

31 December 2014

CIRCULAR: BR/PRS/SC-yy/074-14
(TOTAL NO. OF PAGES: 3)

TO : PRS PROVIDERS / INSTITUTIONAL PRS ADVISERS / CORPORATE PRS ADVISERS

ATTN : CHIEF EXECUTIVE OFFICER / AUTHORIZED REPRESENTATIVES

Dear Sir/Madam,

Private Retirement Scheme (PRS) Examination Schedule – February 2015

PRS Examination will be conducted as below:

Examination Date	Closing Date	Location	Session Time	Capacity
7 Feb 2015 (Saturday)	19 Jan 2015	Universiti Utara Malaysia, Kuala Lumpur	10.00 - 11.30am (1.5 hours)	200
		INTI International College, Penang		200
		Sarawak (To be advised)		200
14 Feb 2015 (Saturday)	26 Jan 2015	University of Malaya (UM), Kuala Lumpur	10.00 - 11.30am (1.5 hours)	200
		Universiti Teknologi Malaysia (UTM), Skudai, Johor		200
		Sabah (To be advised)		200

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 RM70.

If you need any clarification, please contact our Business Registration Department at 03-20932600.

Thank you.

Yours faithfully
 Federation of Investment Managers Malaysia



SHERYE CHIA

Assistant Manager, Business Registration

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

1. General Information on PRA Examination
 - Number of questions: Multiple-choice
 - Duration: 45 minutes
 - Passing rate: 75%
 - Language: English only. Bases Malayali and Chinese will be made available at later stage.
2. Candidate Examination No. and Admission Ticket
 - Those successfully registered for a PRA Examination session, candidates are required to obtain their respective Candidate Examination No. from the PRA Services (PSP), Institutional PRA Advisor (IPRA) or Corporate PRA Advisor (CPRA) in which they are enrolled (candidates collectively referred to as "relevant company"). Admission Tickets will be issued to candidates prior to the examination.
 - Candidate Examination No. is required to enter the PRA Examination. Please make sure that you have the number ready prior to the examination.
3. Location and Time
 - For a map and direction to the respective centre, kindly visit www.fimm.com.my and click "PRA Examination".
 - Allow yourself plenty of time to get to the PRA Examination Centre. FIMM recommends that you visit your PRA Examination centre prior to examination day to familiarise with traffic patterns, parking availability, and public transportation options or alternatives.
 - Candidates should arrive at the PRA Examination Centre at least 30 minutes before the start of the examination proper. Candidates arriving at the PRA Examination centre later than 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 ensure that candidates adhere to the PRA 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 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 verified by ESC before admitting a candidate 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 Note 1)
 - Candidates with names (a) and (c) not matching or corresponding to those printed on 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 Slip for their attendance registration purposes, failing 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 pen(s). Other personal belongings such as hand-cases, hand-gloves (may contain gel), mobile and papers etc. 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.

3. Examination Timing
- The results will be made available to you via the relevant company that you entered when you made the exam booking.
4. Misconduct
- Candidates must not misbehave during the examination (for example, disturbing other candidates, giving or receiving help, writing on or erasing the examination questions (using a new one authorized by the EPC or attempting to take notes from a fee station), removing used or unused paper from the examination centre, using part or all of an examination or other forms of cheating, failing to follow the EPC's instructions or not complying with FIMM's examination policies or procedures, etc.). Any or all of these may be considered as misconduct. In addition, you may be suspended or other form of penalties or misconduct, including voiding of examination results and suspension or cancellation of your rights to sit the PRS Examination.
7. Suspension of Right 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 choose to void the candidates' results, or to re-examine across the board or on a per-tenant examination centre or centres if FIMM, in its sole and absolute discretion, determines 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 impeded by any factor that could not be reasonably predicted by the FIMM, including a case of God or other natural disasters 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 sessions or results due to the abnormal event, the relevant company will be notified and will have to register its another PRS Examination's session at an alternate date. 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 available 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 used 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 for further details and procedures.
 - Request for appeal received by FIMM later than 14 days will not be considered.