

**ASSOCIATESHIP OF THE MALAYSIAN INSURANCE INSTITUTE (AMII LEVEL 1 AND LEVEL 2)  
2018 / 2019 IMPORTANT EXAMINATIONS INFORMATION**

IMPORTANT EXAMINATION ADMINISTRATIVE DETAILS		2018 / 2019 CLOSING DATES				IMPORTANT INFORMATION (EXAMINATION TERMS AND CONDITIONS)
		2018			2019	
		January Exam	May Exam	September Exam	January Exam	
	<b>Examinations Date</b>	<b>20, 23, 24, 25 January</b>	<b>19, 22, 23, 24 May</b>	<b>22, 25, 26, 27 September</b>	<b>12, 15, 16, 17 January</b>	
1.	Exam Registration for Self-study and Class-based Student : <ul style="list-style-type: none"> <li>- Existing student (continuing)               <ul style="list-style-type: none"> <li>✓ examination entry fee (inclusive text material)</li> </ul> </li> <li>- New student               <ul style="list-style-type: none"> <li>✓ Student Registration Form and fee</li> <li>✓ Examination Entry or Course Registration Form and fee</li> <li>✓ Membership Fee</li> </ul> </li> </ul>	<b>29 September 2017</b>	<b>19 February</b>	<b>11 June</b>	<b>10 October 2018</b>	<p>For new student – <i>Compulsory</i> :</p> <ul style="list-style-type: none"> <li>- <b>Student registration fee of RM106</b> is required upon first time registration at Level 1 and Level 2 (Non refundable)</li> <li>- Membership : RM100.00 (1<sup>st</sup> year RM50.00 and Admission RM50.00)</li> </ul> <p><b>Self-Study Fee (per subject) :</b> <i>inclusive text material, assignments and 2 tests</i></p> <ul style="list-style-type: none"> <li>- Level 1 : RM716.80</li> <li>- Level 2 : RM913.00</li> </ul> <p><b>Class-Based Fee (Per subject):</b> <b>Inclusive class, text material, assignments, 2 tests and final exam</b></p> <ul style="list-style-type: none"> <li>- Level 1 : RM1,882.80</li> <li>- Level 2 : RM2,291.00</li> </ul> <p>Please refer to the examination timetable so that you are not entering for subjects which are scheduled for examination at the same time. The examination timetable <b>CANNOT</b> be altered in the case of clashes.</p> <p><b>Students are encouraged to apply exemption(s) at the beginning of the programme. Exemption application form is available from MII website : <a href="http://www.insurance.com.my">www.insurance.com.my</a></b></p>
2	Repeat Examination only :	<b>21 December 2017</b>	<b>18 April</b>	<b>15 August</b>	<b>10 December 2018</b>	<p><b>Examination entry fee (per subject) :</b> <b>(exclusive text material)</b></p> <ul style="list-style-type: none"> <li>- Level 1 : RM614.80</li> <li>- Level 2 : RM795.00</li> <li>-</li> </ul>



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3.	Withdrawal or Cancellation from examination	<b>Withdrawal or Cancellation</b> of examinations <b>AFTER</b> the Examination Entry closing date is <b>NOT permitted</b> . Please note there is strictly <b>NO refund</b> of fees and <b>NO substitution</b> or replacement of candidate is permitted after the closing date.				
4.	Request for Change of Exam Session, Centre and Subject	<b>28 December 2017</b>	<b>25 April</b>	<b>23 August</b>	<b>18 December 2018</b>	A fee of RM106 is imposed for all requests within the examination entry closing date
5.	Examination e-Permit Notification  Can be printed out from MII website : <a href="http://www.insurance.com.my">www.insurance.com.my</a>	<b>8 January</b>	<b>7 May</b>	<b>5 September</b>	<b>28 December 2018</b>	The examination e-Permit will be made available as per schedule and students must produce the e-Permit together with their original Identity Card (I/C) at the examination hall. Failure to do so, student will NOT be allowed to sit for the examination.  Please check : - whether any changes have been made to the dates or times for the subject (s) for which you have registered - that the subjects shown on your e-permit are those that you have registered for.

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<b>6.</b>	Absent from examination - To submit written application with relevant supporting document	<b>7 February</b>	<b>8 June</b>	<b>11 October</b>	<b>28 January</b>	<p>Refund of RM100 for Level 1 and RM150 for Level 2 will be issued If you are absent from the examination due to the following:</p> <p>(a) Medical condition (self) - to provide report from doctor to confirm on the criticality of being unfit to sit for the examination;</p> <p>(b) Bereavement of parent, parent-in-law, spouse or child;</p> <p>(c) Disabling traffic accident;</p> <p>(d) Court appearance (self);</p> <p>Your written application supported by <b>official documents</b>, (i.e medical certificates, police report, court letter, etc) <b>must be submitted before the closing date</b> :</p> <p>To : Head of Registry and Examinations Centre By : hand or fax at (03) 20937642</p> <p>Absence from an examination without any written application and relevant supporting documents will be counted as a failed attempt.</p> <p>Attending any business appointment, training session, seminar, conference, or on vacation, is not considered as an emergency.</p>



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<b>7.</b>	Examination e-Result Notification  Can be printed out from MII website : <a href="http://www.insurance.com.my">www.insurance.com.my</a>	<b>22 March</b>	<b>26 July</b>	<b>29 November</b>	<b>21 March</b>	The e-Result will be made available as per schedule. Therefore, students will no longer receiving printed examination result notification via normal mail. The e-result notification is served as an examination result slip  Please be informed that Examination e-Results cannot be made known over phone calls or through other electronic means. MII does not entertain any enquiries in this respect.
<b>8.</b>	Remarking / Appeal	<b>2 April</b>	<b>6 August</b>	<b>10 December</b>	<b>1 April</b>	Candidates who receive a fail grade have the option of applying for a post-result review of marking (remarking) for a fee of RM106 or USD50, this is non-refundable. It should be noted that a re-mark of the exam papers is <b>NOT</b> guaranteed in the change of result.  The post-result review of marking will be ready within 1 month from the remarking closing date
<b>9.</b>	Certificate / Transcript	Effective June 2015, Certificate of completion will be given out during Graduation Ceremony. However, programme completion letter will be issued at the time of completion of the respective programme. The transcript will be issue once the programme clearance form is submitted and processed by Registry.				

- If there are any discrepancies to your examination e-Permit/e-Result, please contact MII Registry and Examination Centre immediately at :  
The Malaysian Insurance Institute, No 5 Jalan Sri Semantan Satu, Damansara Heights, 50490 Kuala Lumpur.  
Tel : 03-20878882 Fax: 03-20939468, Email : [customer@pii.org.my](mailto:customer@pii.org.my)