

28 February 2014

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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 – April 2014

PRS Examination will be conducted as below:

Examination Date	Closing Date	Location	Session Time	Capacity
5 Apr 2014 (Saturday)	17 Mar 2014	University of Malaya (UM), Kuala Lumpur	10.00 - 11.30am (1.5 hours)	200
12 Apr 2014 (Saturday)	24 Mar 2014	University of Malaya (UM), Kuala Lumpur	10.00 - 11.30am (1.5 hours)	200
		Pinang (To be advised)		200
		Universiti Teknologi Malaysia (UTM) Skudai, Johor		200
19 Apr 2014 (Saturday)	31 Mar 2014	University of Malaya (UM), Kuala Lumpur	10.00 - 11.30am (1.5 hours)	200
25 Apr 2014 (Saturday)	7 Apr 2014	University of Malaya (UM), Kuala Lumpur	10.00 - 11.30am (1.5 hours)	200
		Selangor (To be advised)		200
		Sarawak (To be advised)		200

Please take note that PRS schedule closing date will be three weeks before the exam date. You are advised to refer to the attached Notes to Candidates for the PRS Examination.

The PRS Examination fee is as follows:

No.	Type of Fee	Amount
1.	PRS Examination Fee	RM170 (first time and re-sit)

Please take note that the PRS Study Manual fee is included in the PRS Examination fee. If you wish to purchase additional copies, the price for the PRS Study Manual is **RM10**.

If you need any clarification, please contact our Business Registration Department at 03-20922600.

Thank you.

Yours faithfully,
 Federation of Investment Managers Malaysia


MOHAMED NIZA H. ABU BAKAR
 Chief Executive Officer

Candidates are advised 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: 50 (multiple choice)
 - Duration: 60 minutes
 - Passing rate: 75%
 - Language: English only. Tamil, Nepali and Chinese will be made available at later stage.
2. **Candidate Examination No. and Admission Ticket**
 - Upon successful registration for a PRS Examination, admission credentials are generated in either hard copy (Candidate Examination No. from the PRS Provider (SRP), Institutional PRS Advisor (IPRA) or Corporate PRS Advisor (CPRCA) to which they are attached (candidate voluntarily selected as 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 number ready prior to the examination.
3. **Location and Time**
 - For a map (in) direction to the respective centres, kindly visit www.fimm.com.mv 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 traffic patterns, parking availability, and public transportation options or conditions.
 - 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 after the examination has started will not be admitted.
4. **Examination Site Coordinator (ESC)**
 - ESC will be assigned to 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 answered.
 - Candidates should listen carefully to and understand the instructions and directions given by ESC.
5. **Admission and Attendance**
 - 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 present a valid Admission Ticket and identity document.
 - The following information will be revealed 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 as mentioned in item 1)
 - Candidates with items (a) and (b) not matching or corresponding to their period of their identity documents will be barred from entering the examination room. Such candidates will be treated as absent. No refund will be given.
 - All candidates must sign on the Attendance Register for their attendance registration purposes. Ineligibility, 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 pen/pencil. Other personal belongings such as letter cases, hand/ mobile/ laptop/ watch/ cell/ 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 by the relevant company that you attended with original documents from the examination date.
8. **Miscellaneous**
- Candidates should be instructed during the examination from entering, disturbing other candidates, posing or receiving help, working on, or viewing the examination questions during a time not authorized by the FIMM, or attempting to obtain answers from other sources, receiving mail or answer papers from the examination centre taking part in an act of impersonation or other forms of cheating, filling in, review the ESC's instructions or not complying with FIMM's request, terms, policies or procedures, etc. may be disallowed from the examination rooms. In addition, you may be subjected to other forms of penalties of misconduct, including striking of examination result and imposition or revocation of your eligibility for PRS Examination.
9. **Restoration of Rights during 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 decide to void the candidates' result, either entirely across the board or at a particular examination centre or centres of FIMM, as an act and absolute discretion, demonstrating that any such action is critical 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 disaster and a military authority. 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 change or suspension of examination systems or results due to the abnormal event, the relevant company will be notified and will have to register for another PRS Examination pending a new additional exam. Such registration 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 revised notes will be circulated to all relevant companies.
 - Candidates are advised to check with respective relevant company to ensure that 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 RM20.00 as processing fee. Please contact the relevant company for further details and procedures.
 - Requests for appeal received by FIMM after this 14 days will not be considered.