

1 December 2014

**CIRCULAR :** BR/PRS/TLK-yy/065-14  
(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 – January 2015**

PRS Examination will be conducted as below:

Examination Date	Closing Date	Location	Session Time	Capacity
10 Jan 2015 (Saturday)	22 Dec 2014	Universiti Utara Malaysia, Kuala Lumpur	10.00 - 11.30am (1.5 hours)	200
		INTI International College, Penang		200
		Sarawak (To be advised)		200
17 Jan 2015 (Saturday)	29 Dec 2014	University of Malaya (UM), Kuala Lumpur	10.00 - 11.30am (1.5 hours)	200
24 Jan 2015 (Saturday)	5 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 **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 KLAW**  
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: 60 (multiple-choice)
  - Duration: 1 hour
  - Timing: 10:30
  - Language: English (only) (Hindi Malayalam and Chinese will be made available at later stage)
2. **Candidate Examination No. and Admission Ticket**
  - Data successfully registered for a PRS Examination session, candidates are required to obtain their respective Candidate Examination No. from the PRS Provider (PRP), Insurance PRS Adviser (IPA) or Corporate PRS Adviser (CPRA) in which they are enrolled (hereafter collectively referred to as "relevant company"). Admission Ticket will be issued to candidate 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 and direction to the respective centre, kindly visit [www.finn.com.my](http://www.finn.com.my) and click "PRS Examination".
  - Allow yourself plenty of time to get to the PRS Examination Centre. FINE recommends that you visit your PRS Examination centre prior to examination day to familiarise with traffic pattern, 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 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 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. Queries 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 documents 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 documents.
  - 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 observed has relevant company as mentioned in Note 1)
  - Candidates with items (a) and (b) not matching or corresponding to those related to 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 (signature purposes), failing which, candidates will be treated 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 pencils. Other personal belongings such as briefcases, hand-phones (only essential off), books and papers are to be left at a designated place as arranged by the ESC.
  - Under FIDM, the examination centre and ESC will accept responsibility or liability for any loss, theft or damaged of your personal property.

7. **Examination Results**
- The results will be made available to you (or the relevant company that you agreed with within one month from the examination date).
8. **Misconduct**
- Candidates found to misbehave during the examination (for example, breaching exam conditions, going on receiving help, writing out or making the exam/answer questions using a note not authorized by the FIMM or attempting to obtain answers from other sources, tampering with or removing paper from the examination centre, using part in an act of impersonation or other form of cheating, failing to follow the FIMM's instructions, or not complying with FIMM's requirements, policies or procedures, etc.) may be dismissed from the examination room. In addition, you may be suspended or taken from office of position of responsibility, including voiding of examination results and suspension or revocation of your rights to sit the PRS Examination.
9. **Exercise 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 candidate's results, either entirely across the board or on a particular examination centre or centre if FIMM, in its role and status as director, 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 prevented 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 change or cancellation of examination sessions or centres due to the aforesaid event, the relevant company will be notified and will have an option 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 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 RM2000 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.