

CAii, AAii (Level 1 and 2) Exemption & Credit Transfer Application Form



1. Use Block Capital throughout in completing this form.
2. Please ensure that you have read and understood the exemption guidelines before completing this section.
3. Processing fee is waived for 1st time application for CAii, AAii (Level 1 & 2). However, a fee of RM162/USD36 inclusive of 8% SST will be charged for re-applications, (i.e. after payment deadlines, appeals, submission of new additional qualifications etc.).
4. For successful application, the following are the exemption fee inclusive of 8% SST:
 - CAii = RM324.00 / USD 110
 - AAii L1 = RM324.00 / USD 110 per subject
 - AAii L2 = RM432.00 / USD 150 per subject

"Note: International students are required to use USD currency."

Section A	Personal Details												
Name (as in IC)													
New I.C. no.							-			-			
Old I.C.no.													
Passport no.													
Correspondence address													
								Postcode					
Tel. No.								Mobile no.					
Company name													
Office address													
Office tel.no.								Postcode					
Email (compulsory)	* Please take note when providing your email address as most correspondence with be sent electronically.												

Section B	Exemption application
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Please complete this section with the details of the examination you are seeking exemption for:

Exemption / requested for Please tick (☑)		Certified copies of examination certificate Please tick (☑)		Certified copies of examination result transcripts Please tick (☑)	
	CAii		Copy enclosed		Copy enclosed
	AAii Level 1		Copy enclosed		Copy enclosed
	AAii Level 2		Copy enclosed		Copy enclosed

Please tick the subject/s for which you are seeking to claim exemption from: CAii, AAii Level 1 and 2. We will only process your application based on the subjects you have indicated below.

(Important: Your non - Aii examination must match the learning outcomes and the assessment method of the current Aii examination that you are applying for exemption.)

AAii LEVEL 1		AAii LEVEL 2	
301	Insurance Principles and Market Practice (General)	401	Insurance Law
302	Insurance Operations and Finance	402	Insurance Business and Economics
303	Legal Principles	403	Insurance Marketing
304	Insurance Claims	404	Insurance Claims Management
305	Insurance Underwriting	405	Insurance Underwriting Management
306	Motor Insurance	406	Insurance Risk Management
307	Liability Insurance	409	Medical and Health Insurance
308	Personal Lines Insurance	410	Reinsurance
309	Commercial Property and Business Interruption	411	Takaful
310	Insurance Principles and Market Practice (Life)		

Section C	Qualifications held
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1. Photocopies of certificates and other relevant supporting documents must be **certified as true copies**. Applications cannot be considered without evidence of qualifications held.

Date of award	Qualification (Pls use exact wording as it appears on your certificate)	Awarding University / Institute / Professional Body & Country

Section D	Personal Data Protection Act 2010 & Applicant's Declaration
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Important Notice

In regard to Personal Data Protection Act 2010 (**"the Act"**), please note that your personal data is used, stored, disclosed and processed by Aii solely for the Purpose of processing exemption and/or in connection to other Aii products or services. Your personal information may also be disclosed or transferred to a relevant third-party, i.e. to the industry-related associations, industry-related companies, government agencies and any of their respective agents. Any inquiries or complaints with respect to your personal information may also be channeled to Aii by submitting such request to Aii via post, or email (customer@aiiasia.org).

Applicant's Declaration

1. I am deemed to have consented to Aii to use, store, disclose and process my personal data for the Purpose mentioned above and agree to comply with and be subject to the jurisdiction of all rules and regulation of Aii concerning the exemption application. I declare that to the best of my knowledge the information supplied in this application form and the supporting documents are correct and complete. If my application is successful, I agree to abide by all the rules and regulations of Asian Institute of Insurance (Aii).
2. I declare that to the best of my knowledge, the information supplied in this application form and the supporting documents are correct and complete.

3. In connection with my application to Asian Institute of Insurance for exemption, I understand that reference checks and requests for verifications regarding my qualification and education may be made. Verification issued by the awarding body will include my full legal name at the time of study, the level of qualification undertaken, the full course title, the mode of attendance (i.e. full time or part time), the start date, and award date and classification achieved (if applicable). If I was permanently withdrawn from my studies, this will also be shown in the final document. I also understand "references and verifications may take 10 to 30 working days" to be completed from the submission of correct details.
4. I give my consent to the awarding body/university/institution to release the above education and qualification details to Asian Institute of Insurance.
5. I am deemed to have consented that Aii can use, store, disclose and process my personal data for the purpose mentioned above and agree to comply with and be subject to the jurisdiction of all rules and regulations of Aii concerning the exemption application.
6. If my application is successful, I agree to abide by all the rules and regulations of Asian Institute of Insurance.

Signed	Date
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Important Note: The decision of the Institute on granting of the exemption is final. No further appeals may be made.

CAii, AAii (Level 1 and 2) Exemption Application

For office use only Please tick (☑) where applicable)		
1. Exemption applied for: Please tick (☑)	<input type="checkbox"/>	CAii
	<input type="checkbox"/>	AAii Level 1
	<input type="checkbox"/>	AAii Level 2
2. Certified copies of documents submitted: Please tick (☑)	<input type="checkbox"/>	Degree/Diploma/Professional Certificates
	<input type="checkbox"/>	Transcripts of results
	<input type="checkbox"/>	Syllabuses
3. Qualification title		
4. Year awarded / within last 10 years?	Yes (please tick)	No (please tick)
5. Payment details.	Amount (RM/USD)	O.R.No.
6. Approved exemption (subject code)		
7. Disapproved exemption (subject code)		
8. Further assessment / documentation required?	Yes (please tick)	No (please tick)
9. Remarks		
10. Prepared / processed by	Sign	Date
11. Verified by	Sign	Date
12. Approved by	Sign	Date