

2007/08 Application Form

International Diploma in Risk Management

Instructions on completing this application form.

Please read the following instructions before completing and returning this application form.

Section A – Personal details

All sections should be completed. Please provide your name as you wish it to appear on your certificate of completion and all correspondence from the Institute.

Please note, examination results will be sent to the address you provide.

Most communication from the Institute is sent electronically. Therefore, please take care when providing your email address.

Section B – Qualifications, professional membership and experience

Applications will not be processed without proof of evidence meeting one or more of the entry requirements. Evidence of completed qualifications must be supplied, such as certificates confirming successful completion. Do NOT send in original copies unless requested to do so by IRM. All photocopies must be certified as true copies of the originals.

All applicants must attach an up to date CV.

Section C – IRM involvement

Getting involved in Institute activities is a great way to network and learn from other students and members. If a group does not exist in your region or covers your area of interest, then why not set up a group? Full details on all groups can be found on the IRM website.

Section D – Diploma enrolment and exam entry

Levels and modules **MUST** be taken in sequential order. Module codes can be found on the IRM website.

Students who do not indicate their preferred exam centre will automatically be allocated the centre nearest to their provided postal correspondence address. Please note a fee is charged to change an examination centre.

Section E – Fees

Students can join the Institute at any time during the year.

Students joining between 1 July 2007 and 14 December 2007 will be registered for the June 2008 examinations. Those who join between 15 December 2007 and 30 June 2008 will be registered for the June 2009 examinations.

Section F – Payment methods

Application forms will **NOT** be processed nor will access to learning materials be provided until all fees are received from your employer. All fees must be received by IRM by the closing date of registration 14 December for those registering for the June 2008 examinations.

FORMS SHOULD BE RETURNED TO

International Diploma in Risk Management
– 2007/08 Application Form

Institute of Risk Management

6 Lloyd's Avenue, London, EC3N 3AX, United Kingdom
or Fax to +44 (0)20 7709 0716

International Diploma in Risk Management – 2007/08 Application Form

Section A – Personal details

DIPLOMA Please tick (✓) box

SINGLE MODULE Please tick (✓) box

MEMBERSHIP NUMBER (if already a member)

TITLE
Mr/Mrs/Miss/Ms/Other

DATE OF BIRTH

__ dd __ / __ mm __ / ____ yyyy

FORNAMES

SURNAME

Work Contact Details

JOB TITLE

ORGANISATION

ADDRESS

.....
.....

Town County/State

Postcode Country

TELEPHONE

FAX

MOBILE

EMAIL

Home Contact Details

ADDRESS

.....
.....

Town County/State

Postcode Country

TELEPHONE

FAX

MOBILE

EMAIL

WHERE CORRESPONDENCE SHOULD BE SENT?

Tick for all email correspondence

Work Email

Home Email

Tick for all postal correspondence

Work Address

Home Address

INDUSTRY SECTOR – PLEASE ONLY TICK (✓) ONE BOX

- | | | | | |
|---|---------------------------------------|--|---|---------------------------------------|
| Agriculture <input type="checkbox"/> | Banking <input type="checkbox"/> | Central Government <input type="checkbox"/> | Charity/not-for-profit <input type="checkbox"/> | Construction <input type="checkbox"/> |
| Consultancy <input type="checkbox"/> | Distribution <input type="checkbox"/> | Education <input type="checkbox"/> | Emergency Services <input type="checkbox"/> | Extraction <input type="checkbox"/> |
| Financial Services <input type="checkbox"/> | Healthcare <input type="checkbox"/> | Housing Association <input type="checkbox"/> | Insurance <input type="checkbox"/> | IT <input type="checkbox"/> |
| Legal <input type="checkbox"/> | Leisure <input type="checkbox"/> | Manufacturing <input type="checkbox"/> | Public Sector <input type="checkbox"/> | Utilities <input type="checkbox"/> |

Other (please specify)

Section B – Qualifications, professional membership and experience (Please attach additional sheets of paper if required)

Please complete all relevant sections and attach copies of any relevant certificates.

DETAILS OF QUALIFICATIONS HELD (Examination and/or awarding body)	DATE OF AWARD	DOCUMENTARY EVIDENCE SUPPLIED

RISK MANAGEMENT EXPERIENCE (Please attach an up to date CV)

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Section C – IRM involvement

I WOULD LIKE TO GET INVOLVED WITH THE FOLLOWING COMMITTEE

Please tick (✓)

International Development Marketing Membership
 Risk Forum Training

I WOULD LIKE TO JOIN THE FOLLOWING SPECIAL INTEREST GROUPS

Please tick (✓)

Central Government Charities Financial Services Enterprise Risk
 Health Sector Innovation, Value Creation and Opportunity People Risk and Communication
 PPP/PFI Risk in Information Systems & e-Business (RISE) Strategic Risk Management
 Transport and Logistics Other (please specify)

I AM INTERESTED IN SETTING UP A SPECIAL INTEREST GROUP

Please state area of interest

I WOULD LIKE TO JOIN THE FOLLOWING REGIONAL GROUP Please tick (✓)

UK GROUPS

Scotland Wales Northern Ireland
 South East England South West England Isle of Man
 East Midlands West Midlands North East England
 North West England

INTERNATIONAL GROUPS

Canada and North America Greece Hong Kong
 Ireland Middle East Other (please specify)

I AM INTERESTED IN SETTING UP A REGIONAL GROUP

Please state region/country

I WOULD LIKE TO WRITE ARTICLES FOR INFORM Yes No

If yes, on which subject(s)

Section D – Diploma enrolment and exam entry

Please provide the module codes for the exams you wish to take in your first examination session. The codes can be found on the IRM website www.theirm.org/[the diploma](http://www.theirm.org). Remember modules **MUST** be taken in sequential order.

LEVEL 1 Core modules	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	LEVEL 2 Specialisms	<input type="text"/>	<input type="text"/>
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LEVEL 3
Practical Assignment

This section can only be entered, once levels 1 and 2 have successfully been completed and confirmation of results provided. A separate application form is required to be completed.

EXAMINATION CENTRE All details of examination centres can be found on IRM's website www.theirm.org

I WISH TO SIT MY JUNE 2008 EXAMINATIONS AT THE FOLLOWING CENTRE

First choice

Second choice

I WISH TO APPLY FOR AN ICSA SPECIAL CENTRE AND ATTACH THE SPECIAL CENTRE APPLICATION FORM

Proposed centre and country

Section E – Fees

FEES	Standard Rate		Low GDP Rate	
	1 JULY – 14 DEC	15 DEC – 30 JUNE	1 JULY – 14 DEC	15 DEC – 30 JUNE
One off admission fee	£100	£100	£85	£85
Student subscription	£110	£165*	£93.50	£140.25*
Module fee	£250	£250	£212.50	£212.50
Online resource fee per module	£100	£100	£100	£100

*Please note this fee provides membership up to 30 June 2009

FEES PAYABLE	QUANTITY	AMOUNT
One off admission fee	1	
Student subscription	1	
Module fee		
Online resource fee per module		
Total Payable		

Section F – Payment methods

Please tick method of payment (✓)

BY CHEQUE

Please make your cheque payable to Institute of Risk Management and attach it to your application form. Ensure your name, and if known your membership no is written on the back of the cheque.

BY CREDIT/DEBIT CARD
(Visa/Mastercard only)

VISA

MASTERCARD

DEBIT MY ACCOUNT FOR

£

Please enter your card details below

CARD NUMBER

3 DIGIT SECURITY CODE

EXPIRY DATE

SIGNATURE

CARDHOLDER'S NAME AND ADDRESS (If different from above)

Name

Company

Address

Postcode Country

Section F – Continued

<p>BY BACS <input type="checkbox"/></p> <p>You must ensure you quote your company name, membership number if known and any invoice number provided. There will be a delay in identifying your payment without this information.</p>	<p>IRM BANK DETAILS</p> <p>Account Name Institute of Risk Management</p> <p>Bank Name Lloyd's TSB</p> <p>Account Number 00748112</p> <p>Sort Code 30-93-23</p> <p>Swift Code LOYDGB21009</p> <p>IBAN No GB46LOYD30932300748112</p>
<p>BY BANK DRAFT <input type="checkbox"/></p>	<p>All bank drafts must be in UK sterling, any bank charges must be covered. Please ensure your name, membership number if known and an invoice number provided is written on the back of the draft.</p>
<p>BY INVOICE <input type="checkbox"/></p>	<p>If you require an invoice, please confirm contact details if different from above.</p>

INVOICE NAME AND ADDRESS (If different from above)

Name

Company

Address

Postcode Country

Section G – How did you hear about the IRM Diploma?

Word of mouth Risk Forum delegate IRM email alert InfoRM magazine

AIRMIC member Email alert/newsletter (non-IRM) IRM website ALARM member

Saw an ad in a Magazine (Please specify)

Search engine (Please specify)

Other website (Please specify)

Other (Please specify)

Section H – Declarations

STUDENT MEMBERSHIP

I hereby apply for student admission of the Institute of Risk Management and I agree, if admitted, to abide by its Memorandum and Articles of Association and Code of Conduct. The information given in this application is true and completed to the best of my knowledge and belief.

TERMS, CONDITIONS AND CANCELLATION

I have read and agree to the terms and conditions contained in the Guidance to Studying the Diploma, including details on your right to cancellation.

DATA PROTECTION AND PRIVACY

IRM holds your personal data on its computer database and will from time to time send your information on IRM events and services.

IRM is registered under the Data Protection Act 1998 and will process your data fairly. From time to time IRM may wish to pass your details to third parties in order for them to provide you with information on products and services which are likely to be of interest. If you do NOT wish your data to be used in this way, please tick here

IRM will pass your details onto Strategic Risk Magazine, CIR Magazine and Business Insurance Europe for the purpose of giving you a free subscription of their publications. Your details will not be used for any other purpose. If you do NOT want this free membership benefit, please tick below.

Please do NOT send me Strategic Risk Magazine

Please do NOT send me CIR Magazine

Please do NOT send me Business Insurance Europe Magazine

IRM will from time to time share your details with other IRM members for the purpose of IRM events and activities. If you do **NOT** wish your details to be passed on please tick here.

SIGNED

DATED

**Forms should be returned to: Institute of Risk Management, 2007/08 Diploma Enrolment,
6 Lloyd's Avenue, London, EC3N 3AX or Fax to +44 (0)20 7709 0716**