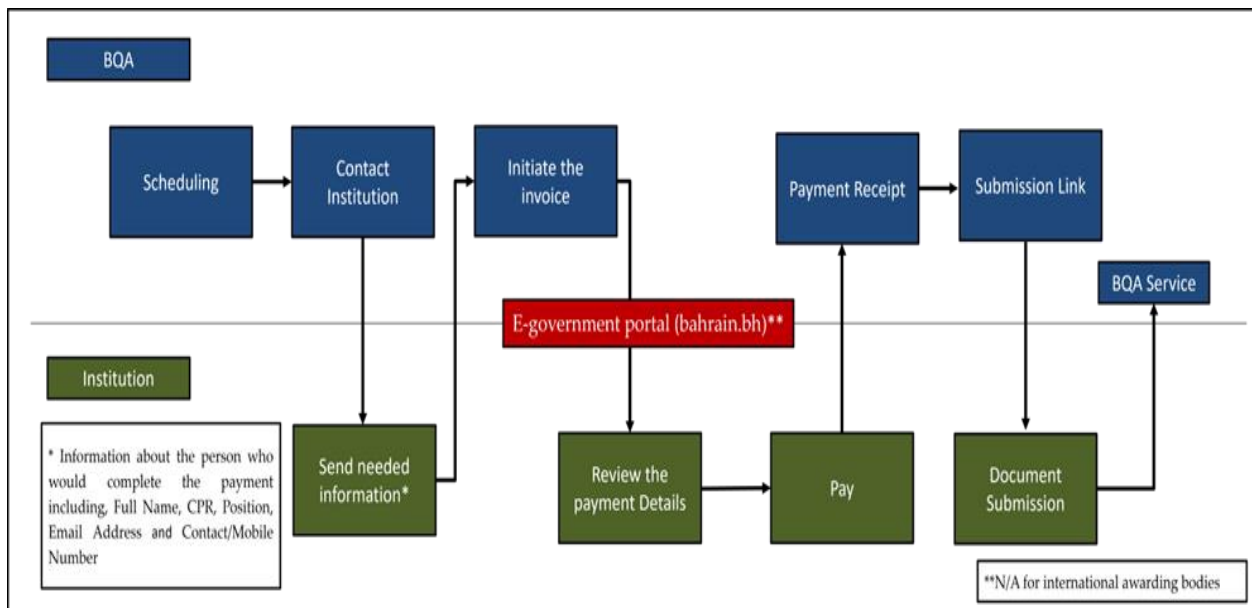


Diagram 1: The scheme of payment mechanism for the BQA service charges to be paid by the local beneficiaries

1.1 Details of the Payment Mechanism for the BQA Service Charges to be paid by the local institutions

Step 1:

Upon the Authority's approval of the services plan for education and training institutions, the beneficiary will be contacted and notified of the date of service-related document submission. The beneficiary will identify the nominee for the payment completion.

Step 2:

The beneficiary will provide the Authority with the nominee's details to complete the payment process. The invoice will be issued and sent to the beneficiary via the eGovernment National Portal—Kingdom of *Bahrain* (bahrain.bh).

Step 3:

An e-mail will be sent from the eGovernment National *Portal*- Kingdom of *Bahrain* (bahrain.bh) to the beneficiary containing an invoice for the service charges, as shown in Figure (1).

Dear Applicant,

Please complete the payment process by clicking on the Payment Link, as shown in the below table.

| Invoice Details | |
|--------------------------------|---|
| Invoice Number | 83716 |
| Entity | Education & Training Quality Authority |
| Category | BQA |
| Service | Placement Alignment of Single Unit Qualifications |
| Name | |
| Commercial Registration Number | 00000 |
| Fees (BD) | 1,000.000 |
| Number of Quantities | 1 |
| Payment Link | Click here |

For any further inquiries, please contact the Education & Training Quality Authority at 17562431.

Note: This is an auto generated message from eGovernment Channel, please do not reply to this email.

Figure (1): Service Charges Invoice Form

The beneficiary must click the Payment Link for full payment details, as Figure (2) illustrates.

Payment Service Q Search Go

This service, provided by the Information and eGovernment Authority (IGA), allows users to pay the transactions.

i Click here for Instructions
▼

Invoice Details

Invoice Number: 83716

Entity Name: Education & Training Quality Authority

Category Name: BQA

Service: Placement Alignment of Single Unit Qualifications

Service Fees (BD): 1,000.000

Number of Quantity: 1

Commercial Registration Number: 00000

Name: Maryam Instituion

Applicant Mobile Number: 17562422

Applicant Email: maryam.janahi@bqa.gov.bh

Exit
Pay

Figure (2): Service Charges Invoice Form


Step 4:

The beneficiary shall review the payment details, verify their correction, and click the "Pay" button to complete the process. The beneficiary can choose the preferred payment mechanism as indicated in Figure (3).


Payment Information

| | |
|---------------------|---|
| Service Name | : Placement Alignment of Single Unit Qualifications |
| Reference No | : Commercial Registration Number 00000 |
| Total Amount | : 1000.000 BHD |


Select Payment Method



BenefitPay



Debit



Visa/Amex/Master/JCB

Cancel

Figure (3): Payment Options

Step 5:

A receipt will be issued after completing the payment process via the eGovernment National *Portal* - Kingdom of *Bahrain* (bahrain.bh). Therefore, the beneficiary must provide the Authority with a copy thereof.

Upon receiving the receipt, the Authority's concerned directorate will communicate with the beneficiary to provide it with the submission link of the required service documents; then the procedures for the service provision will be initiated upon the receipt of the required documents.
