INTERNATIONAL CERTIFICATE IN INVESTMENT MANAGEMENT EXAMINATION ENTRY FORM -

REGISTRATION FEE:

The registration fee is a single payment for every candidate taking an examination. Once the fee is paid in respect of a named candidate there is no repeat of this fee required, no matter how many times a candidate takes SII examinations, including other SII qualifications.

The Registration Fee includes student membership which is provided for a full 12 months from exam booking date (Note 1).

INSTRUCTIONS:
Please tick the items required in the boxes provided. Please fill out your personal details below. Payment can be made by cheque, payment card or by firm account.

	Examination Entry [1]	International Examination Entry [2]	1st Choice Exam Date (Note 3 + 5)	2nd Choice Exam Date (Note 3 + 5)
Registration Fee	☐ **£45**	☐ **£25**		
International Certificate in Investment Management	☐ **£160**	☐ **£175**	..... / ..... / ..... AM/PM	..... / ..... / ..... AM/PM

£ TOTAL (all prices include VAT where applicable): £ _____ *(Please ensure you have included the Registration Fee if applicable)*

[1] Prices for UK examination entry or international examination entry for holders of current workbook

[2] Prices for international examination entry including electronic workbook

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PERSONAL DETAILS: *Please print in capitals*

Surname: (Note 2) _____ Title: _____ *eg. Mr/Mrs/Miss/Ms*

Forename(s): _____

Home address: _____

_____ Postcode: _____

Home telephone: _____ Date of birth: D D / M M / Y Y

CANDIDATE NUMBER: (Note 4) _____

EXAMINATION LOCATION: (Note 5) _____

EXAMINATION FEES: (Note 6)

Employer-sponsored ☐

or self-sponsored ☐

EMPLOYMENT DETAILS: *Please use Company Stamp if possible* (Note 7)

Name of firm: _____

Firm's address: _____

_____ Postcode: _____

Position held: _____

Office telephone: _____

Email address: _____

Please indicate with a tick where you would like correspondence to be sent: ☐ Home ☐ Work ☐ Email

Please photocopy this form to book for more than one candidate. Alternatively visit the Securities & Investment Institute website to book online or download a form.

Exam Entry Order Form 04/09 © Securities & Investment Institute 2009

SECURITIES & INVESTMENT INSTITUTE

NOTES & PAYMENT DETAILS

1. STUDENT MEMBERSHIP: For details of the benefits of SII student membership please consult the SII website: www.sii.org.uk/membership/grades of membership/student.

2. CHANGE OF NAME: If you have changed your name since your last exam please send us a copy of the relevant documentation, eg, marriage certificate, marked for the attention of the Data Integrity Executive.

3. TRANSFER AND WITHDRAWAL POLICY: Before booking your examination place, please read the Transfers, Withdrawals, Resits & Late Entries policy (9) on the SII website: www.sii.org.uk/qualifications & exams/exam bookings/before booking an exam, then select SII Exam Policies.

4. CANDIDATE NUMBER: If you have previously taken examinations with the SII please insert your Candidate Number if known. Otherwise, leave blank.

5. COMPUTER BASED TESTING EXAMINATIONS (CBT): The opening hours for UK venues only are available on the SII website. Please note dates cannot be guaranteed as bookings are subject to availability. Early booking is advised. For a full list of CBT venues, please consult the SII website: www.sii.org.uk/qualifications & exams/exam bookings/Computer Based Testing, and then select UK & International Testing Locations.

6. EXAMINATION FEES: *VAT not applicable*. If this form is more than 12 months old (see issue date on front, in bottom left hand corner), it is advisable to telephone to check that the fees are current. Payment can be made by American Express, Delta, Eurocard, MasterCard, Switch and Visa. Please complete the details below.

7. CHANGE OF ADDRESS: Please notify the SII promptly of any address change.

8. SPECIAL NEEDS: Candidates with special needs should notify the SII at least 28 days prior to the examination to allow appropriate arrangements to be made. All requests for extra time must be supported by an original of the medical/educational psychologist's report at the time of lodging this registration.

9. REGULATIONS: The examination regulations can be viewed on the SII web site: www.sii.org.uk/qualifications & exams/exam bookings/before booking an exam, then select SII Exam Regulations. You will be sent a copy of the examination regulations with your exam entry acknowledgement.

PAYMENT: *Please fill out the appropriate information*

Account Firms: ☐ *Please invoice.* Invoice recipient name: _____ Job title: _____

Payment by Cheque: Cheques should be made payable to 'Securities & Investment Institute' and crossed 'Account Payee only'. ☐ *Cheque attached*

Payment by Card: The Securities & Investment Institute accepts payment by certain types of payment card—**American Express, Delta, Eurocard, MasterCard, Switch** and **Visa.** If you would prefer to make your payment in this way, please complete the information requested below. Forms may be faxed or posted to the Institute. If submitting the original form after having sent it by fax, please tick this box to ensure you are not charged TWICE: ☐
Please Note: A credit card fee of 2% of the total order price will apply to all purchases made with a credit card. There will be no fee for Switch or Delta cards.

I wish to pay by ***American Express/Delta/Eurocard/MasterCard/Switch/Visa** **Delete as applicable*

I authorise you to debit my account with the amount of £_____ *(Please check whether you have included the Registration Fee if applicable)*

Card number: ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Expiry date: ☐☐☐☐ Switch/AMEX issue date: ☐☐☐☐ Switch only issue no: ☐☐

Cardholder's name: *(if different to that on previous page of this form)*

Cardholder's address: *(if different to that on previous page of this form)*

Cardholder's signature: _____ Telephone: ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

DECLARATION:
I agree to be bound by the Securities & Investment Institute examination regulations (Note 9) and the terms and notes specified in this entry form. The Institute reserves the right to publish examination results. Results will be available to the FSA or other regulator.

Candidate's signature: _____ Date: _____

Unsigned forms and forms signed on behalf of candidates are NOT accepted.

Office use only:	**Cheque No.**	**Order No.**	**Fee Payer:**	**Purchase Order No.:**
_____	_____	_____	_____	_____

Please send/fax both pages of this form to:

Client Services, Securities & Investment Institute, 8 Eastcheap, London, EC3M 1AE
Telephone: +44 (0)20 7645 0680 **Facsimile: +44 (0)20 7645 0601** Email: clientservices@sii.org.uk

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