



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

AMII LEVEL 1 - PUBLIC PROGRAMME SCHEDULE
OCTOBER 2017 INTAKE (Life Route)
Subject – Customer Service Excellence in Insurance (Code : 312)

06/11/2017 to 08/01/2018 09/01/2018 to 22/01/2018 23 JANUARY 2018 @ 2:00 PM		Class Lectures Study weeks Final Examination	
COURSE PLANNING ASSOCIATESHIP OF THE MALAYSIAN INSURANCE INSTITUTE – (AMII LEVEL 1) LECTURER : MR PAKEA NATHAN			
VENUE : MII City Centre @ Wisma Sime Darby, Jalan Raja Laut, Kuala Lumpur DAY : Monday & Wednesday TIME : 6.00 PM - 9.00 PM			
CLASS	DATE	HOURS	REMARKS
1	06 November 2017	3	No marks will be given for assignments/project paper submitted after due date Assignment Submission Deadline : 3rd January, 2018
2	08 November 2017	3	
3	13 November 2017	3	
4	15 November 2017	3	
5	20 November 2017	3	
6	22 November 2017	3	
7	27 November 2017	3	
8	29 November 2017	3	
One Week Class Break – December 4 – 8, 2017			
TEST 1 - SATURDAY @ December 9, 2017 @ 10:00 am to 11:00 am			
9	11 December 2017	3	
10	13 December 2017	3	
11	18 December 2017	3	
12	20 December 2017	3	
One Week Class Break – December 21 – 31, 2017			
13	03 January 2018	3	Revision and Submission of Assignment
14	08 January 2018	3	Revision
TEST 2 - SATURDAY @ January 13, 2018 @ 10:00 am to 11:00 am			
TOTAL OF CONTACT HOURS		42	Lectures = 28 hours Revision = 14 hours
Assessment Structure		Important note for Lecturer	
Assignment : 20% (1 single assignment - Format - 5 compulsory questions) Term Tests : 20% (2 tests) Final Examination : 60%		The overall course mark sheet must be submitted to MII by 18 January 2018 . This is to avoid delay in the release of final examination result.	
FINAL EXAMINATION	23 January 2018 @ 2:00 PM – 5:00 PM		

IMPORTANT NOTE :

CLOSING DATE FOR REGISTRATION – 6th October, 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 - 1st 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 Course Management Unit 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 – 6TH OCTOBER 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.