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**CDS Ref. No : ALL\_00001\_16**

15 July 2016

**Chief Executive Officer / Principal Officer / General Manager / Training Head /  
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**Dear Valued Customer,**

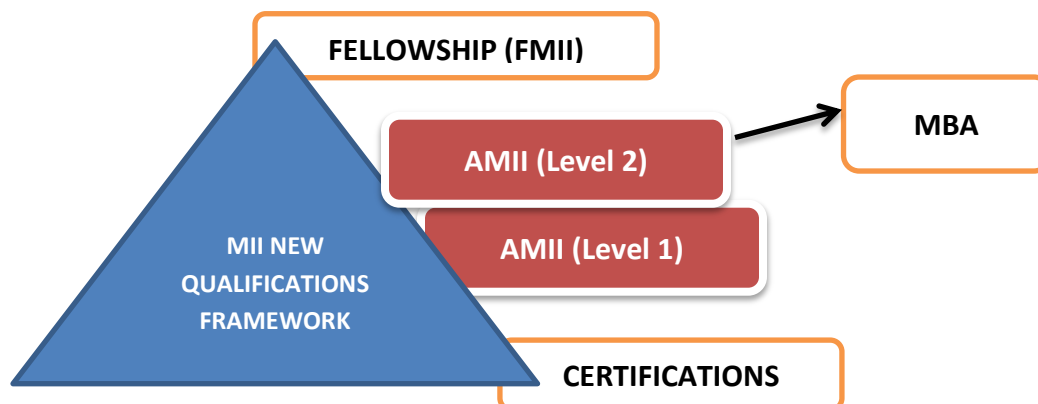
### **UPDATES ON NEW MII QUALIFICATION FRAMEWORK**

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In responding to the Malaysian Financial Services Sector Blueprint 2011-2020, MII has reviewed its overall governance and qualification framework, with the view to strengthen the Institute's roles as professional body and education centre.

The intense effort for last few years in reviewing and developing the new framework is now completed and ready to be offered. In ensuring the new qualification framework continues to meet the current and future needs of the profession and industry, MII had worked closely with all its stakeholder namely its Board of Directors, industry Chief Executive Officers, Training Heads, Human Resource Heads and representative from industry associations namely LIAM, PIAM, MITBA and AMLA.

The MII qualifications framework has been designed to provide a clear path for those looking to develop their career in today's insurance market. The framework provides market-led qualifications and programmes.



## **MII New Qualification Framework – AMII Level 1 and Level 2**

The **new Associateship of the Malaysian Insurance Institute (AMII - Level 1 and 2)** is developed by combining the intermediate and advanced level. The **new AMII** is an exclusive professional qualification programme tailored to the needs of the business and industry. The introduction of the **new AMII (Level 1 and 2)** will provide graduates a firm grounding in insurance fundamentals and enable them to advance towards higher order technical knowledge, thereby ensuring they have the means to function effectively in a challenging environment, as a competent, skilled and experienced professional.

By offering the **new AMII**, the current MII main flagship learning programme i.e. Diploma of The Malaysian Insurance Institute (DMII) and Associateship of The Malaysian Insurance Institute (AMII) will be phased off after July 2016 examination session.

The **new AMII (Level 1 and 2)** is certified by the Finance Accreditation Agency (FAA) will be offered in the October 2016 examination session. FAA is an independent quality assurance and accreditation body supported by Bank Negara Malaysia (Central Bank of Malaysia) and Securities Commission Malaysia and managed by a committee of technical experts, industry professionals and leading academics from the international financial services industry.

## **Comparison to current DMII/AMII to AMII Level 1 and 2**

As compared to current DMII/AMII, the **new AMII (Level 1 and 2)** consists of the following salient points:

- i. Enhanced subject offering – more subjects are offered to address identified gaps in the framework. This is to ensure that staff or the students will have the appropriate knowledge and skills to perform their job effectively.
- ii. Enhanced syllabus and subject content – syllabus are enhanced with local content and practices to ensure the MII insurance qualifications framework continues to meet the industry requirements.
- iii. Enhanced assessment methodology – combination of coursework as assignments, case studies and final examination will promote the application of both academic and experience/work-related knowledge. By doing the assignments or case studies, it will develop the in-depth understanding of complex and real issues at the work place scenarios. It is expected that the student is able to think critically and analytically.
- iv. Changed completion requirements – more robust completion requirements in place to increase learning level and standard. Effective October 2016, a minimum of 50 credits will be required to complete with 3 compulsory and 3 elective subjects at Level 1 and 2 compulsory and 6 elective subjects at Level 2. However, candidates will be given credit exemptions based on past results and qualification review.
- v. MII textbooks - Under the new qualifications framework, MII is developing its own textbooks to support the student learning. Total of 18 textbooks is in progress and will be published before 2<sup>nd</sup> quarter of 2016. MII aims to promote its own standard reference in the context of Malaysian insurance industry so that the reference books are more accurately aligned and relevant to the needs of Malaysian industry.

## AMII Level 1 and 2 – Key Facts

For details information about AMII Level 1 and 2, please refer to Appendix A.

## Transition Arrangement for Current DMII/AMII Students to AMII Level 1 and 2

We are pleased to confirm the following transition arrangement for all our current students as per table below. For details information about the credits allocation in regards to the transition period, please refer to Appendix B.

	<b>Programme</b>	<b>Current Status (after July 2016 exam session)</b>	<b>Next Steps to New AMII</b>
1	DMII	Completed	<ul style="list-style-type: none"><li>- To register AMII at Level 2 with 1 compulsory subject exempted (i.e Insurance Law)</li><li>- To complete 7 subjects to obtain AMII Level 2 (i.e 1 compulsory subject and 6 elective subjects)</li></ul>
2	DMII	In progress	<ul style="list-style-type: none"><li>- To complete the remaining number of subjects under AMII Level 1</li><li>- For example if under the current DMII, a student is required to complete 5 subjects with a total of 120 credits, and if the student has completed 3 subjects, another 2 subjects are to be completed under AMII Level 1.</li><li>- 2 compulsory subjects (i.e Insurance Law and Insurance Business and Finance) under the current completion criteria is still need to be fulfilled.</li><li>- Please refer to Appendix B for the remaining subject(s) to be taken to complete the AMII Level 1</li><li>- Student is required to follow the new AMII Level 1 Assessment Structure for completion requirement.</li><li>- This special consideration is valid until September 2017 examination session, thereafter students will be transferred to the new AMII Level 1 and 2 in accordance to the programme transition policies and procedures.</li></ul>

	<b>Programme</b>	<b>Current Status (after July 2016 exam session)</b>	<b>Next Steps to New AMII</b>
3	AMII	In progress	<ul style="list-style-type: none"> <li>- To complete the remaining number of subjects under AMII Level 2</li> <li>- For example if under the current AMII, a student is required to complete 11 or 12 subjects with a total of 290 credits, and if the student has completed 5 subjects, another 7 subjects are to be completed under AMII Level 2 (i.e 1 compulsory subject – Insurance Business and Economics and 6 subjects under elective)</li> <li>- 2 compulsory subjects (i.e Insurance Law and Insurance Business and Finance) under the current completion criteria is still need to be fulfilled.</li> <li>- Please refer to Appendix B for the remaining subject(s) to be taken to complete the AMII Level 2</li> <li>- Student is required to follow the new AMII Level 2 Assessment Structure for completion requirement.</li> <li>- This special consideration is valid until September 2017 examination session, thereafter students will be transferred to the new AMII Level 1 and 2 in accordance to the programme transition policies and procedures</li> </ul>
4	AMII Level 1 and Level 2	New registration (effective August 2016 and 1 <sup>st</sup> exam in October 2016)	<ul style="list-style-type: none"> <li>- To complete Level 1 or Level 2 according to new AMII programme and examination structure</li> <li>- Level 1 – 3 compulsory and 3 elective subjects with total credits of 18 credits</li> <li>- Student from Level 1 must meet the Level 1 completion criteria before moving to Level 2</li> <li>- Level 2 – 2 compulsory and 6 elective subjects with total credits of 32 credits</li> <li>- To fulfil total of 50 credits to complete AMII</li> </ul>

## **Application for AMII Level 1 and 2 Subjects Exemption**

Students should apply the exemption directly to Assessment and Exemption Unit by following the steps below :

1. To request exemption, the student must complete the exemption form from MII website: <http://www.insurance.com.my/exam/downloads> and must be a registered AMII student.
2. The student is responsible to verify the required information on student's learning and to submit the verified required information together with the exemption application form.
3. The student's non-MII examination or qualification must match the learning outcomes of a current CMII, AMII Level 1 or AMII Level 2 subject syllabus, depending on the exemption the students are applying for.
4. The assessment method of the non-MII examination or qualification must be of a similar standard and scope to the MII examination unit / subject.
5. MII accepts applications only for fully completed and awarded qualifications. If the students have partially completed qualifications, the student will not be eligible for exemptions. However, if the student who have passed some 'relevant' CII examination units/subjects, the student can be considered for credit transfer.

## **Changes to MII Qualification Framework**

The MII Qualification Framework is evolving in response to the regulatory environment, changes in education regulation standards and customer needs.

As a consequence, exemption awards and accreditation criteria do change. The maximum credits awarded will be subjected to changes to the MII Qualification Framework.

Should you require further clarification, please do not hesitate to contact us at 03-20878882/3.

Thank you.

Yours sincerely,

Wahida Shariff  
Head  
Registry and Examinations Centre

*(no signature is required of this letter)*

# APPENDIX A

## KEY FACTS AT GLANCE - AMII LEVEL 1 AND LEVEL 2

Key Facts	AMII (Level 1)	AMII (Level 2)
FAA Accreditation Level	Level 4	Level 5
Learning Level	Intermediate	Intermediate/Advanced
Bloom's Taxonomy Level	Level 3 & 4 3 – Applying 4 - Analysing	Level 4 & 5 4 – Analysing 5 - Evaluating
Credits per subject	3 Credits	4 Credits
Credits required to complete (Total of 50 Credits)	18 Credits	32 Credits
Total study time (Guided and Independent Learning) per subject	120 Hours <ul style="list-style-type: none"> <li>✓ Lecture/Seminar: 40 Hours</li> <li>✓ Tutorial/Workshop: 14 Hours</li> <li>✓ Independent Learning: 66 Hours</li> </ul>	160 Hours <ul style="list-style-type: none"> <li>✓ Lecture/Seminar: 42 Hour</li> <li>✓ Tutorial/Workshop: 14 Hours</li> <li>✓ Independent Learning: 104 Hours</li> </ul>
Recommended study time	100 to 200 hours depending on the subjects	
Entry Requirements	<p>Minimum entry requirements :</p> <ol style="list-style-type: none"> <li>1. Passed STPM/A-Level or higher qualification which is recognized by the Malaysian Government or recognized Professional Bodies OR</li> <li>2. Passed Certificate of the Malaysian Insurance Institute (CMII) from the Malaysian Insurance Institute OR</li> <li>3. Passed Certificate in Insurance from Chartered Insurance Institute, (CII) United Kingdom</li> </ol>	

Key Facts	AMII (Level 1)	AMII (Level 2)
Entry Requirements	<p><b>Note:</b></p> <ul style="list-style-type: none"> <li>- Students with a recognised qualification in the relevant field will be given credit exemptions based on past results and portfolio review (where applicable).</li> <li>- Any other qualifications will be considered on a case-to-case basis.</li> </ul> <p>MII's Academic Committee reserves the right to accept or reject any application.</p>	
Programme Fee (Inclusive 6% GST)	Class-based – RM11,461.10 Self-study – RM4,465.10	Class-based – RM18,492.30 Self-study – RM7,468.30
	<p><b>Total Fee (AMII Level 1 &amp; 2)</b>            Class-based – RM29,953.40            Self-study – RM11,933.40</p>	
	<p>The above fees inclusive of student registration (one time payment), student membership (for first year only), class/tuition fee, study material, assignment fee and examination fee</p>	
Membership	<p>Student must be an active member of MII with fee payment of RM 55.00 for the first year and RM 35.00 for subsequent renewals where appropriate GST will be charged</p>	
Programme Completion Timeframe	3 years	5 years
	<p>If the student is unable to complete within the stipulated timeframe, the student is required to re-register the programme and no credits are allowed to carry forward</p>	

<b>Key Facts</b>	<b>AMII (Level 1)</b>	<b>AMII (Level 2)</b>
<b>Number of subjects to complete</b>	<b>6 subjects (3 Compulsory + 3 Electives)</b>	<b>8 subjects (2 Compulsory + 6 Electives)</b>
<b>Compulsory Subjects</b>	<b>3 Compulsory Subjects:</b> <ol style="list-style-type: none"> <li>1) Insurance Principles and Market Practice</li> <li>2) Insurance Operations and Finance</li> <li>3) Legal Principles</li> </ol>	<b>2 Compulsory Subjects:</b> <ol style="list-style-type: none"> <li>1) Insurance Law</li> <li>2) Insurance Business and Economics</li> </ol>
<b>Elective Subjects</b>	<b>Choose 3 out of 6 Subjects:</b> <ol style="list-style-type: none"> <li>1) Insurance Claims</li> <li>2) Insurance Underwriting</li> <li>3) Commercial Property and Business Interruption Insurance</li> <li>4) Personal Lines Insurance</li> <li>5) Motor Insurance</li> <li>6) Liability Insurance</li> </ol>	<b>Choose 6 out of 9 Subjects:</b> <ol style="list-style-type: none"> <li>1) Insurance Risk Management</li> <li>2) Insurance Marketing</li> <li>3) Insurance Underwriting Management</li> <li>4) Insurance Claims Management</li> <li>5) Reinsurance</li> <li>6) Medical and Health Insurance</li> <li>7) Life Assurance</li> <li>8) Life and Disability Insurance Underwriting</li> <li>9) Takaful</li> </ol>
	<b>Note :</b> <b>Financial Planning subjects and Actuarial based subjects will be added soon to cater current needs of industry</b>	
<b>Study Materials</b>	<b>Registered student will be given the MII study text upon registration of each subject</b>	
<b>Lecturers</b>	<b>The Institute reserves the right to appoint and replace any lecturers assigned for this study programme</b>	
<b>Class Venue</b>	<ul style="list-style-type: none"> <li>- All Kuala Lumpur classes will be held at MII City Centre located at 6<sup>th</sup> floor, Wisma Sime Darby, Jalan Raja Laut, Kuala Lumpur.</li> <li>- For outstation classes, MII will inform the students upon confirmation of the conduct of the classes.</li> <li>- The Institute reserves the right to change the venue as deemed necessary.</li> </ul>	



Key Facts	AMII (Level 1)	AMII (Level 2)
Examination Session	1 <sup>st</sup> exam session – October 2016 3 times yearly (effective 2017) : January, May & September	
Assessment Structure	Class-based : 60% final exam 40% course work Self-study : 60% final exam / 40% course work	
Assessment Composition	<b>1 single assignment @ 20%</b> - <i>Format – 5 compulsory questions</i>  <b>2 test @ 10% per test</b> - <i>Duration – 1 hour</i>	<b>1 single assignment @ 20%</b> - <i>Format – Case study/scenario based question</i>  <b>2 test @ 10% per test</b> - <i>Duration – 1 hour</i>
	<b>Coursework Marks :</b> Students are allowed to use their coursework marks 2 times within a year from the first exam sitting date (i.e use for 1 <sup>st</sup> exam plus 1 more time (if repeat) within a year from first exam)	
Final Examination Format	<b>Part 1</b> 8 short questions (Total marks 80 – 10 marks/question)  <b>Part 2</b> Answer 3 from 4 Essay questions (Total marks 120 – 40 marks/question)  <b>Total marks = 200 marks</b> <b>Duration – 3 hours</b>	<b>Part 1</b> 5 short questions (Total marks 50 – 10 marks/question)  <b>Part 2</b> 1 Compulsory question – case study / scenario based question (Total marks 50 marks/question)  <b>Part 3</b> Answer 2 from 3 Essay questions (Total marks 100 – 50 marks/question)  <b>Total marks = 200 marks</b> <b>Duration – 3 hours</b>
Passing Marks	55%	55%

Key Facts	AMII (Level 1)	AMII (Level 2)																								
Grading Structure	<table border="1"> <thead> <tr> <th data-bbox="526 344 654 415">Pass Mark</th> <th data-bbox="654 344 821 415">Marks</th> <th data-bbox="821 344 954 415">Grade</th> <th data-bbox="954 344 1130 415">Status</th> <th data-bbox="1130 344 1430 415">Issue of Results</th> </tr> </thead> <tbody> <tr> <td data-bbox="526 415 654 611" rowspan="5">55%</td> <td data-bbox="654 415 821 453">70 - 100</td> <td data-bbox="821 415 954 453">D</td> <td data-bbox="954 415 1130 453">Distinction</td> <td data-bbox="1130 415 1430 611" rowspan="5">60 days after the examination date and after approved by Academic Committee</td> </tr> <tr> <td data-bbox="654 453 821 491">55 - 69</td> <td data-bbox="821 453 954 491">P</td> <td data-bbox="954 453 1130 491">Pass</td> </tr> <tr> <td data-bbox="654 491 821 529">50 - 54</td> <td data-bbox="821 491 954 529">X</td> <td data-bbox="954 491 1130 529">Fail</td> </tr> <tr> <td data-bbox="654 529 821 567">43 - 49</td> <td data-bbox="821 529 954 567">Y</td> <td data-bbox="954 529 1130 567">Fail</td> </tr> <tr> <td data-bbox="654 567 821 604">0 - 42</td> <td data-bbox="821 567 954 604">Z</td> <td data-bbox="954 567 1130 604">Fail</td> </tr> </tbody> </table>				Pass Mark	Marks	Grade	Status	Issue of Results	55%	70 - 100	D	Distinction	60 days after the examination date and after approved by Academic Committee	55 - 69	P	Pass	50 - 54	X	Fail	43 - 49	Y	Fail	0 - 42	Z	Fail
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	43 - 49	Y	Fail																							
	0 - 42	Z	Fail																							
Programme Name	AMII (Level 1)		AMII (Level 2)																							
Completion Awarded (certificate)	AMII (Level 1)		Associateship of The Malaysian Insurance Institute																							
Membership Designation/Category	Ordinary		Associate																							
Progression Route	AMII (Level 2)		Fellowship (FMII) / Master Degree with West Scotland University																							
Changes in MII Qualification Framework	<p>The MII framework is evolving in response to the regulatory environment, changes in education regulation standards and customer need.</p> <p>As a consequence, exemption awards and accreditation criteria do change. The maximum credits awarded will be subject to changes to the MII Qualification Framework</p>																									

## APPENDIX B

### CREDITS ALLOCATION TABLE – TRANSITION TO AMII LEVEL 1 AND 2

*(Effective 2018, credits will be given on a one-to-one subject basis as per table below should the students under the old framework are unable to complete their AMII. As for now, the table below can be as a guide and reference to map the new and old framework subjects)*

#### List 1 – Current students pursuing DMII / AMII (2003 – July 2016)

No	Pre 2003 - 2016 subjects : Subject title	Credits awarded in the new framework : October 2016 onwards			
		Subject title	Level	Category	Credit
1	CMII	1. Insurance Principles & Market Practice	Level 1	Compulsory	3 credits
2	109 Insurance Business and Finance	2. Insurance Operations & Finance			
3	Nil	3. Legal Principles – new			
4	107 Claims Practice	4. Insurance Claims	Level 1	Elective	
5	108 Personal Insurances	5. Personal Lines Insurance			
6	114 Underwriting practice	6. Insurance Underwriting			
7	110 Motor Insurance	7. Motor Insurance			
8	111 Liability Insurance	8. Liability Insurance			
9	106 Commercial Property & Business Interruption	9. Commercial Property & Business Interruption			

No	Pre 2003 - 2016 subjects : Subject title	Credits awarded in the new framework : October 2016 onwards			
		Subject title	Level	Category	Credit
10	105 Insurance Law	10. Insurance Law	Level 2	Compulsory	4 credits
11	32 The Business Environment	11. Insurance Business & Economics			
12	34 Life and Disability Underwriting	12. Life & Disability	Level 2	Elective	
13	52 Risk Management	13. Insurance Risk Management			
14	68 Marketing	14. Insurance marketing			
15	88 Life Assurance	15. Life Assurance			
16	100 Underwriting Management	16. Insurance Underwriting Management			
17	101 Claims Management	17. Insurance Claims Management			
18	112 Reinsurance	18. Reinsurance			
19	103 Private Medical Insurance	19. Medical and Health Insurance			
20	Nil	20. Takaful			

**List 2 : Subjects Passed Pre-2003**

No	Pre 2003 Subjects : Subject Title	Credits awarded in the New Framework : October 2016 onwards			
		Subject Title	Level	Category	Credit
1	DC71 Legal Aspects of Insurance	Legal Principles – new	Level 1	Compulsory	3 credits
2	DC72 Modern Business Practice	Insurance Operations & Finance			
3	DG69 Insurance Practice	Non-subject specific credit	Level 1	Elective	3 credits
4	DL70 Long-Term Insurance Practice				
5	DG73 An Introduction to Comm. Gen. Ins.				
6	DG74 An. Intro. Personal Gen. Ins.				
7	DL75 An. Intro. To Long Term Buss.				
8	DMA76 An Intro. To. Marine and Aviation Ins.				
9	DL102 An Intro. To Healthcare Ins.				
10	DG77 Personal General Insurances Underwriting and Claims				
11	DG78 Property Insurance				
12	DG79 Business Interruption Insurance				
13	DG80 Motor Insurance				
14	DG81 Liability Insurance				
15	DL82 Life Assurance				
16	DPN83 Pensions				
17	DMA84 Marine Insurance				
18	DMA85 Aviation Insurance				
19	DRI86 Reinsurance				

No	Pre 2003 Subjects : Subject Title	Credits awarded in the New Framework : October 2016 onwards			
		Subject Title	Level	Category	Credit
20	DMM87 Fundamentals of Management	Non-subject specific credit	Level 1	Elective	3 credits
21	AC31 Company and Contract Law	Insurance Law	Level 2	Compulsory	4 credits
22	AC30 Risk and Insurance	Non-subject specific credit	Level 2	Elective	4 credits
23	AMM67 Accounting & Finance for Managers				
24	AMA95 Principles of Marine Insurance				
25	AMA96 Marine Insurance U/W & Claims				
26	AMA97 Aviation Insurance				
27	AL37 Financial Aspects of Long-Term Buss.				
28	ARI99 The Application of Reinsurance				
29	AMM63 Lloyd's Regulatory Requirements				
30	AMM65 Insurance Broking				
31	AMM66 Principles & Practices of management in insurance				
32	AG90 Principles of Property & Pecuniary Insurance				
33	AG91 Commercial Property & Pecuniary Insurance				
34	AG92 Liability Insurance				
35	AG93 Personal Insurance				
36	AG94 Motor Insurance				
37	ARI98 Principles of Reinsurance				

**List 3 : Subjects Passed Pre-1992**

No	Pre-1992 Subjects : Subject Title	Credits awarded in the New Framework : October 2016 onwards			
		Subject Title	Level	Category	Credit
1	DC01 Use of Business English and	Non-subject specific credit	Level 1	Elective	Refer to the table below for credit allocation
2	DC02 / AC02 Introduction to Insurance				
3	DC03 / AC03 Legal Principles				
4	DC04 / AC04 Economics				
5	DL09 / AL09 / APN09 Life Assurance Law				
6	AG / AMA10 Principles and Practice of Insurance				
7	AG / AL / APN12 Insurances of the Person				
8	AL / APN 11/ AG27 Pensions and related benefits				
9	AMA13 / AG22 Insurances of transportation				
10	AG14 Property and Pecuniary Insurances				
11	AG18 Insurances of Liability				
12	AG22 Insurances of transportation				
13	AG26 Life assurance law and practice				
14	AG27 Pensions and related benefits				
15	AL15 Life assurance practice				

No	Pre-1992 Subjects : Subject Title	Credits awarded in the New Framework : October 2016 onwards			
		Subject Title	Level	Category	Credit
16	AL19 life assurance law and taxation	Non-subject specific credit	Level 1	Elective	Refer to the table below for credit allocation
17	AL23 Financial aspects of life business				
18	APN16 Pension scheme design and administration				
19	APN20 Pension law and taxation				
20	APN24 Financial Aspects of pension business				
21	AMA17 Marine or aviation law				
22	AMA21 Marine or Aviation underwriting				
23	AMA25 Marine or aviation claims				
24	AC28 Quantitative methods as applied to insurance				
25	DL05 Principles of Life Insurance				
26	DL06 Application and Practice of Life Insurance				
27	DG07 Principles of General Insurance				
28	DG08 Application and Practice of General Insurance				



**Credit allocation table for Pre-1992 subjects passed**

<b>NO</b>	<b>Number of Pre-1992 Associateship subjects passed</b>	<b>Credits awarded in the new framework at Level 1 : October 2016 onwards</b>
1	One	NIL - No credits will be given
2	Two	3 credits @ Level 1 Elective
3	Three	
4	Four	
5	Five	6 credits @ Level 1 Elective
6	Six	
7	Seven	
8	Eight	9 credits @ Level 1 Elective
9	Nine	