ISVSC
INTERNATIONAL SPECIALIZED
VERIFICATION SERVICES CO.

The international Specialized Verification Services Co.

"How To Apply for DataCheck Services"

Ministry of Health – Kuwait

Step One

- Visit the MOHK official Portal at https://mohk.datachecksa.com

- Click on login icon. And sign up for new account

LOGIN

Email *

⊠ |@gmail.com

Password *

🔒 ••••••••••••

Image Code *

AHJN

Refresh Code

Image Code

LOGIN   Forgot Password

Don't have an account? **Sign up Now!**

Step Two

- Click on the 'Login' tab
- If you are a new user, click the "Sign Up Now" tab
- You can track the status of your application by entering your Applicant Email ID and Password or by visiting www.isvsc.com.sa "Check Application Status"

EMAIL ADDRESS *

Email address

PASSWORD *

Enter password

IMAGE CODE *

JGLT

Enter colde

Refresh code

LOGIN

Forgot Password

Don't have an account? **Sign up Now!**

ttps://isvsc.datachecksa.com/portal/register.html

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Step Three

- Authenticate your Mobile number and your Email ID
- Provide your Email ID and click on the "Login" tab

LOGIN

EMAIL ADDRESS *

> Email address

PASSWORD *

> Enter password

IMAGE CODE *

JGLT

Enter colde

Refresh code

LOGIN   Forgot Password

Step Four

- To change your Password, enter your email ID and click on "Submit"
- Login to your email inbox and follow the link and steps.
- Proceed to the 'Login' page and reenter your Applicant Email ID with your new Password
- You will receive a confirmation email comprising the changed Password

FORGOT PASSWORD

YOUR EMAIL*

Enter your email address

SUBMIT

Step Five

- You will be landed on the "Dashboard" Page
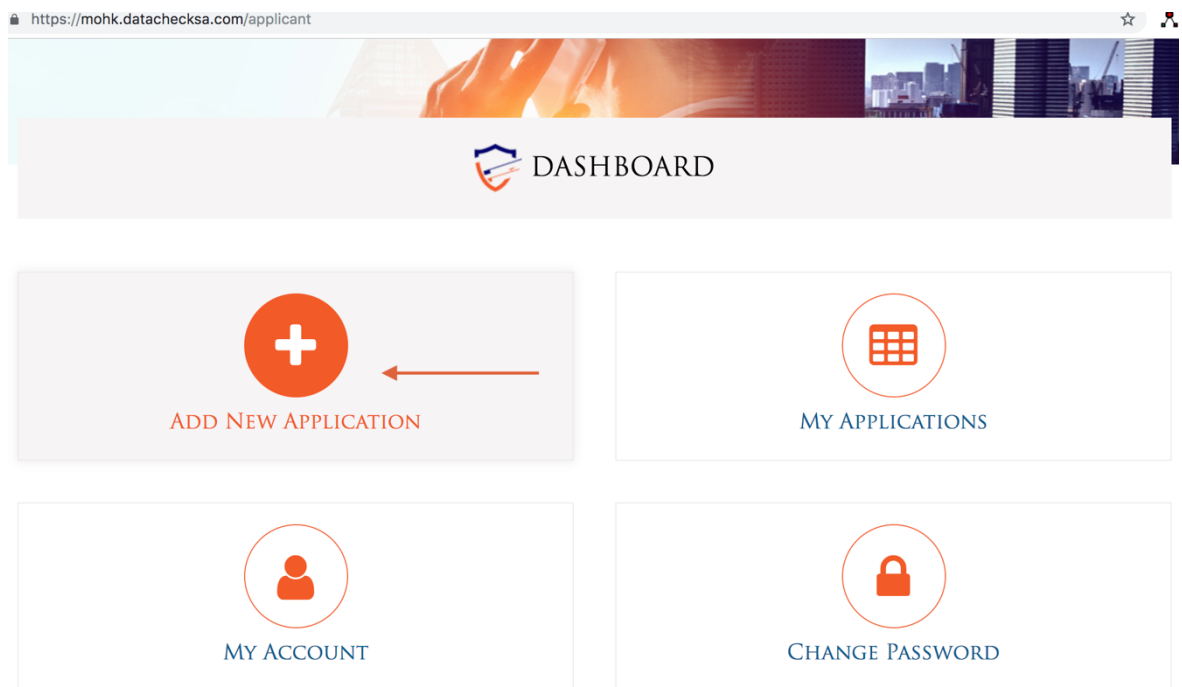- Click on "Add New Application" Tab.

Step Six

- Fill the 'Personal Details' form and click on the 'Submit' tab.
- Note: Information Submitted has to be matched with your official passport/ID.
- Upload Clear and Complete Copy of Passport/ID
- Download the Letter of Authorization sign it and upload it into the specified tab. "electronic Signature is not acceptable"
- If you changed your name or if your name as per documents is not matching with your passport, please provide legal document indicating change of name.

ADD NEW MAIN INFORMATION

| 1.Main Information | 2.Credentials Information | 3.Application Review | 4.Payment |

Basic Information

* Mandatory Fields
All information should be filled based on [passport]

First Name (Enlgish)*
First Name (Enlgish)

Last Name (English)*
Last Name (English)

Personal Email

Mobile Number

Nationality*
-- SELECT --

Country Of Birth*
-- SELECT --

Residence Country*
-- SELECT --

Passport Number*

Civil ID*

Attachments

FILE UPLOAD INSTRUCTIONS
File type accepted: pdf,jpg,jpeg,gif,png
Max file size accepted: 5 MB

Upload Passport CopyFile
Choose Files No file chosen

Upload Letter of Authorization
Choose Files No file chosen   Please print then sign and upload

Upload Name Change Document ?
Choose Files No file chosen

SAVE AND NEXT

Step Seven

- Choose the component you want to verify. Please note that you can add multiple credentials on your application!
- Complete the component Details Form.
- Upload Clear and Complete copy of your credentials.
- Click on "Save" Tab.

Your changes have been saved successfully. ✖

| 1.Main Information | 2.Credentials Information | 3.Application Review | 4.Payment |

🎓 Add Educational Credential | 💼 Add Employment Credential | 📷 Add Health License Credential

No Credentials entered yet!

PREVIOUS ←

ADD EDUCATIONAL CREDENTIAL ✖

* Mandatory Fields
All information should be filled based on [provided document]

Institution Country
-- Select --

Institution Name
-- Select --

Applicant name as per document

Qualification Attained
-- Select --

College Name

Major Subject

Roll No

Registration No

Start Date
-- Year -- | -- Month -- | -- Day --

End Date
-- Year -- | -- Month -- | -- Day --

Document Issued Date
-- Year -- | -- Month -- | -- Day --

Conferred Date
-- Year -- | -- Month -- | -- Day --

Step Eight

- Add Employment and License Credentials same as the education form.
- After you complete all the credentials Click on "Next" Tab.

Your changes have been saved successfully. ❌

1.Main Information	2.Credentials Information	3.Application Review	4.Payment

🎓 Add Educational Credential   💼 Add Employment Credential   📷 Add Health License Credential

#	CREDENTIAL	INSTITUTION COUNTRY	INSUFFICIENCY FULLFILLMENT STATUS	CREATED ON
1.	Education-PHD (ddd)	Andorra		24/04/2019

PREVIOUS   NEXT ⬅

Step Nine

- Review your application and check your credentials details
- After you complete review of all credentials Click on "Submit" Tab.
- You can add comment or message you would like to send it to DataCheck Team in regards to your application.

1.Main Information	2.Credentials Information	3.Application Review	4.Payment

Application Information

Client Name	Client Reference Number	Applied for Non Physician	First Name (Enlgish)
First Name (Arabic)	Middle Name (English)	Middle Name (Arabic)	Last Name (English)
Last Name (Arabic)	Maiden Name (English)	Maiden Name (Arabic)	Alias Name (English)
Alias Name (Arabic)	Identity Type	Civil ID	Passport Number
Old Passport Number	Personal Email	Professional Email	Mobile Number

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Educational Certificate	Transcript of Records	Other File
🖼 24/04/2019 👁		

Applicant Comment

PREVIOUS   SUBMIT

Step Ten

- Finalize the payment based on the credentials submitted using your Credit Card
- Click of "Continue to CheckOut" Tab

1.Main Information	2.Credentials Information	3.Application Review	4.Payment

CREDENTIAL	INSTITUTION COUNTRY	CREATED ON
Education-PHD (ddd)	Andorra	24/04/2019

Net Amount 460 SAR

Vat Amount 23 SAR

Total 483 SAR

CARD NUMBER

EXPIRY DATE
YYMM

SECURITY CODE

HOLDER NAME

PREVIOUS   **CONTINUE TO CHECKOUT**

Final Step!

- You will receive a confirmation email including your application reference and copy of your payment receipt.
- You can print your Payment Receipt from the page by clicking on PDF tab.
- You can track the status of your application by entering your Applicant Email ID and Password or by visiting www.isvsc.com.sa "Check Application Status"
- If the document and details provided are incomplete your application will be market as "Insufficient" and an email will be sent to your registered email

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Net Amount 460 SAR
Vat Amount 23 SAR
Total   483 SAR

Notes

Verification payments may be canceled and refunded up to 48 hours of the payment being made with a written confirmation from the client. After 48 hours, refunds will not be accepted.

In case of cancelation Professional fees, 15% will be deducted from the refunded amount.

Refunds will be done only through the Original Mode of Payment.

The amount will be reflected on the cardholder's account within 7-14 working days (does not include weekends and holidays).

Applicant may be requested to provide additional document/information during the application processing, applicant will be contacted 5 times within 90 days, if no response received the application will be closed as insufficient information received and applicant will be entitled to submit new application.

[Print] [PDF]

Refund and Cancelation Policy

- Refunds are available for you if the cancellation has been made within 48 hours where a deduction of 15% administration fees would be made on your cancellation request.
- Please note that you will not be entitled to any refund if you cancel your registration after 48 hours.
- Cancelation required your regulatory approval.
- Please note that your registration fees would be inclusive a 5% Value Added Tax in compliance with the Saudi Arabia Laws where ever required.
- In case of any insufficiency, the ISVSC will contact the applicant 5 times after which, the applicant's case will be closed permanently, making the applicant ineligible for the refund/appeal option.
- For further assistance, or if you are having any kind of trouble to cancel your confirmed registration, please contact ISVSC at Support@isvsc.com.sa as soon as possible, stating your reference number for the purpose of tracking.