



## International Closing Dates & Booking Procedures for SII Diploma, Masters and Advanced Certificate Examinations

### SII Diploma and SII Masters

For examination dates and closing dates, see link below:

[http://www.sii.org.uk/SII/WEB5/sii\\_files/Qualifications/Diploma/Diploma%20Exam%20dates%202006.pdf](http://www.sii.org.uk/SII/WEB5/sii_files/Qualifications/Diploma/Diploma%20Exam%20dates%202006.pdf)

### SII Advanced Certificates

For examination dates and closing dates, see link below:

[http://www.sii.org.uk/SII/WEB5/sii\\_files/Qualifications/ACOR/AOR%20Exam%20Dates%202006.pdf](http://www.sii.org.uk/SII/WEB5/sii_files/Qualifications/ACOR/AOR%20Exam%20Dates%202006.pdf)

**To register** for a narrative (written) examination, please fill in the relevant booking form, this can be found on the SII web site on the link below:

<http://www.sii.org.uk/web5/infopool.nsf/HTML/qbookingforms?OpenDocument>

Once completed email or fax to our SII Client Services Department:

[clientservices@sii.org.uk](mailto:clientservices@sii.org.uk) or Fax: +44(0)20 7645 0601

**Please note:** examination bookings will not be processed until payment is received either by credit card (providing details on the relevant booking form) or via bacs. Details are available from our Client Services Department Tel: +44 (0)20 7645 0680 or email: [clientservices@sii.org.uk](mailto:clientservices@sii.org.uk)

### Costs

a) **Examination costs** - the costs of SII qualifications for overseas candidates can be found on the SII web site on the link below:

[http://www.sii.org.uk/SII/WEB5/sii\\_files/Qualifications/Price%20list%20and%20exam%20forms/Prices010407.pdf](http://www.sii.org.uk/SII/WEB5/sii_files/Qualifications/Price%20list%20and%20exam%20forms/Prices010407.pdf)

b) **Other costs** – £40 **Qualification Registration fee** for all candidates registering for SII examinations.

c) **Costs payable for the examination venue** – candidates are responsible for the local costs of the examination venue and return courier of the examination material, these can vary between £80 - £110. Once your booking form has been received by SII the British Council/venue will be contacted to provisionally book your exam. You will then receive notification via email from SII regarding contact details, costs and when to make your payment directly to the British Council/Venue. It is the candidates responsibility to make the payment as this will confirm you examination place.

**Please note:** SII does not have any control over the local costs. These are payable directly to the venue and are at the venue's discretion.

### Payment

By credit card (providing details on the relevant booking form) or via bacs. Details are available from our Client Services Department Tel: +44 (0)20 7645 0680 or email: [clientservices@sii.org.uk](mailto:clientservices@sii.org.uk)

### Corporate Booking

SII to invoice overseas firms who are sponsoring their candidates, subject to certain conditions. Please contact [clientservices@sii.org.uk](mailto:clientservices@sii.org.uk) if you need to set up an invoicing facility.

### Venues

The British Council hosts the majority of Securities & Investment Institute narrative examinations sat internationally. For countries where a British Council is not available a suitable alternative venue will be found.

**Please note:** Sufficient notice does not automatically entitle a candidate to sit an examination, as we are dependent upon whether the British Council/alternative venue can host the examination.