

Prosedur Upgrade Keanggotaan Perdami

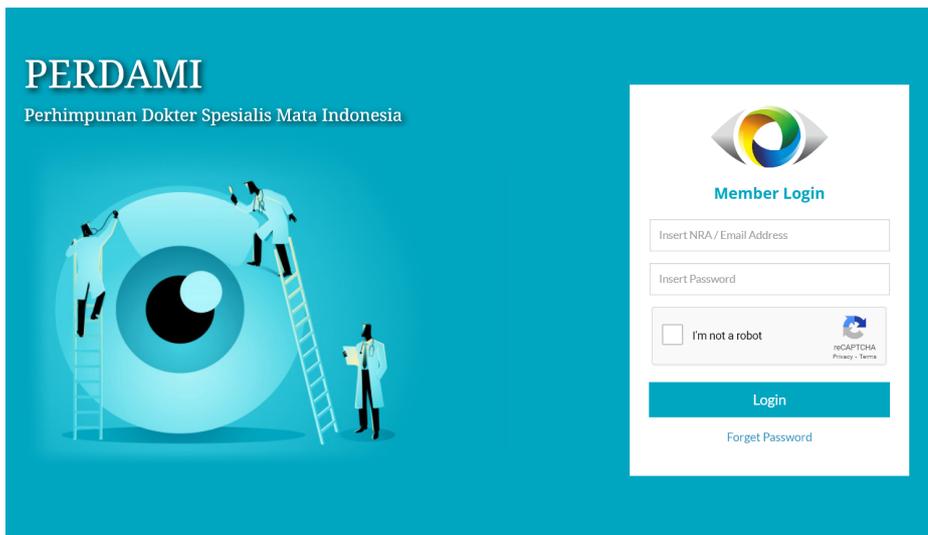
Anggota Muda Perdami hanya memiliki akses yang terbatas pada aplikasi keanggotaan Perdami. Berikut adalah modul-modul yang tidak dapat diakses oleh Anggota Muda:

1. P2KB
2. CME
3. E-Learning
4. Video Sessions

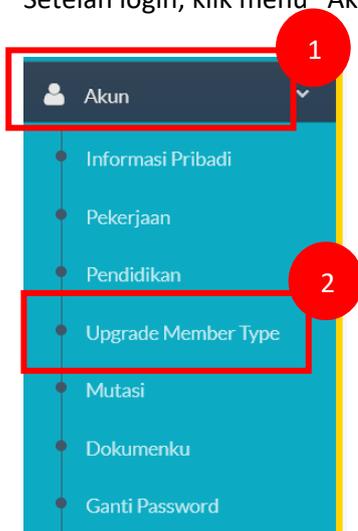
Untuk mendapatkan akses ke modul tersebut, anggota harus mengupgrade jenis keanggotaan mereka menjadi ANGGOTA BIASA. Berikut langkah-langkah mengupgrade jenis keanggotaan:

A. Anggota

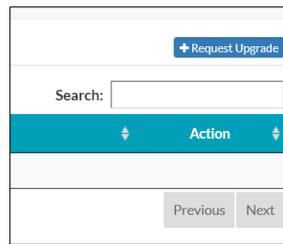
1. Login di halaman berikut: <https://member.perdami.or.id> dengan NRA dan password Anda



2. Setelah login, klik menu "Akun" lalu klik sub menu "Upgrade Member Type"



3. Pada halaman Upgrade, klik tombol “Request Upgrade” pada sebelah kanan layar.



4. Upload file ijazah Anda, dan isikan tanggal kelulusan. Setelah itu, klik tombol “Proceed To Payment” untuk melakukan pembayaran.

A screenshot of the 'Manage Account' page. The title is 'Manage Account'. Below it is the section 'Request Upgrade Member Type'. The form contains the following fields:

- Ijazah Dokter Mata *: A file upload field with a 'Browse...' button and the text 'No file selected.'. Below it, it says 'Max 1 mb. JPG/PNG/PDF'.
- Tanggal Lulus *: A date input field with the text 'Sesuai Ijazah' below it.
- Uang Pangkal: A text field with the value 'IDR 1,000,000'.
- Iuran Anggota: A text field with the value 'IDR 1,000,000'.
- Total Biaya: A text field with the value 'IDR 2,000,000'.

At the bottom of the form is a green button labeled 'Proceed To Payment'.

5. Pilih metode pembayaran yang Anda inginkan, lalu lakukan pembayaran sesuai instruksi yang ada.

A screenshot of the 'Manage Account' page. The title is 'Manage Account'. Below it is the section 'Upgrade Member Type'. A green banner at the top of this section says 'Upgrade Request has been successfully submitted'. Below the banner is a table with the following details:

Request Date	November 13, 2021, 14:42
Request Status	Waiting Payment
Ijazah Dokter Mata	16367893742260-ijazah.jpg
Tanggal Lulus	August 17, 2021
Invoice Number	UPG-1000088
Uang Pangkal	IDR 1,000,000
Iuran Anggota	IDR 1,000,000
Total Invoice Amount	IDR 2,000,000
Payment Status	UNPAID

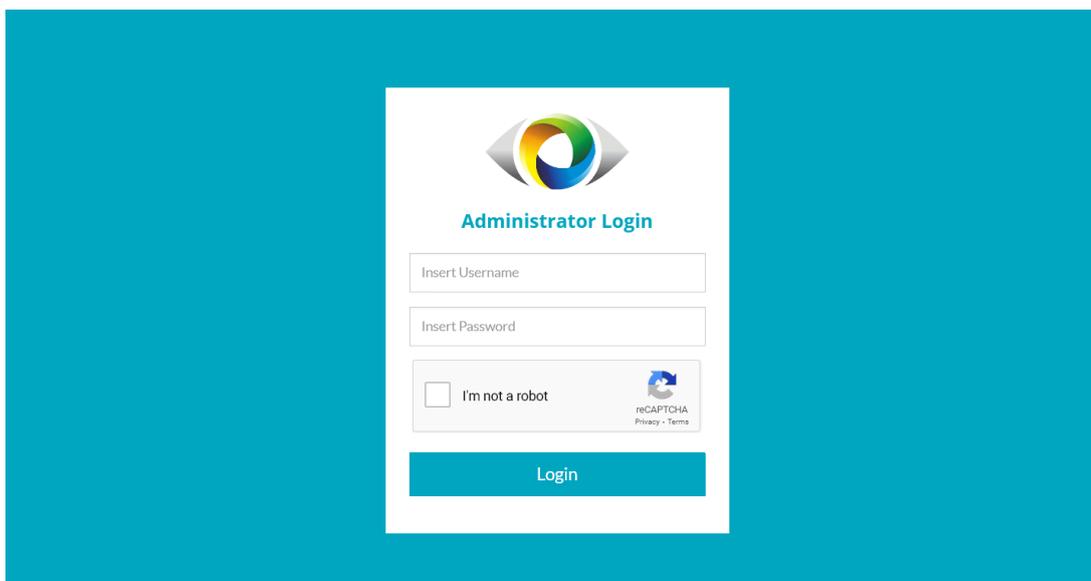
Below the table is the section 'Pilih Pembayaran' with the 'espaq' logo. There are three tabs: 'ATM / Virtual Account Transfer' (selected), 'Credit Card', and 'Others'. Under the 'ATM / Virtual Account Transfer' tab, there is a radio button labeled 'VA MANDIRI' and a 'Submit' button.

- Setelah pembayaran selesai, maka status pengajuan menjadi "Waiting Approval", dimana admin akan mengecek dokumen yang Anda upload, dan memberikan approval jika sudah sesuai.

Manage Account	
Upgrade Member Type	
Request Date	November 13, 2021, 14:54
Request Status	Waiting Approval
Ijazah Dokter Mata	16367900567655-ijazah.jpg
Tanggal Lulus	November 10, 2021
Invoice Number	UPG-1000089
Uang Pangkal	IDR 1,000,000
Iuran Anggota	IDR 1,000,000
Total Invoice Amount	IDR 2,000,000
Payment Status	PAID
Payment Method	Mandiri ATM
Payment Date	November 13, 2021, 14:55
Espay UUID	e891afe11f31487c1450f2b23d291fb89807b2ee

B. Admin Pusat

- Login di halaman berikut: <https://perdami.or.id/member/admin> dengan username dan password Anda



Administrator Login

Insert Username

Insert Password

I'm not a robot

reCAPTCHA
Privacy - Terms

Login

2. Setelah login, klik menu “Anggota Perdami”, kemudian sub menu “Upgrade Anggota”



3. Klik tombol “Detail” pada pengajuan upgrade yang ada pada tabel

Perdami Member

Member Upgrade Request

Show 10 entries Search:

No	Request Date	Member Name	NRA	Invoice	Total	Payment Status	Request Status	Branch	Action
1	November 13, 2021, 14:54	TIARA BUNGA INDIARSIH	031462141	UPG-1000089	2,000,000	PAID	Waiting Approval	Perdami Sumatera Selatan	Detail
2	September 20, 2021, 18:04	RICHARD F. SUMAMPOW	0101132007	UPG-1000087	2,000,000	PAID	Approved	Perdami Sulawesi Utara	Detail
3	September 20, 2021, 17:12	MATILDA SUSANTO	0101122006	UPG-1000086	2,000,000	PAID	Approved	Perdami Sulawesi Utara	Detail
4	September 20, 2021, 08:07	LINDA WIRA PUTRI	020560929	UPG-1000085	2,000,000	PAID	Approved	Perdami Sumatera Barat	Detail

4. Pada halaman detail pengajuan, klik tombol "Approve Request" untuk menyelesaikan proses upgrade. Tombol ini hanya muncul untuk pengajuan yang sudah lunas pembayarannya.

Perdami Member ◀ Back

Member Upgrade Request Detail Approve Request

Request Date	November 13, 2021, 14:54
Request Status	Waiting Approval
Name	TIARA BUNGA INDIARSIH
NRA	031462141
Branch	Perdami Sumatera Selatan
File Ijazah Dokter Mata	16367900567655-ijazah.jpg
Tanggal Lulus	November 10, 2021
Invoice Number	UPG-1000089
Uang Pangkal	IDR 1,000,000
Iuran Anggota	IDR 1,000,000
Total Invoice Amount	IDR 2,000,000
Payment Status	PAID