

11 July 2014

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(TOTAL NO. OF PAGES: 3)

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

**ATTN :** CHIEF EXECUTIVE OFFICER / AUTHORISED REPRESENTATIVES

Dear Sir/Madam,

**Private Retirement Scheme (PRS) Examination Schedule – 23 August 2014**

PRS Examination will be conducted as below:

Examination Date	Closing Date	Location	Session Time	Capacity
23 August 2014 (Saturday)	4 August 2014	University of Malaya (UM), Kuala Lumpur	10.00 - 11.30am (1.5 hours)	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 LEE KIEW**  
Assistant Manager, Business Registration

Candidates are advised to take note of the following requirements as well as policies and provisions for the PRS Examination

1. **General Information on PRS Examination:**
  - Number of questions: 40 (multiple-choice)
  - Duration: 90 minutes
  - Pricing rate: 20%
  - Language: English only. Bahasa Melayu and Chinese will be made available at late stage.
2. **Candidate Examination No. and Admission Ticket:**
  - Those successfully registered for a PRS Examination among candidates are required to obtain their respective Candidate Examination No. from the PRS Provider (PSP), Investment PRS Admin (IPRA) or Corporate PRS Admin (CPRSA) to which they are attached (hereafter 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 ready prior to the examination.
3. **Location and Time:**
  - For a step and direction to the respective centre, kindly visit [www.fimm.com.my](http://www.fimm.com.my) and click "PRS Examination".
  - Allow **small** amount 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 pattern, parking availability, and public transportation options or restrictions.
  - 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 later than 15 minutes after the examination has started will not be admitted.
4. **Examination Site Coordinator (ESC):**
  - ESC will be stationed at the examination sites to assist candidates and ensure that conditions adhere to the PRS Examination examination 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 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 Note 1)
  - Candidates with items (a) 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 list 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 brief-cases, mobile phones (Must switch off), 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 result will be made available to you via the relevant company that you sat with within one month from the examination date.
8. **Misconduct**
- Candidates found to misbehave during the examination (for example, falsifying their identities, going on to raising legal working or to raising the examination questions during a time not authorised by the ESC or attempting to obtain answers from other sources, removing and to reuse paper from the examination centre, taking out in an act of impetuosity or other form of cheating, failing to follow the ESC's instructions or not complying with FIMM's requirements, policies or procedures, etc. may be disqualified from the examination room in addition, you may be required to order form of penalty of examination, including voiding of examination result and suspension or cancellation of your right to sit for PRS Examination.
9. **Reservation 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 choose to hold the examination rooms, either entirely across the board or on a particular examination centre or centres if FIMM, or its sole and/or 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 hindered by any factor that could not be reasonably foreseen by the FIMM, including acts 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 aforesaid events which are beyond its control.
  - Should there be any changes or cancellations of examination sessions or events due to the aforesaid event, the relevant company will be notified and will have to register for another PRS Examination session at no additional costs. 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 later than 14 days will not be considered.