

08 August 2016

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To : PRS PROVIDERS / INSTITUTIONAL PRS ADVISERS / CORPORATE PRS ADVISERS

ATTN : CHIEF EXECUTIVE OFFICER / AUTHORISED REPRESENTATIVES

Dear Sir/Madam,

Private Retirement Scheme (PRS) Examination Schedule – September 2016

PRS Examination will be conducted as below:

Examination Date	Closing Date	Location	Session Time	Capacity
03 Sep 2016 (Saturday)	22 Aug 2016 (Monday)	University of Malaya Examination Building University of Malaysia 50603 Kuala Lumpur	10.00am – 11.30 am (1.5 hours)	200
		Penang (To be advised)		46
		Public Mutual Berhad TB 4437, Lot 28, Block D Sabindo Square, Jalan Dunlop 91000 Tawau, Sabah.		20
10 Sep 2016 (Saturday)	29 Aug 2016 (Monday)	University of Malaya Examination Building University of Malaysia 50603 Kuala Lumpur	10.00am – 11.30 am (1.5 hours)	200
		Kota Kinabalu (To be advised)		50
		Johor Bahru (To be advised)		100
24 Sep 2016 (Saturday)	07 Sep 2016 (Wednesday)	University of Malaya Examination Building University of Malaysia 50603 Kuala Lumpur	10.00am – 11.30 am (1.5 hours)	200
		Kuching (To be advised)		100
		Public Mutual Berhad 71 & 73, Jalan Haji Abdul Aziz 25000 Kuantan, Pahang.		20

Kindly take note that the above PRS Examination will be conducted in three (3) languages, i.e. English, Bahasa Malaysia and Chinese. The PRSE schedule closing date will be two weeks before the examination date.

You are advised to refer to the attached Notes to Candidates for the PRS Examination. The PRS Examination fee is as follows:

Type of Fee	Amount (RM)	GST of 6% (RM)	Amount including GST (RM)
PRS Examination Fee	145.00	8.70	153.70

Should you have any questions, please contact Ms Afza (ext 308) or Ms Valli (ext 325), Business Registration Department at 03-20932600.

Thank you.

Yours sincerely,
Federation of Investment Managers Malaysia



TAN LEE KIAW
Manager, Business Registration

Candidates are required to take note of the following requirements as well as policies and procedures for the PRS Examination.

1. **General information on PRS Examination**
 - Number of questions: 60 (multiple choice)
 - Duration: 60 minutes
 - Passing rate: 70%
 - Language: English, Bahasa Malaysia and Chinese

2. **Candidate Examination No. and Admission Ticket**
 - Upon successful registration for a PRS Examination with a candidate, you are required to obtain your respective Candidate Examination No. from the PRS Provider (PRP), Approved PRS Adviser (APRA) or Cooperator PRS Adviser (CPRA) to which they are attached. Details regarding reference to a "relevant company" Admission Ticket will be issued to candidates prior to the examination.
 - Candidate Examination No. is required to take the PRS Examination. Please make sure that you have the complete study pack to the examination.

3. **Location and Time**
 - For a copy and discussion of the respective content, kindly visit www.fimm.com.sg and click "PRS Examination".
 - Allow yourself plenty of time to get to the PRS Examination Centre. FIMM recommends that you visit your PRS Examination centre prior to examination day to familiarise with centre policies, parking availability, and public transportation options or alternatives.
 - Candidates should arrive at the PRS Examination Centre at least 30 minutes before the start of the examination proper. Candidates arriving at the PRS Examination Centre after that 15 minutes after the examination has started will not be admitted.

4. **Examination Site Coordinator (ESC)**
 - ESC will be stationed in the examination room to assist candidates and answer their immediate queries on the PRS Examination requirements, policies and procedures. Should you require any assistance, please approach ESC for help. Questions concerning the content of the examination will not be entertained.
 - Candidates should listen carefully to and understand the instructions and directions given by ESC.

5. **Admission and Attendance**
 - Candidates must possess their valid Admission Ticket together with original identity document i.e. Identity Card or Passport (for verification) before admission into the examination room. The ESC will deny admission to anyone who does not present a valid Admission Ticket and identity document.
 - The following information will be verified by ESC before admission into the examination room:
 - (a) Candidate's Full Name;
 - (b) IC No. or Passport No. and
 - (c) Candidate Examination No. (to be obtained from relevant company or cooperator in item 2)
 - Candidates with item (a) and (b) not matching or corresponding to those provided in their identity documents will be turned from entering the examination room. Such candidates will be treated as absent. No refund will be given.
 - All candidates must sign on the Attendance Slip for their respective examination purposes, (after which, candidates will be considered as absent).

6. **Things Allowed to Bring into Examination Room**
 - Candidates are only allowed to bring with you Identity Card or Passport, non-programmable calculator and pencil(s). Other personal belongings (such as watch, cases, mobile phone) (study material) etc., books and papers are to be left at a designated place as instructed by the ESC.
 - Neither FIMM, the examination centre nor ESC will assume responsibility or liability for any loss, theft, or damage of your personal property.

7. Examination Results
- The results will be made available to you via the relevant company that you accredited with within one month from the examination date.
8. Miscellanea
- Candidates found to contravene during the examination Exam or other disciplinary rules (including giving or receiving help, seeking or avoiding the examination questions during a time not authorized by the ESC – attempting to obtain answers from other examinees, attempting to obtain paper from the examination centre taking part in the act of impersonation, or other forms of cheating, failing to follow the ESC's instructions, or not complying with FIMM's requirements, policies or procedures, etc.) may be dismissed from the examination centre. Candidates may also be subjected to other forms of penalties or sanctions, including sealing of examination results and suspension or forfeiture of your right to sit the PRS Examination.
9. Re-creation of Right due to Emergency
- FIMM may decide to change the date, time, or conditions of the administration of an examination, or suspend the administration of the examination, or decide to void the candidate's result, either entirely or for the benefit of a particular examination centre or centres of FIMM, in its sole and absolute discretion, determined that any such action is needed to protect the integrity of the PRS Examination, or because administration of the examination or subsequent processing of the results is hindered by any factor that could not be reasonably prevented by the FIMM, including acts of God or other natural disasters and a (9) any authority. FIMM is not responsible or liable for any losses or other consequences arising from the aforesaid events which are beyond its control.
 - Should there be any changes or cancellations of examination centres or results due to the aforesaid event, the relevant company will be notified and will have to appear for another PRS Examination session at an additional cost. Such imposition must be submitted to FIMM within **one month** from the examination date.
10. Policy Changes
- FIMM may change the requirements, policies, and procedures governing the PRS Examination from time to time. Changes, if any, will be incorporated in these notes and the amendments will be provided to all relevant companies.
 - Candidates are advised to check with respective relevant company to verify whether the latest version of the "Notes to Candidates" is made available.
11. Appeal
- Requests for appeal, if any, must be submitted to the relevant company and received by FIMM within 14 days from the date of the examination result. The appeal request should be accompanied with a payment of RM2000 as processing fee. Please contact the relevant company to verify details and procedures.
 - Requests for appeal received by FIMM later than 14 days will not be considered.