



A P E G S

Association of Professional Engineers
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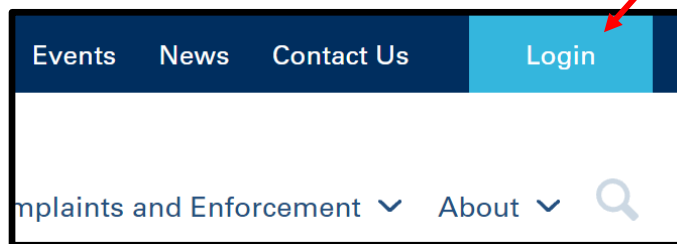
Certificate of Authorization “Easy Payment”

For Official Reps

Updated Jan 22, 2019

The C of A account is accessed through any of the Official Rep’s accounts, not separately.

Step 1: One of the Official Reps logs into their **personal** APEGS Central account. Click **Login** in the top right corner of the APEGS website www.apegs.ca



Step 2: Enter your User ID and password for your **personal** APEGS Central account.

User ID is your 5-digit registration number.
Use a preceding zero if it is a 4-digit number.

Use Forgot password if necessary.
Check your spam filter before contacting APEGS. Email apegs@apegs.ca if you have trouble.
Note: Some business spam filters do not allow email from APEGS. If so, you may have to make your home email address preferred.

... see over

Step 3: Select 'My Profile' to access the C of A information associated with you.

Achieving a safe and prosperous future through engineering and geoscience

Home

Shortcuts

- My Profile
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APEGS
Association of Professional Engineers & Geoscientists of Saskatchewan

Welcome to APEGS Central [Read more](#)

Welcome, [Name] Here is the latest news for you.

Coming soon - The new "Easy Renewal" process 4d

When paying for your dues for 2019, a new online process will guide you through the steps to update your information and pay your dues.

Step 4: Scroll down to the 'Official Rep – C of A' box and select the applicable Company Name. This will re-direct you to the C of A record.

Official Rep - C of A

Official Rep - Certificate of Authorization

Company Name

Your associated company name(s) will be shown here.

Step 5: In the 'Invoices' box, select 'Invoices'. Follow the instructions on screen.

Invoices

[Invoices](#)

Notes:

- Leave Address Line 1 as the main contact person's name and do not adjust the address types.
- At least one Official Rep must have personal annual fees paid in full before any C of A fee can be paid.