

## 2007/08 Transitional Enrolment Form



To be completed by existing students only

# Diploma in Risk Management

## Instructions to students

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Please ensure you read the following instructions and information prior to completing this application form.

FORMS SHOULD BE RETURNED TO

**Institute of  
Risk Management**  
2007/08 Diploma Enrolment  
6 Lloyd's Avenue  
London  
EC3N 3AX  
United Kingdom  
or Fax to  
+44 (0)20 7709 0716

### Completing this form

This form must be completed by existing Diploma students wishing to study the New International Diploma and/or the existing Diploma during the 2007/08 transitional academic year.

Please note this is the final year that the existing Diploma will be running and **ALL** students will be required to move onto the new Diploma next year 2008/09. There are **NO** re-take opportunities for the existing Diploma after 2007/08.

## Closing date for enrolment

The closing date for IRM to receive applications and fees is 14 December 2007. However, students are advised to enrol at the earliest opportunity.

## Assessment process

### New Diploma:

All assessment is by examination

### Existing Diploma:

Assessment is by assignment and examination. The assignment will be distributed during the first week in December.

### Examination dates:

3, 4, 5, 6 June 2008. An examination timetable can be found on IRM's website.

## Website and online student support

Students **MUST** regularly view IRM's website as this is the main communication channel to students. Study materials for the existing Diploma can be found at [www.theirm.org/members/student-support/index](http://www.theirm.org/members/student-support/index) and the study materials for the new Diploma can be found in the Diploma Support Area at [www.theirm.org/diploma](http://www.theirm.org/diploma)

## Diploma Workshops

Workshops for the existing and new Diploma will be running in December and April. Further information and dates can be found on IRM's website.

## Project Risk Management

Project Risk Management is offered in conjunction with the Association of Project Management (APM) and assessment is by examination only.

## Exemptions

Students wishing to apply for exemptions from the existing Diploma have until **May 2008**. Please see exemption guidelines on IRM's website for further information.

As a reminder, the exemption table below shows the modules students will be exempt from under the new Diploma.

## EXEMPTION TABLE

Passed under the existing Diploma	Exempt under the new Diploma
Module One Risk Management: Organisation and Context	Module One Principles of Risk
Module Two Risk Assessment, Analysis and Evaluation	Module Three Risk Decisions
Module Three Risk Treatment: Risk Control	Module Five Risk Solutions
Module Four Risk Treatment: Risk Financing	Module Five Risk Solutions
Module Five Corporate Governance	Module Four Risk Leadership

### QUERIES

For any questions on enrolment, please email [studentqueries@theirm.org](mailto:studentqueries@theirm.org) or call the education team on +44 (0)20 7709 9808.

### Return forms to:

Institute of Risk Management  
(2007/08 Diploma Enrolment)  
6 Lloyd's Avenue  
London, EC3N 3AX

## EXISTING STUDENTS ONLY

Section A – Personal details					
<b>DIPLOMA</b> Please tick (✓) box <input type="checkbox"/>		<b>SINGLE MODULE</b> Please tick (✓) box <input type="checkbox"/>		<b>ADDRESS</b> Name ..... Company ..... Address ..... ..... Postcode ..... Country .....	
<b>TITLE</b> Mr/Mrs/Miss/Ms/Other		<b>MEMBERSHIP NUMBER</b>			
<b>FORENAMES</b>					
<b>SURNAME</b>					
Section B – Diploma enrolment and exam entry					
<b>EXAMINATION CENTRE</b> All details of examination centres can be found on IRM's website <a href="http://www.theirm.org">www.theirm.org</a>		<b>New International Diploma</b>			
I WISH TO SIT MY JUNE 2008 EXAMINATIONS AT THE FOLLOWING CENTRE  First choice .....  Second choice .....		<b>LEVEL 1: CORE MODULE CODE</b>	<b>MODULE</b>	<b>EXAM ONLY</b>	<b>ASSIGNMENT ONLY</b>
		Existing Diploma Only			
		IND001	<input type="checkbox"/>		
		IND002	<input type="checkbox"/>		
		IND003	<input type="checkbox"/>		
		IND004	<input type="checkbox"/>		
		IND005	<input type="checkbox"/>		
		<b>Existing Diploma</b>			
		<b>CORE MODULE CODES</b>			
		D001	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		D002	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		D003	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		D004	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		D005	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<b>SPECIALIST MODULE CODES</b>			
		D006	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		D007	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		D008	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		D009	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		D010	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		D011	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		D012	<input type="checkbox"/>	assessed by examination only	
		D013	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		D014	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>IMPORTANT NOTE</b> Candidates must choose which exam centre they would prefer to sit their examinations. Candidates who do not indicate their preferences will automatically be allocated to the nearest centre to their chosen postal correspondence address.					
I WISH TO APPLY FOR AN ICSA SPECIAL CENTRE AND ATTACH THE SPECIAL CENTRE APPLICATION FORM  Proposed centre and country .....					

## 2007/08 Diploma Enrolment Form – Continued

### Section C – Fees payable

2007/08 FEES BREAKDOWN	New International Diploma		Existing Diploma	
	STANDARD RATE	LOW GDP RATE	STANDARD RATE	LOW GDP RATE
FEES*				
Module Fee	£175	£148.75	£135	£114.75
Online resources fee per module	£75	£75	N/A	N/A
Exam only	N/A	N/A	£135	£114.75
Assignment only	N/A	N/A	£85	£72.25
Project Risk Management	N/A	N/A	£250	£212.50
FEES*	QUANTITY	COST £	SUB TOTAL	GRAND TOTAL
No. of new Diploma module fees				
No. of existing Diploma module fees				
Online resources fees				
No. of exam only fees (re-take only)				
No. of assignment only fees (re-take only)				
Project Risk Management				

Above: Please enter the number of fees, the fee amounts and the grand total payable

\* Please note that the rates given above for the International Diploma include a transitional discount for existing students.  
Annual subscription: If you have not already paid, please add to grand total.

### Section D – 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

DEBIT MY ACCOUNT FOR

MASTERCARD

£

Please enter your card details below

CARD NUMBER

3 DIGIT SECURITY CODE

EXPIRY DATE

mm yy

SIGNATURE

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

Name ..... Company .....

Address .....

Postcode ..... Country .....

BY BACS

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.

IRM BANK DETAILS

Account Name Institute of Risk Management

Bank Name Lloyd's TSB

Account Number 00748112

Sort Code 30-93-23

Swift Code LOYDGB21009

IBAN No GB46LOYD30932300748112

BY BANK DRAFT

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.

BY INVOICE

If you require an invoice, please confirm contact details if different from above.

INVOICE NAME AND ADDRESS (If different from above)

Name ..... Company .....

Address .....

Postcode ..... Country .....

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