How To Apply Guide

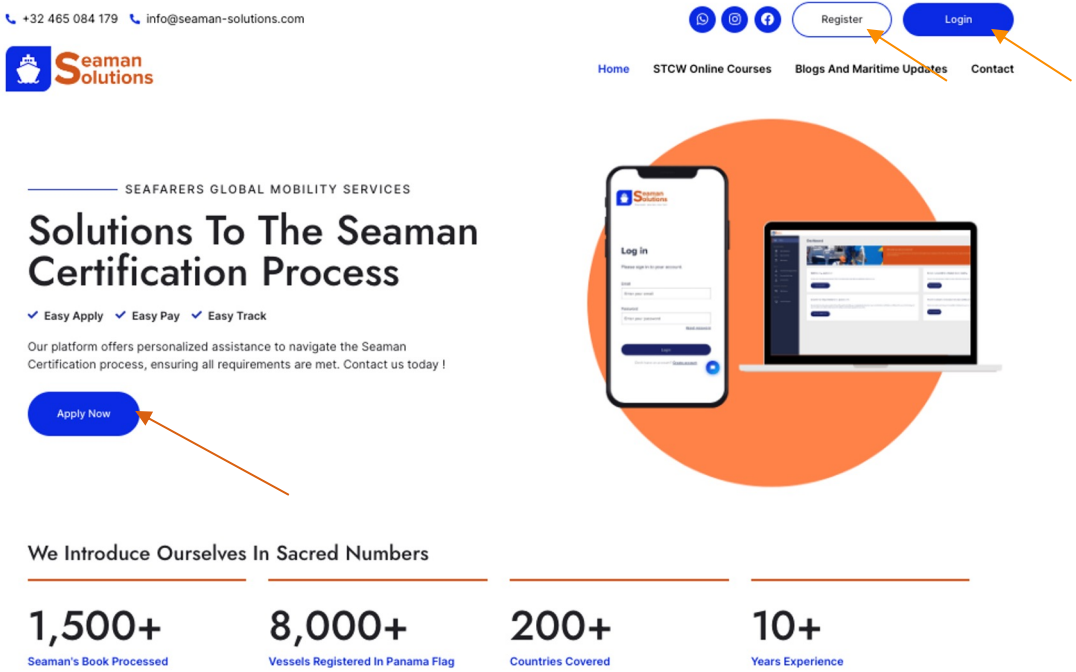
Seaman Solutions

Seafarers Global Mobility Services

Easy Apply
Easy Pay
Easy Track

Step 1

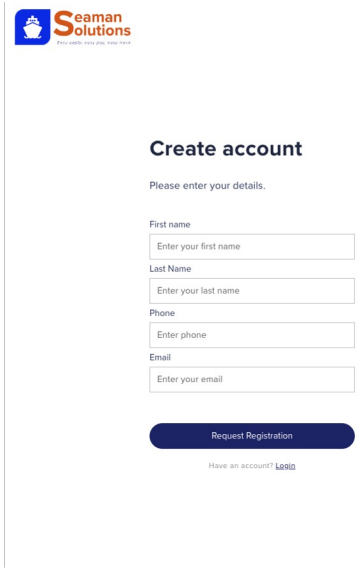
Log in or Sign up for an account from our landing page: https://seaman-solutions.com/



Create an account for Free.

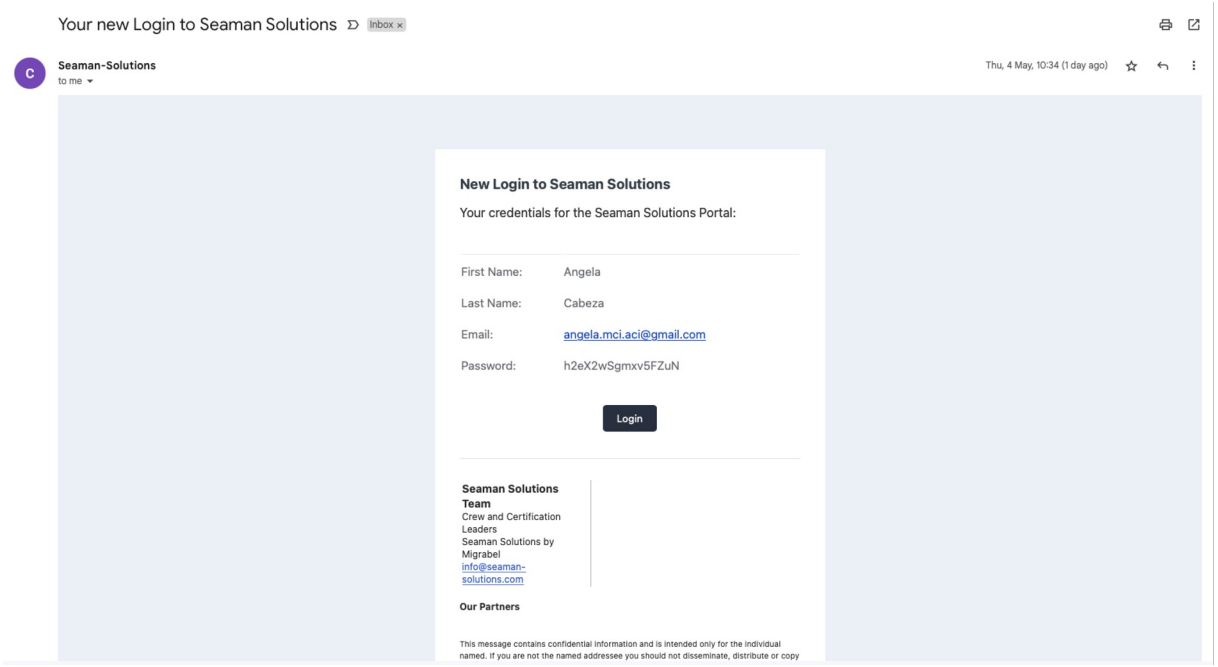
You will receive an email to your personal email with the login information

Step 2



Step 3

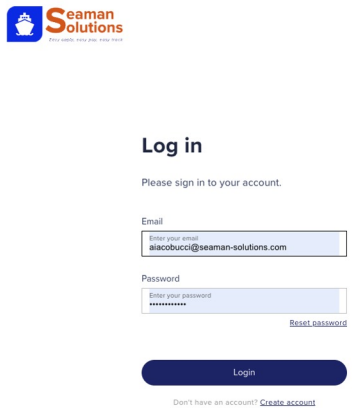
Go to you mailbox and retrieve the login information.



Step 4

Once you have your login information.

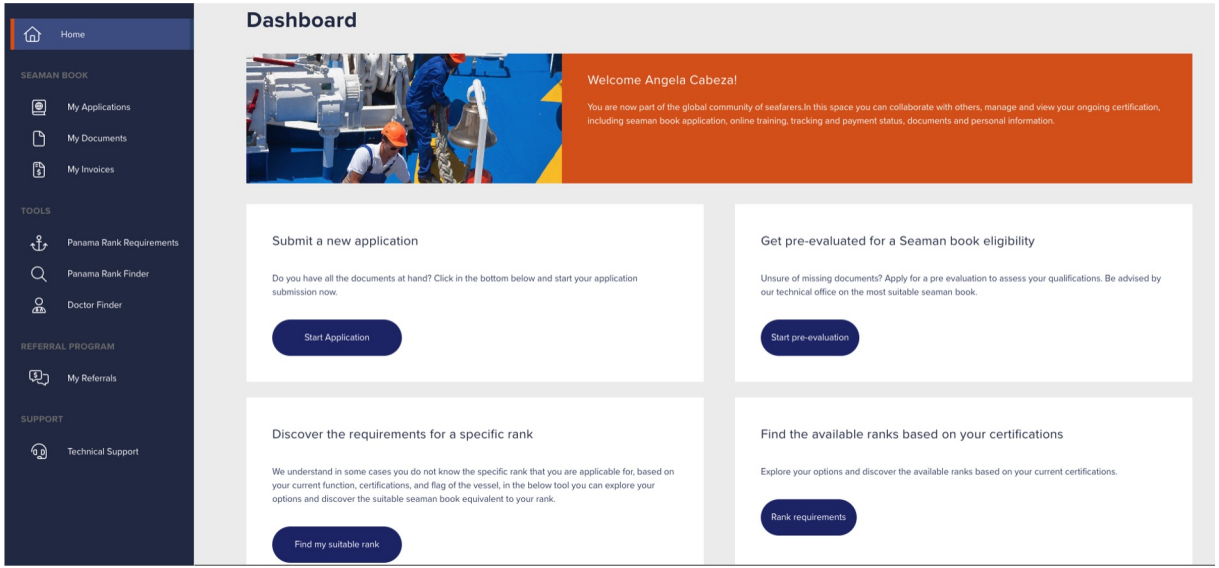
You can Log in: https://portal.seaman-solutions.com/#/login



Step 5

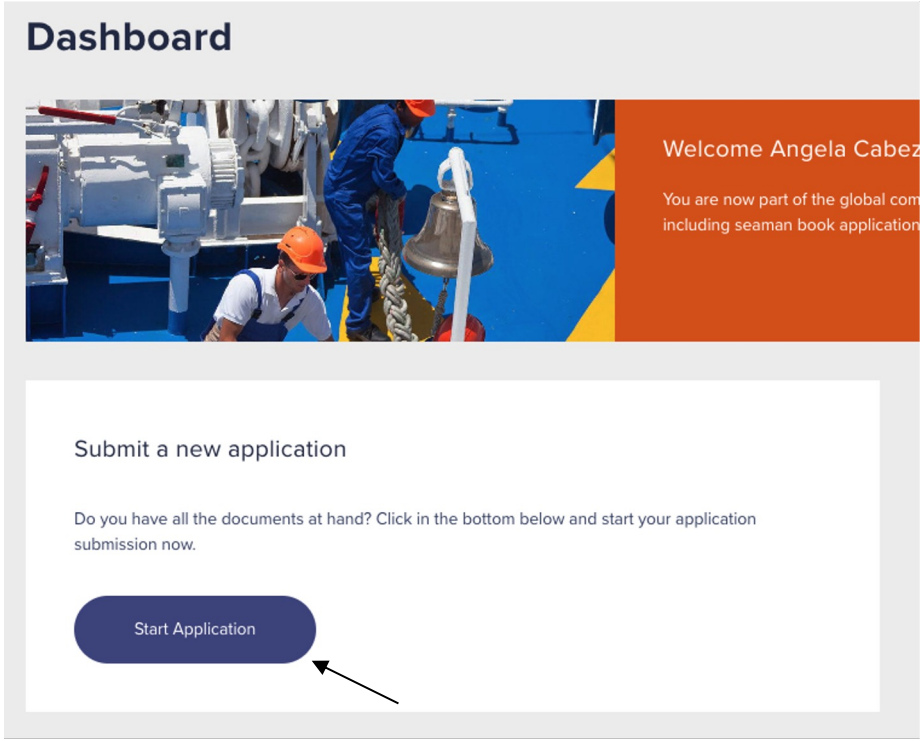
That’s it!

You have now access to your personal space



How to Start an Application?

On your dashboard click on Start Application



Select
Flag State

Select the Flag State you want the Seaman Book From

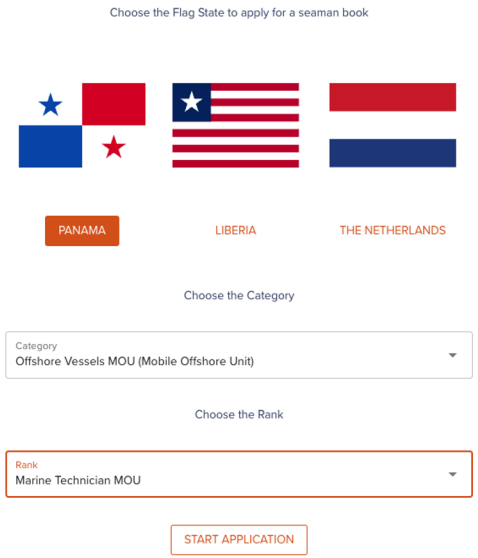
Choose the Flag State to apply for a seaman book

PANAMA LIBERIA THE NETHERLANDS

Unsure about the flag state? Get first **pre evaluated** to know more about the eligibility. Alternatively contact a representative to guide you more about the flag states differences on **+32 465084179**

Select Category and Rank

Within the Flag State Select the category and rank of your Seaman Book



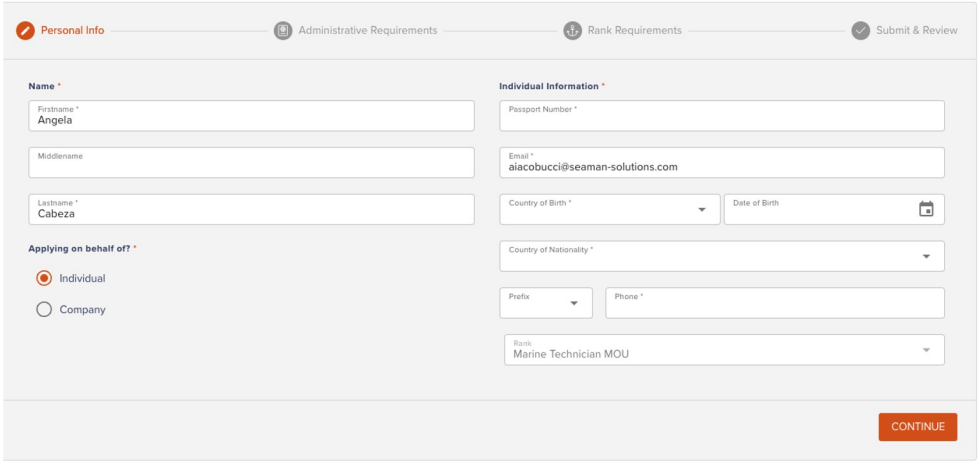
For a seaman book select the Flag State, Category and Rank based on your job function.

Fill in the forms with your personal information and documents

Submit your documents

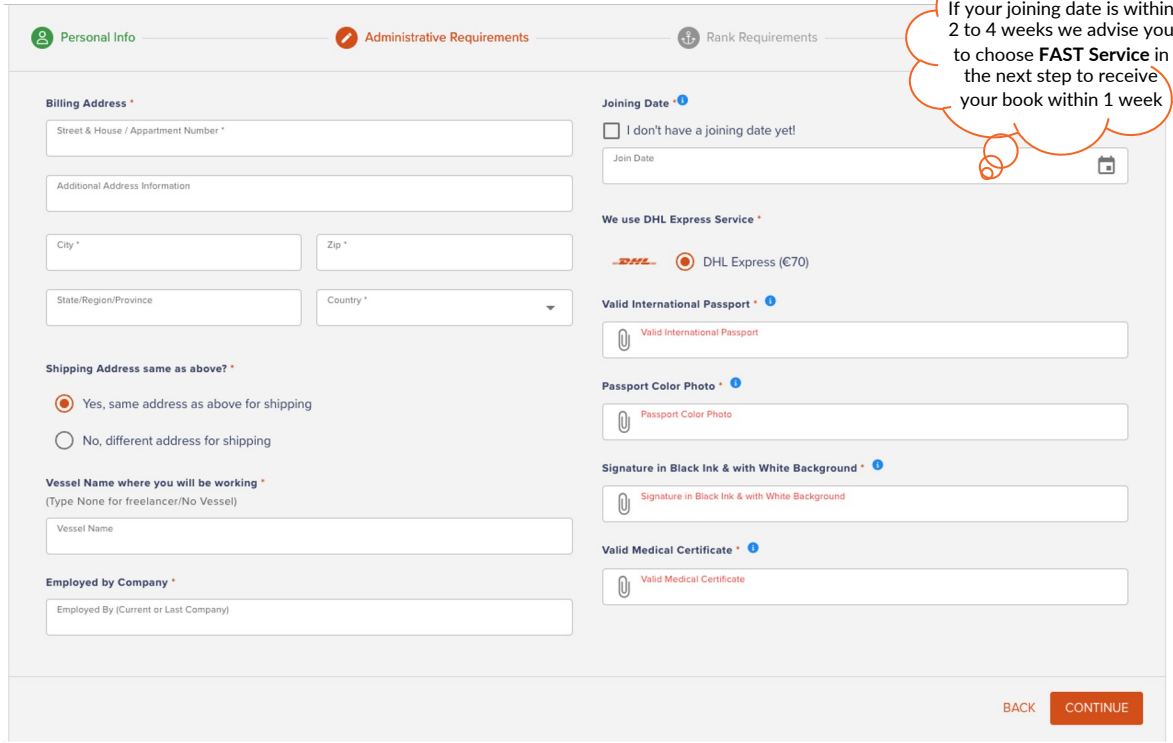
Make sure to fill-in this information as per your valid passport

On the right side you can view the total costs of your application



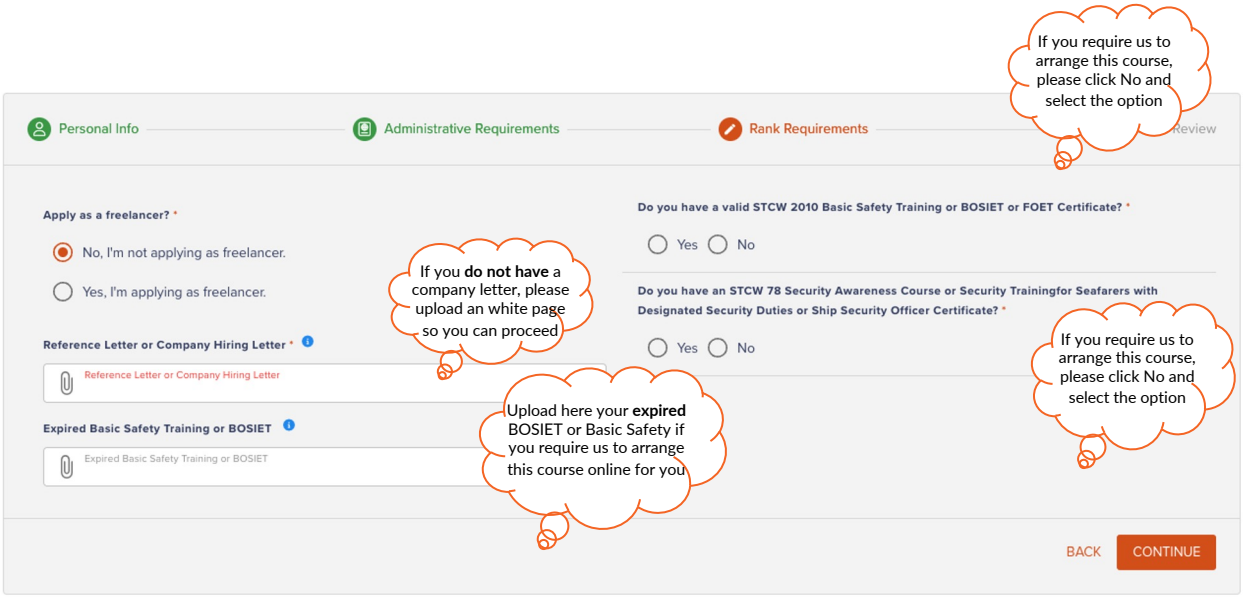
All Administrative Requirements are mandatory to proceed to the next step

Submit the Administrative Requirements



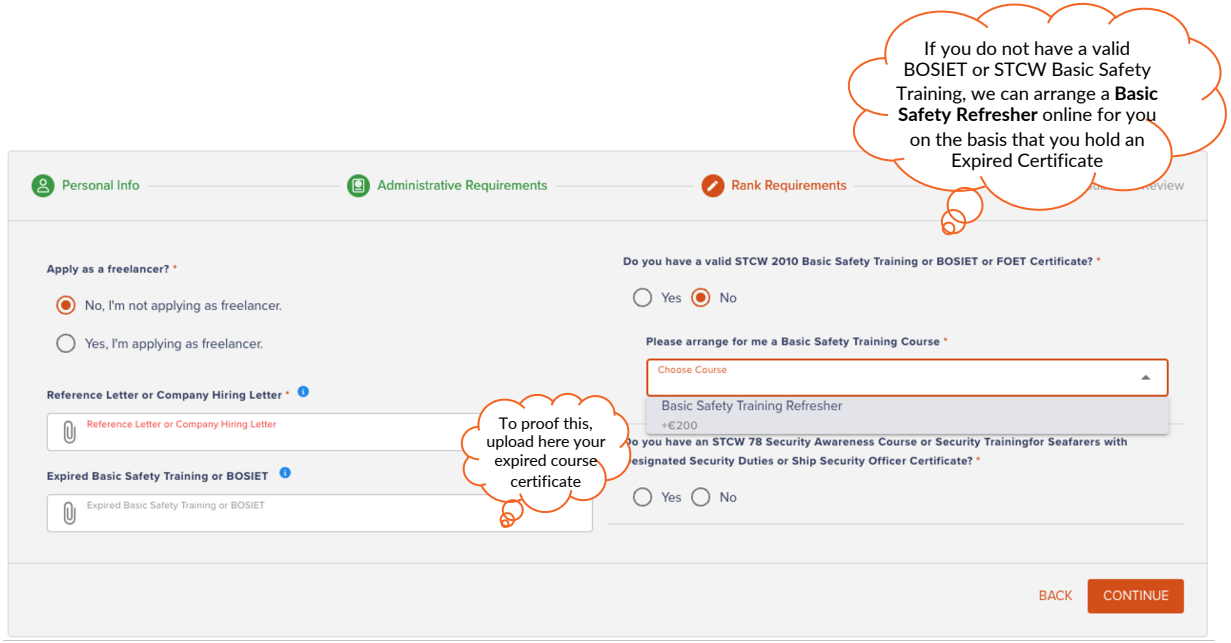
Submit the Rank Requirements

All Rank Requirements are mandatory to proceed to the next step



How the STCW 2010 Online Courses works?

Online Courses



Online Courses

How the STCW 78 Online Courses works?

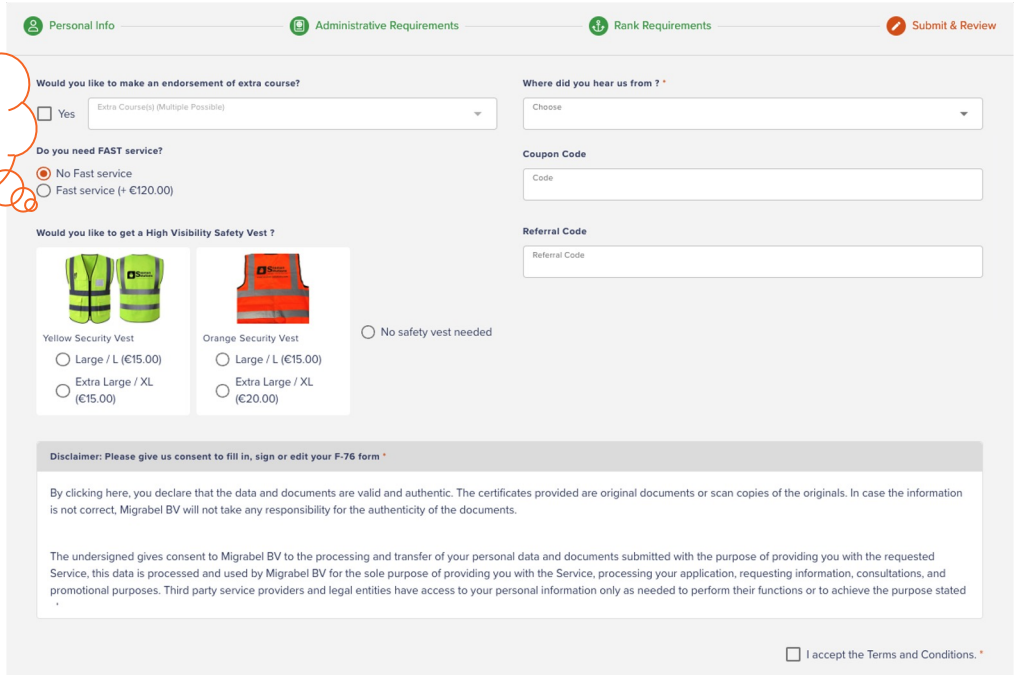
If you do not have a valid **Security Awareness Course with STCW Regulation**, we can arrange it online for you.
You click No and select the most suitable course

All of these courses are **STCW approved** and part of the IMO whitelist of countries accepted under the standards of Maritime in trainings and certifications.

Submit and Send your application for Review to the technical office

Submit & Pay

Remember to select here **FAST Service** to issue your book within 1 week if your joining date is within 2-4 weeks and you **require the full-term to join the vessel/mobilise**

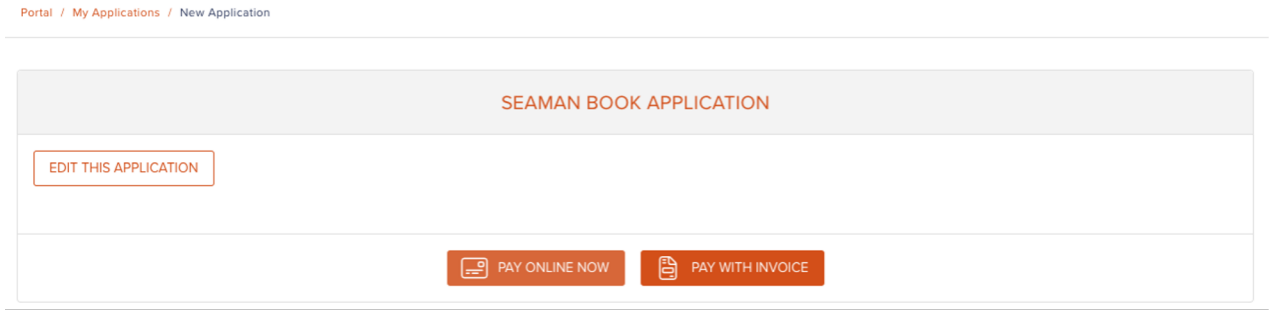


Pay Your Application & Submit For Review

Submit & Pay

Pay Online
If you Pay Online we will start the evaluation and submission of your application, you shall be notified if every document is compliant or if you require anything else.

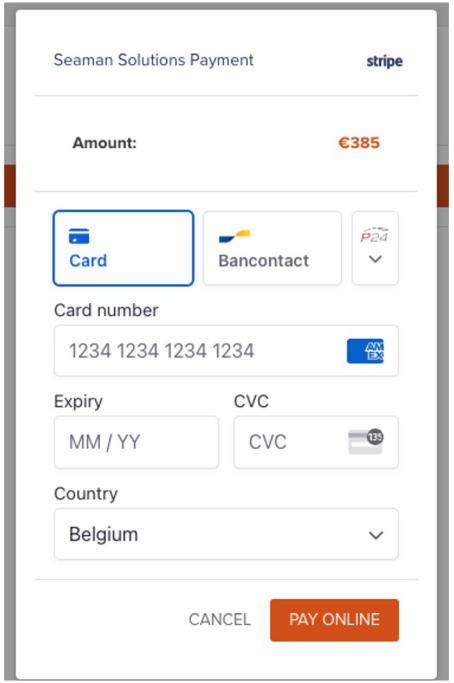
Pay With Invoice
If you select this option, you will receive your invoice to be paid via email, only after the payment is confirmed, we will start the process of the evaluation and submission of your application.



Pay Your Application & Submit For Review

Submit & Pay

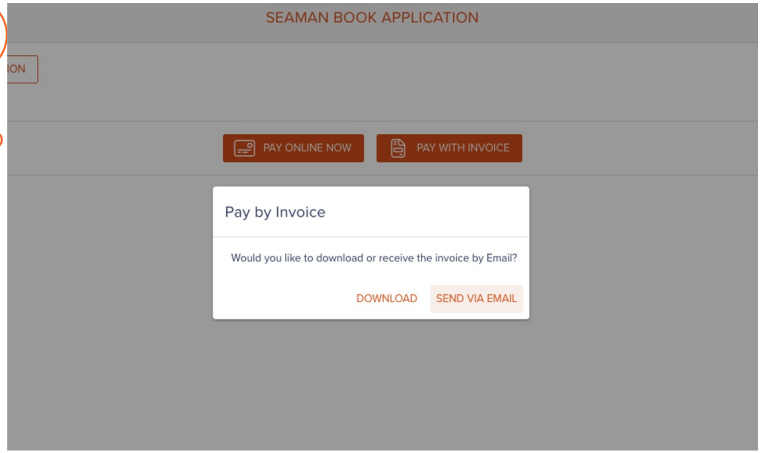
Pay Online
You can use different payment methods, the currency by default is Euros, however different currencies are accepted



Pay Your Application & Submit For Review

Submit & Pay

Pay by Invoice
You can download your invoice or have it sent to your email, via this way you can choose to pay via bank transfer or any other payment method, or pay later.



What happens next?

What to expect after you have submitted your documents and payment?

All updates will be sent via email & phone. Additionally you can **view statuses and documents on your portal.**

You will receive an email with your **paid invoice and confirmation of payment receipt.** The status will automatically change on the portal as well.

If you pay for a **STCW online course,** you will receive an **email with the login information to access** and complete the course. Once the course is completed, please send the certificate to us via email or upload it on the portal. This allow us to proceed with your application.

If you are **missing documents or any document is not valid,** the technical office will inform you via email and assist you with the documents, your application **will be on hold** until we have the valid document and can proceed. Rest assured we will do our very best to solve this in a timely manner.

We process using 2 services: **Normal and Fast.**

1) The **provisional document** which allows you to sail for 3 months, will be issued within 24 h after your documents are reviewed and submitted using both services.

2) **FAST SERVICE** with all documents correct and valid you will receive a scan copy of your full term seaman book within 2 working days. Please note that for the hard copy to be delivered this will solely depend on our courier provider.

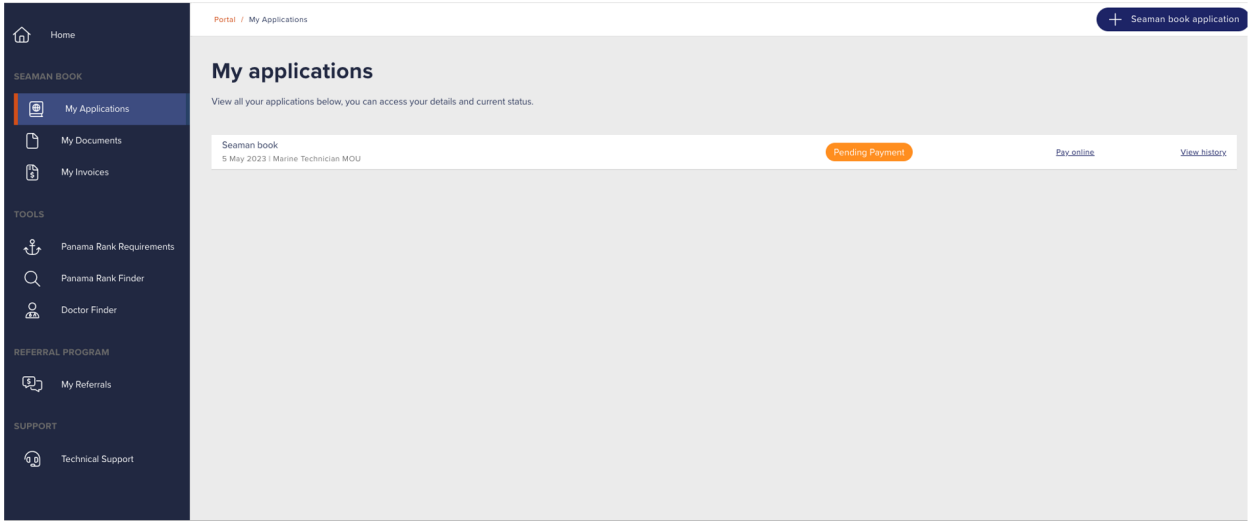
3) **NORMAL SERVICE** with all documents are correct and valid you will receive a scan copy of your full term seaman book 2 to 4 weeks after the provisional document is sent.

Please note that for the hard copy to be delivered this will solely depend on our courier provider.

What happens next?

You can access your dashboard and view the status of your application

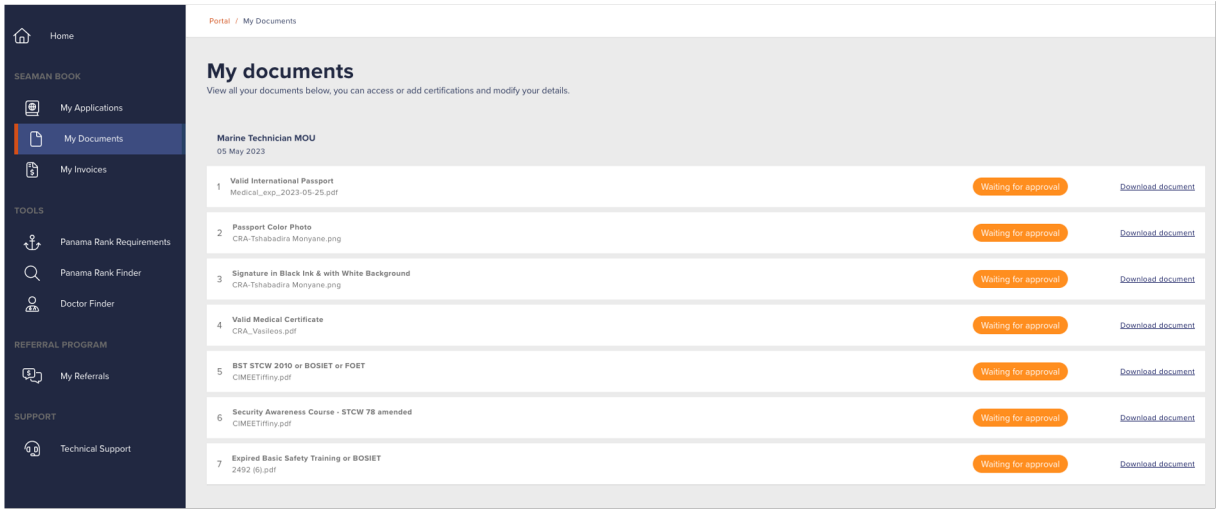
Dashboard functions



Dashboard functions

My Documents

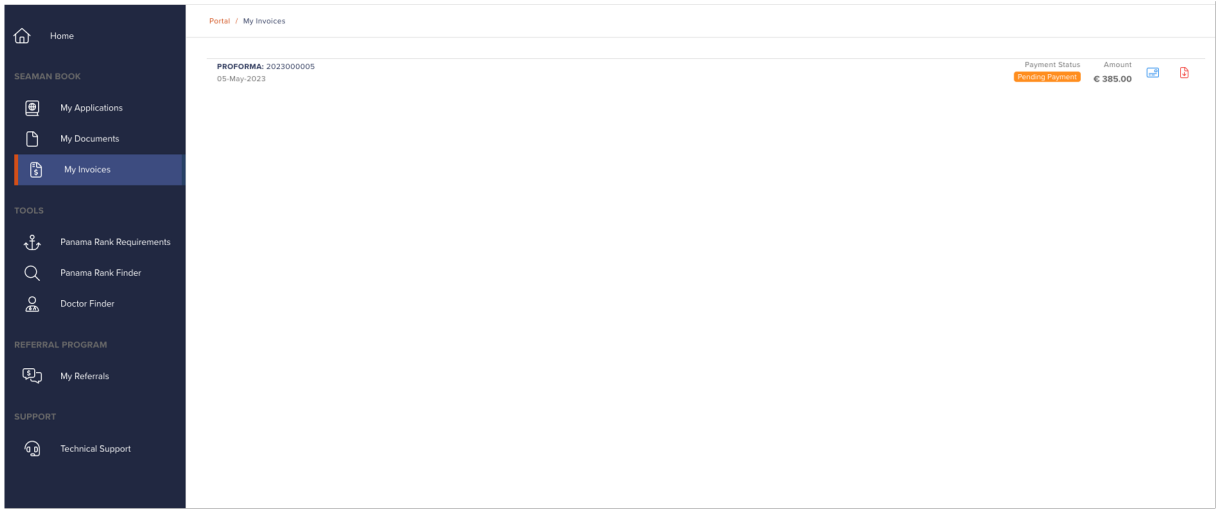
You can view, access or download the documents as well as the approval status



Dashboard functions

My Invoices

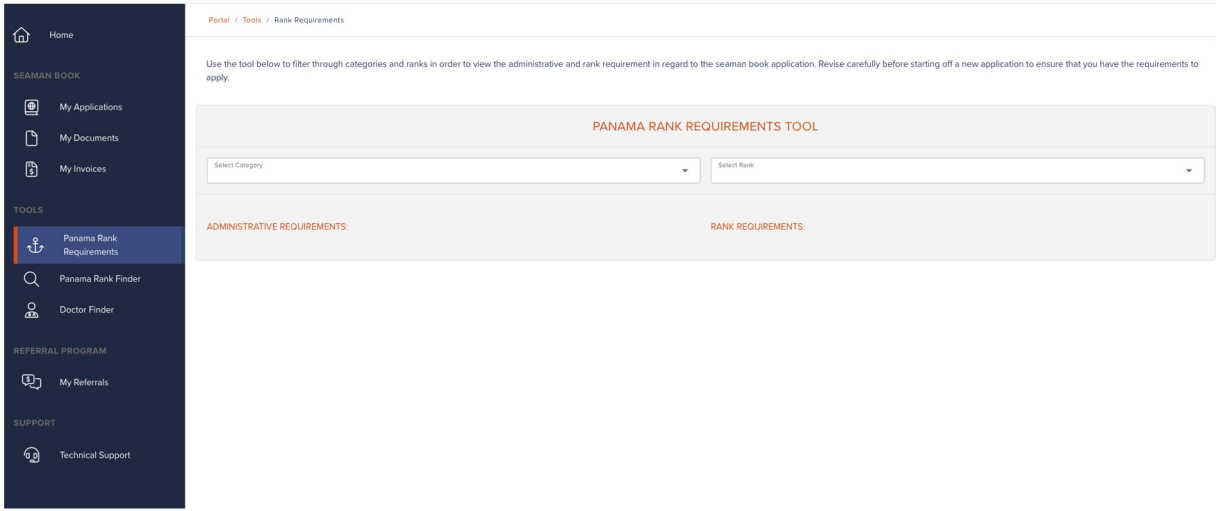
You can view and pay online or download your invoices



Dashboard functions

Rank Requirements

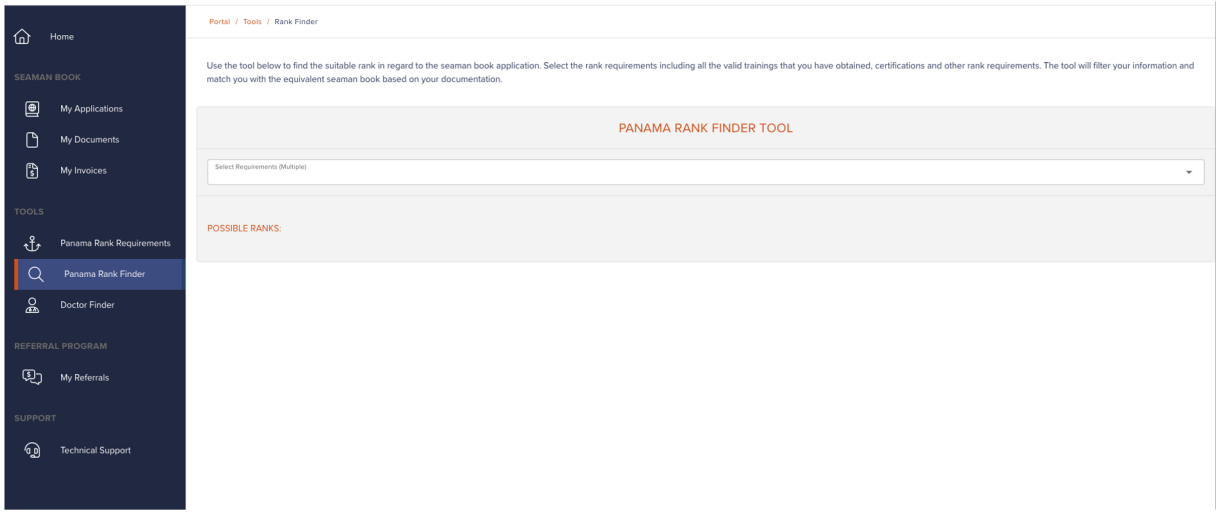
You can filter between categories and ranks requirements to view the required documents to submit an application



Dashboard functions

Rank Finder

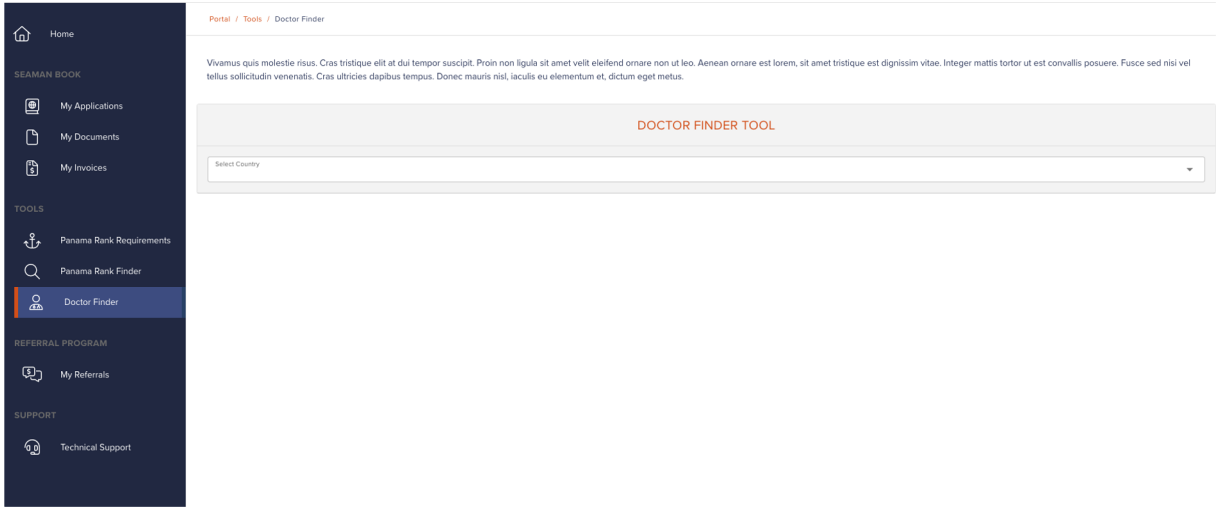
You can filter between requirements to view the possible categories and ranks



Dashboard functions

Doctor Finder

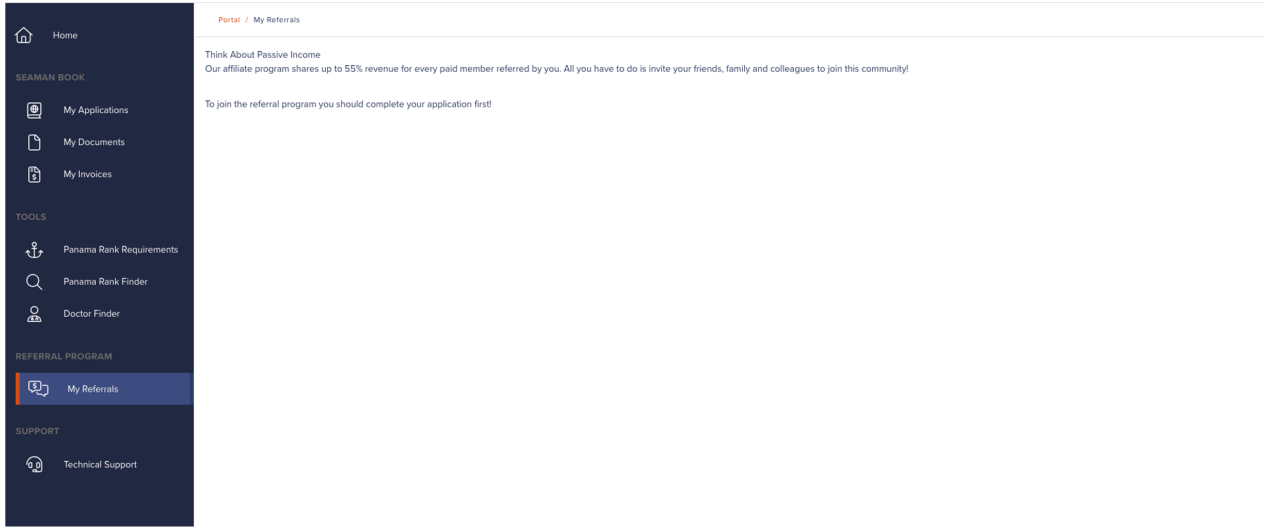
For the case of India, Myanmar, Indonesia, China, South Korea, Vietnam and Philippines Nationals submit a medical certificate issued by a Medical Platform Authorised by Panama Government. If they undergo their examination in their home country. In that case this tools allows you to see the Doctors in each country approved by Panama.



Referral Programme

You must be a client of us, so have completed an application with us, then you can start earning per referral that comes from you and applies using our services.

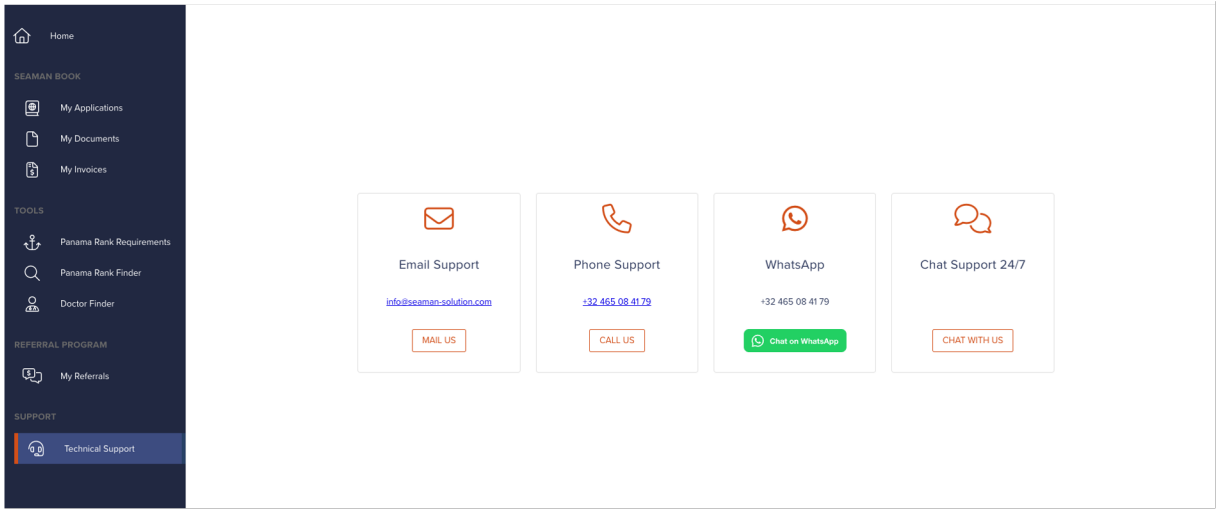
Dashboard functions



Technical Support

May you have any questions, we are happy to help you in any of our lines, we will make sure someone attends your inquiries and solves it in a timely manner!

Dashboard functions



Thank you for using our services!

Seaman Solutions

Easy Apply,
Easy Pay,
Easy Track