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**REPUBLIC OF SOUTH SUDAN  
SOUTH SUDAN GENERAL MEDICAL COUNCIL  
GENERAL MEDICAL COUNCIL ACT, 2014**

**Procedure for Registration and Obtaining the License for  
Practitioners (Chapter VII, Section: 32 -35)**

*As per section 28 of GMC Act 2014, “no person shall practice the profession in the public or private health sector nor employ any person to practice the profession, unless he/she is registered in the appropriate Register”.*

**Here below are the guidance and procedures for application of registration and Licensing for the practitioners:**

**A. Requirements of Preliminary Registration (Internship) of Medical Doctors,**

**Dentists and Pharmacists - Graduates of South Sudan Colleges / Schools:**

1. Copies of academic qualifications signed and authenticated by the Dean of College and Academic Affairs Secretary of the University.
2. A copy of the successful secondary school certificate or equivalent
3. Identification documents (Nationality ID or Passport).
4. Two (2) Passport Photographs.
5. Completion of the registration form.
6. Pay the registration fees after fulfillment of registration requirements

**B. Requirements of Permanent Registration of Medical Doctors, Dentists and**

**Pharmacists - Graduates of South Sudan Colleges / Schools:**

1. Successful completion of the internship.
2. Original Certificate of Internship
3. Original Certificate of Preliminary Registration of Doctors, Dentists and Pharmacists (as applicable)
4. Identification documents (Nationality ID or Passport)
5. Two (2) Passport Photographs
6. Completion of the registration application form
7. Pay the registration fees after fulfillment of registration requirements
8. Internship Logbook/Assessment Form



**C. Requirements of Preliminary Registration of Medical Doctors, Dentists and Pharmacist – Graduates of Non-South Sudan Medical Colleges/Schools**

1. Original academic certificates (authenticated from the relevant specialized authorities)
2. Original academic transcripts (authenticated from the relevant specialized authorities)
3. Accreditation of the academic certificates by the Ministry of Higher Education
4. Authenticated copies of English translation of the academic certificates in case the copies are issued in other languages.
5. A copy of the successful secondary school certificate or equivalent
6. Identification documents (Nationality ID or Passport)
7. Two (2) Passport Photographs
8. Completion of the Application for registration form
9. Pay the application fee
10. Pay the registration fees after fulfillment of registration requirements
11. Verifying of all academic certificates by International Accreditation verification agency (EPIC/Data Flow)

**For South Sudanese and Foreigners who have graduated from Medical College and practiced in a foreign country in addition to the above they require to have:**

12. Certified and attested certificate of registration in country in which he/she was qualified and practicing before applying for registration in South Sudan;
13. Certified and attested evidence of experience or training issued by the country where he/she was practicing before applying for registration in South Sudan.
14. Certified and attested certificate of good standing from the registration authority of the country in which he/ she was practicing before applying for registration in South Sudan.

**D. Requirements of Preliminary Registration of Specialists**

1. Original academic certificates (authenticated from the relevant specialized authorities)
2. Original specialist academic transcripts (authenticated from the relevant specialized authorities)
3. Accreditation of the specialists academic certificates by the Ministry of Higher Education
4. Authenticated copies of English translation of the academic certificates in case the copies are issued in other languages
5. Certificate of Permanent Registration of SSGMC.
6. Identification document (Nationality ID or Passport)
7. Two (2) Passport Photographs



8. Completion of the registration form
9. Pay the registration fees after fulfillment of registration requirements
10. Verifying of all Credentials by International Accreditation agency (EPIC/ Data Flow)

#### **E. Requirements of Permanent Registration of Specialists**

1. Certificate of Preliminary Registration of Specialist
2. Certificate of Completion of Assessment
3. Identification documents (Nationality Identity Card or Passport)
4. Two (2) Passport Photographs
5. Completion of the registration form
6. Pay the application fee
7. Pay the registration fees after fulfillment of registration requirements
8. For Specialists who have graduated and worked in other countries ,in addition to the above thesame conditions as in **C; 11,12, 13** and **14** also apply

#### **F. Requirements of Provisional Registration of Non – South Sudanese Professionals**

##### **Coming to Work in South Sudan:**

1. Original academic qualifications signed and authenticated by the dean of college and Academic Affairs Secretary of the university or institution
2. Authenticated copies of English translation of the academic and transcripts certificates in case the copies are issued in other languages
3. Certified and attested certificate of registration in country in which he or she was qualified and practicing before applying for registration in South Sudan:
4. Certified and attested evidence of experience/Internship and training issued by the country where he or she was practicing before applying for registration in South Sudan.
5. Certified and attested certificate of good standing from the registration authority of the country in which he or she was practicing before applying for registration in South Sudan
6. Curriculum vitae (CV)
7. Letter from the employer in South Sudan be it government, NGO or private sectors: registration will only be given for employment applied for and not transferable without approval of the Council
8. Verifying of all Credentials by International Accreditation agency (EPIC/ Data Flow)
9. Identification documents (Passport)



10. Two(2) Passport Photographs
11. Completion of the registration form
12. Pay the application fee
13. Pay the registration fees after fulfillment of registration requirements
14. Certificate will have a three (3) months probation period

**G. Requirements of Private Practice License for National Practitioners:**

1. A Copy of Nationality ID
2. A Copy of Permanent Registration with SSGMC
3. Appointment letter/ Contract or letter of no objection from the employer, schedule of duties should be provided for part-time practice.
4. Curriculum vitae (CV)
5. In case of New Premises, Inspection Report should be attached.
6. Application & License fees (see the attached fees structure).

**H. Requirements of Provisional Practice License for Non-South Sudanese Practitioners:**

1. A Copy of a valid Passport
2. Introduction letter/job offer from the employer
3. A Copy of SSGMC provisional registration certificate
4. A Copy of current/last practice license (if renewal)
5. Curriculum vitae (CV)
6. A Copy of a valid work permit
7. Application and License fees (see the attached fees structure)

**I. Requirements for Registration Status Certificate (Good Standing):**

1. A recommendation by a registered practitioner of good status (above mentioned referee)
2. A copy of current Registration/Retention certificate and private practice license/  
Provisional license for foreign practitioners.
3. Two (2) colored passport size photos
4. Copy of the Nationality ID/ Passport.
5. Evidence that the practitioner is not under any investigation by the SSGMC
6. Application fees (see the attached fees structure)



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**NB:**

- The initial registration is to be done online through the website ([ssgmc.gov.ss](http://ssgmc.gov.ss)) using the registration portal. The practitioner is required to submit in person his/her original credentials to the office of the registrar for verification.
- The application for practice license is fully online, through the license application portal.
- The application for Registration Status Certificate is fully online, through the license portal.