



Board of Editors in the Life Sciences

[www.bels.org](http://www.bels.org)

## Certification Checklist

Below is a checklist we have provided for your use. Please be sure to update and record each step as you complete it.

I have completed or assembled these items for my application:

- Application form
- 3 letters of reference
- Payment for \$US65
- Copy of transcript or diploma  Resume or CV
- I submitted my application to BELS on (date) \_\_\_\_\_.
- On (date) \_\_\_\_\_ I received my acceptance into candidacy; I am eligible to register for any examination until (month & year) \_\_\_\_\_.
- On (date) \_\_\_\_\_ I submitted my registration to BELS. I included in the submission:  my completed registration form,  payment for \$US250.
- I have asked to be registered for the examination to be held in (city) \_\_\_\_\_ on (date) \_\_\_\_\_ at \_\_\_\_\_ P.M. On (date) \_\_\_\_\_
- I received my ticket of admission and receipt.

If you have any questions, e-mail [info@bels.org](mailto:info@bels.org).

If you do not receive an admission ticket to the examination for which you have submitted a registration form and fee by 5 days before the examination, contact the Registrar: Leslie Neistadt, 314-977-7811, [neistadt@slu.edu](mailto:neistadt@slu.edu).

**YOU WILL NOT BE ADMITTED TO AN EXAMINATION WITHOUT A TICKET.**