

3 November 2015

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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 – December 2015

PRS Examination will be conducted as below:

Examination Date	Closing Date	Location	Session Time	Capacity
5 Dec 2015 (Saturday)	23 Nov 2015 (Monday)	Universiti Utara Malaysia (UUM), Kuala Lumpur	10.00am - 11.30am (1.5 hours)	200
		Sarawak (To be advised)		200
		Sabah (To be advised)		200
12 Dec 2015 (Saturday)	30 Nov 2015 (Monday)	University of Malaya (UM), Kuala Lumpur	10.00am - 11.30am (1.5 hours)	200
		Johor (To be advised)		200
		Penang (To be advised)		200

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	170.00	10.20	180.20

Should you have any questions, please contact Ms Alin (ext 326) 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 advised to take note of the following requirements as well as policies and procedures for the PRS Examination.

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| 1. General Information on PRS Examination | <ul style="list-style-type: none"> • Number of questions: 40 (multiple-choice) • Duration: 40 minutes • Passing rate: 75% • Language: English only. Examination in Bahasa Melayu and Chinese will be introduced in Q1/2018 on 27 June 2018. |
| 2. Candidate Examination No. and Admission Ticket | <ul style="list-style-type: none"> • Upon successfully registration for a PRS Examination session, candidates are required to attend their respective Candidate Examination No. from the PRS Provider (PPF, Institutional PRS Admin (IPRA) or Corporate PRS Admin (CPRA) to which they are attached. (Formerly commonly referred to as "Company Company"). Admission Ticket will be issued to candidate prior to the examination. • Candidate Examination No. is required to take the PRS Examination. <i>Please note that you have the number ready prior to the examination.</i> |
| 3. Location and Time | <ul style="list-style-type: none"> • For a copy and description to the respective centres, kindly visit www.fimm.com.my and click "PRS Examination". • Allow yourself plenty of time to get to the PRS Examination Centre. FIMM recommends that you start your PRS Examination centre prior to examination day to familiarise with traffic patterns, parking availability, and public transportation options or constraints. • Candidates should arrive at the PRS Examination Centre at least 30 minutes before the start of the examination process. Candidates arriving at the PRS Examination centre less than 15 minutes prior to the examination but arrived will not be admitted. |
| 4. Examination Site Coordinator (ESC) | <ul style="list-style-type: none"> • ESC will be stationed in the examination room to assist candidates and ensure that candidates adhere to 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 | <ul style="list-style-type: none"> • Candidates must present their original 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 possess a valid Admission Ticket and Identity document. • The following information will be verified by ESC before admission into the examination room: <ul style="list-style-type: none"> (i) Candidate's Full Name; (ii) IC No. or Passport No. and (iii) Candidate Examination No. (to be obtained from relevant company or financial institution) • Candidates with items (a) and (b) not mentioned or corresponding to those posted on their identity documents will be barred from entering the examination room. Such candidates will be issued a chair. No refund will be given. • All candidates must sign on the Attendance Slip for their respective registration purposes. In any other cases, candidates will be considered as absent. |
| 6. Things Allowed to Bring into Examination Room | <ul style="list-style-type: none"> • Candidates are only allowed to bring with you Identity Card or Passport, (a) programmable calculator and pencil(s). Other personal belongings such as hand-cams, hand-phones (with switched off), books and papers are to be left at a designated place as instructed by the ESC. • Neither FIMM, its examination centres nor ESC, will assume responsibility or liability for any loss, theft or damaged of your personal property. |

- 7. Examination Results**
- The results will be made available to you via the secure portal that you accessed with which you made from the examination site.
- 8. Misconduct**
- Candidates found to misbehave during the examination from examples, including using mobile phones, going on internet links, watching or recording the examination questions during a live via internet) to the ISC or attempting to obtain answers from other sources, removing work or answer paper from the examination centre, taking part in social or impersonation of other names of cheating, failing to follow the ISC's instructions, or non-compliance with FIMM's requirements, policies or procedures, etc. may be deemed unfit for examination seats. In addition, you may be suspended in other forms or penalties of misconduct including voiding of examination results and suspension or termination of your rights to sit for PRS Examination.
- 9. Restoration of High-Marking Emergency**
- FIMM may decide to change the date, time or conditions of the administration of the examination, or cancel the administration of the examination, or impose to you the candidate results, where mainly some the board or as a principal examination centre or centre of FIMM, is in any way not able to operate, commence due 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 would not be reasonably prevented by the FIMM, including any of God or other natural disaster and man-made calamity. FIMM is not responsible or liable for any loss or other consequences arising from the abnormal events which are beyond its control.
 - Should there be any threat or occurrence of catastrophic actions to occur due to the abnormal events, the relevant company will be notified and will have to register for another PRS Examination session at an additional cost. Such registration must be submitted to FIMM, within five months from the examination date.
- 10. Policy Changes**
- FIMM may change the regulations, policies, and procedures governing the PRS Examination from time to time. Changes, if any, will be communicated to those states and the relevant states will be circulated to all relevant companies.
 - Candidates are advised to check with respective relevant company to ensure that the latest version of the "Notice 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 RM1000 as processing fee. Please contact the relevant company for further details and procedures.
 - Requests for appeal received by FIMM after that 14 days will not be considered.