

4 November 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 – December 2014

PRS Examination will be conducted as below:

| Examination Date | Closing Date | Location | Session Time | Capacity |
|---------------------------|--------------|--|--------------------------------|----------|
| 6 Dec 2014 (Saturday) | 18 Nov 2014 | Universiti Utara Malaysia, Kuala Lumpur | 10.00 – 11.30am (1.5 hours) | 200 |
| | | Universiti Sains Malaysia (USM), Penang | | 200 |
| | | Sabah (To be advised) | | 200 |
| 13 Dec 2014 (Saturday) | 24 Nov 2014 | University of Malaya (UM), Kuala Lumpur | 10.00 – 11.30am (1.5 hours) | 200 |
| | | Universiti Teknologi Malaysia (UTM) Skudai, Johor | | 200 |
| | | Sarawak (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 **RM10**.

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

Thank you.

Yours faithfully,
Federation of Investment Managers Malaysia



TAN LIE KIEW
Assistant Manager, Business Registration

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. In case Malaysia and Chinese will be made available at later stage
2. **Candidate Examination No. and Admission Ticket**
 - Upon successfully registered for a PRS Examination session, candidates are required to obtain their respective Candidate Examination No. from the PRS Provider (PRP), Institutional PRS Adviser (IPRA) or Corporate PRS Adviser (CPRSA) in which they are assigned. Candidate collectively referred to as "relevant company". Admission Ticket will be issued to candidates prior to the examination.
 - Candidate Examination No. is required to sit the PRS Examination. Please make sure that you have the number used, prior to the examination.
3. **Location and Time**
 - For a high and attention to the respective venue, 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 visit 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 period. Candidates arriving at the PRS 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 the 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**
 - 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:
 - (a) Candidate's Full Name
 - (b) IC No. or Passport No. and
 - (c) Candidate Examination No. (to be obtained from relevant company or member of firm.)
 - Candidates who carry (x) and (b) 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 this attendance verification purpose, 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 pen(s). Other personal belongings such as handbags, hand phones or fully charged cell phones and laptop are to be left at a designated place as approved by the ESC.
 - Under FIMM, the examination centre and 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 entered into within one month from the examination date.
8. **Misconduct**
- Candidates found to misbehave during the examination (for example, allowing other candidates, guests or security staff working on or reading the examination questions during a time not allocated to the EMC or attempting to obtain answers from other sources, removing and/or misused paper from the examination centre, taking part in an act of dishonesty or other form of cheating, failing to follow the EMC's instructions, or not complying with FIMM's rules, policies or procedures, or any act dishonest from the examination centre. In addition, you may be subjected to other forms of penalties of individuals, including ending of examination result and suspension or termination of your right to sit for PRS Examination.
9. **Resurrection of Right during Emergency**
- FIMM may decide to change the date, time, or conditions of the examination of the examination or, or cancel the administration of the examination, or choose to void the candidates' results, either entirely across the board or as a pro-rata examination across or centres of FIMM, in its sole and absolute discretion, determine that any such action is needed to protect the integrity of the PRS Examination, or ensure 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 aforesaid event which are beyond its control.
 - Should there be any changes or cancellations of examination sessions or results due to the aforesaid event, the relevant company will be notified and will have to register for another PRS Examination session at no additional cost. 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 forwarded 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**
- Request 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 \$M200.00 as processing fee. Please contact the relevant company for further details and procedures.
 - Request for appeal received by FIMM less than 14 days will not be considered.