

IMPORTANT EXAMINATION ADMINISTRATIVE DETAILS		2025 / 2026 CLOSING DATES				IMPORTANT INFORMATION (EXAMINATION TERMS AND CONDITIONS)
		2026			2027	
		January Exam	May Exam	September Exam	January Exam	
	Examinations Date	24, 27, 28 & 29 January 2026	16, 19, 20 & 21 May 2026	26, 28, 29 & 30 September 2026	23, 26, 27 & 28 January 2027	
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 E-Book)</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>	Friday 3 October 2025	Friday 13 February 2026	Friday 12 June 2026	Friday 16 October 2025	<p>For new student – <i>Compulsory</i>:</p> <ul style="list-style-type: none"> <li><u>Student registration fee of RM100</u> is required upon first time registration at Level 1 and Level 2 (Non-refundable)</li> <li>Membership: RM100.00 (1st year RM50.00 and Admission RM50.00)</li> </ul> <p><b>Self-Study Fee (per subject):</b>  <i>Inclusive E-book, assignments and 2 tests (refer Assessment structure) and final exam.</i></p> <ul style="list-style-type: none"> <li>– IPMP: RM410.00</li> <li>– Level 1: RM700.00</li> <li>– Level 2: RM810.00</li> </ul> <p><b>Class-Based Fee (Per subject):</b>  <i>Inclusive class, E-book, assignments, 2 tests (refer Assessment structure) and final exam.</i></p> <ul style="list-style-type: none"> <li>– Level 1: RM1,800.00</li> <li>– Level 2: RM2,160.00</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.  <b>Students are encouraged to apply exemption(s) at the beginning of the programme.</b> Exemption application form is available from Aii website: <a href="http://www.aiaaia.org">www.aiaaia.org</a></p>

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2	Repeat Examination only:	Friday 12 December 2025	Friday 17 April 2026	Friday 21 August 2026	Friday 11 December 2026	<b>Examination entry fee (per subject):</b> <b>(Exclusive text material)</b> <ul style="list-style-type: none"> <li>- IPMP : RM150.00</li> <li>- Level 1: RM250.00</li> <li>- Level 2: RM250.00</li> </ul>
3	Withdrawal or Cancellation from examination	<p>Any request for postponement, cancellation or withdrawal of examination (before the examination closing date) must be in writing and subject to approval by the relevant authorities. Upon approval candidate is allowed a refund of 50% of the examination fee or as determined by Management.</p> <p>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.</p>				
4	Request for Change of Exam Session, Centre and Subject	Friday 12 December 2025	Friday 17 April 2026	Friday 21 August 2026	Friday 11 December 2026	<b>If a request is made after the examination closing date, a 50% examination fee will be charged. However, the request must be submitted before the examination e-permit notification is issued.</b>
5	Examination e-Permit Notification  Can be printed out from <a href="https://aii4u.org/ilms/user/login">https://aii4u.org/ilms/user/login</a>	Friday 2 January 2026	Thursday 30 April 2026	Friday 4 September 2026	Monday 4 January 2027	<p>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.</p> <p>Please check:</p> <ul style="list-style-type: none"> <li>- Whether any changes have been made to the dates or times for the subject(s) for which you have registered</li> <li>- That the subjects shown on your e-permit are those that you have registered for.</li> </ul>

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6	Absent from examination: To submit written application with relevant supporting document	Monday 10 February 2026	Tuesday 9 June 2026	Monday 12 October 2026	Tuesday 9 February 2027	<p><b>Refund of 50%</b> of the examination fee for Level 1 and Level 2 will be issued if you are absent from the examination due to the following:</p> <ul style="list-style-type: none"> <li>(a) Medical condition (self) – to provide report from doctor to confirm on the criticality of being unfit to sit for the examination.</li> <li>(b) Bereavement of parent, parent-in-law, spouse or child.</li> <li>(c) Disabling traffic accident.</li> <li>(d) Court appearance (self).</li> </ul> <p>Your written application supported by <u>official documents</u>, (i.e. medical certificates, police report, court letter, etc.) <b>must be submitted before the closing date:</b> To: Head of Professional Standards (Services) Unit By: hand or email <a href="mailto:education@aiaasia.org">education@aiaasia.org</a></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>
7	Examination e-Result Notification	Tuesday 31 March 2026	Friday 31 July 2026	Friday 27 November 2026	Tuesday 30 March 2027	<p>The e-Result will be made available as per schedule. Therefore, students will no longer receive printed examination result notification via normal mail. The e-result notification is served as an examination result slip</p>

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	Can be printed out from <a href="http://aii4u.org/ilms">aii4u.org/ilms</a>					Please be informed that Examination e-Results cannot be made known over phone calls or through other electronic means. Aii does not entertain any enquiries in this respect.
8.	Remarking / Appeal	14 April 2026	14 August 2026	11 December 2026	14 April 2027	<p>Candidates who receive a failure grade have the option of applying for a post-result review of marking (remarking) for a fee of RM100 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.</p> <p>The post-result review of marking will be ready within <b>1 month</b> from the remarking closing date</p>
9.	Certificate / Transcript	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 issued once the programme clearance form is submitted and processed by Faculty Unit.				

- If there are any discrepancies to your examination e-Permit/e-Result, please contact Aii Faculty Unit immediately at: Asia Institute of Insurance  
Level 6, Bangunan AICB, No.10, Jalan Dato' Onn, 50480 Kuala Lumpur  
General Line: 03-2712 8882  
Email: [customercare@aiiasia.org](mailto:customercare@aiiasia.org) Website: [www.aiiasia.org](http://www.aiiasia.org)