



THE MALAYSIAN INSURANCE INSTITUTE  
 NO 5 JALAN SRI SEMANTAN SATU  
 DAMANSARA HEIGHTS, 50490 KUALA LUMPUR.  
 TEL : 03-20878882

**AMII LEVEL 1 - PUBLIC PROGRAMME SCHEDULE  
 JUNE 2017 INTAKE  
 SUBJECT - INSURANCE OPERATION & FINANCE (Code : 302)**

| 14/06/2017 to 21/08/2017<br>22/08/2017 to 26/09/2017<br><b>27 September 2017 @ 9:30 AM</b>  |                | Class Lectures<br>Study weeks<br><b>Final Examination</b>   |   |
|---|----------------|---|---|
| <b>COURSE PLANNING</b><br><b>ASSOCIATESHIP OF THE MALAYSIAN INSURANCE INSTITUTE (AMII - Level 1)</b><br><b>LECTURER : MR BERNARD SOON</b><br><b>VENUE : Mii City Centre @ Wisma Sime Darby, Jalan Raja Laut, Kuala Lumpur</b><br><b>DAY : Monday &amp; Wednesday</b><br><b>TIME : 6.00 PM - 9.00 PM</b> |                |   |   |
| CLASS   | DATE           | HOURS   | REMARKS   |
| 1   | 14 June 2017   | 3   | <b>No marks</b> will be given for assignments submitted after the due date, that is, <b>4<sup>th</sup> September 2017</b> |
| 2   | 19 June 2017   | 3   |   |
| 3   | 21 June 2017   | 3   |   |
| <b>One Week Class Break – June 26 to July 2, 2017</b>   |                |   |   |
| 4   | 03 July 2017   | 3   |   |
| 5   | 05 July 2017   | 3   |   |
| 6   | 10 July 2017   | 3   |   |
| 7   | 12 July 2017   | 3   |   |
| 8   | 17 July 2017   | 3   |   |
| 9   | 18 July 2017   | 3   |   |
| <b>One Week Class Break – July 24 to August 4, 2017</b>   |                |   |   |
| <b>TEST 1 - SATURDAY @ August 5, 2017 @ 10:00 am to 11:00 am</b>  |                |   |   |
| 10  | 07 August 2017 | 3   |   |
| 11  | 09 August 2017 | 3   |   |
| 12  | 14 August 2017 | 3   |   |
| 13  | 16 August 2017 | 3   |   |
| 14  | 21 August 2017 | 3   | <i>Class Revision</i>   |
| <b>Two Week Class Break – August 28 to September 8, 2017</b>  |                |   |   |
| <b>TEST 2 - SATURDAY @ September 9, 2017 @ 10:00 am to 11:00 am</b>   |                |   |   |
| <b>TOTAL OF CONTACT HOURS</b>   |                | <b>42</b>   | <b>Lecture = 28 hours</b><br><b>Revision = 14 hours</b>   |
| <b><u>Assessment Structure</u></b><br><i>Assignment : 20% (1 single assignment - Format - Case study/scenario based questions)</i><br><i>Tests : 20% (2 tests)</i><br><i>Final Examination : 60%</i>  |                | <b><u>Important note for lecturer</u></b><br>The overall course mark sheet must be submitted to MII by <b>20<sup>th</sup> September 2017</b> . This is to avoid delay in the release of examination result. |   |
| <b>FINAL EXAMINATION</b>  |                | <b>SEPTEMBER 27, 2017 @ 9:30 PM – 12:30 PM</b>  |   |

**IMPORTANT NOTE :**

**CLOSING DATE FOR REGISTRATION – 22<sup>nd</sup> May 2017.**

**THE CLASS WILL ONLY BE CONFIRMED SUBJECT TO SUFFICIENT NUMBER OF REGISTERED STUDENTS. UPON CONFIRMATION, PLEASE MAKE SURE PAYMENT IS MADE BEFORE COMMENCEMENT OF THE FIRST CLASS.**



## THE MALAYSIAN INSURANCE INSTITUTE - PAYMENT FORM

(for new students - 1<sup>st</sup> subject)

(for continuing students - subsequent subjects)

### Programme :

AMII Level 1     Public     International     In-house \_\_\_\_\_

### Personal Details

Name :

NRIC :     Old IC :

HP :     Office :

Email :

### Subject Details

Subject :

Transaction Code :

Payment Amount :

Payment mode :     Cash     Cheque No.

EPF     Scholarship

Credit Card     Visa     Master

Card No:

Expiry date     cvv

Signature

### Declaration

- (a) Once payment is made, candidate is confirmed taking the examination for the subject registered above.
- (b) Any cancellation and postponement must be notified to Education Centre within two (2) weeks from the date of commencement of class.

I declare that the information provided in this application is correct and complete to the best of my knowledge.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

### Office use only

Attended by

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Date)

Remark

**IMPORTANT** : CLOSING DATE FOR REGISTRATION – 22 MAY 2017.  
The class will only be confirmed subject to sufficient number of registered students.  
Upon confirmation, please make sure payment is paid BEFORE commencement of the first class.