

Please complete fully and return to:

Institute of Risk Management
6 Lloyd's Avenue
London, EC3N 3AX
Tel: +44 (0)20 7709 9808
Fax: +44 (0)20 7709 0716
studentqueries@theirm.org



Summer 2010 Certificate Retake Enrolment Form

Section A – Enrolment Information

Please read carefully

Completing this Form

This form **must** be completed by students needing to retake either one or both examinations in the summer 2010 session. Forms **must** be returned to the IRM office by **15 March 2010**. **Failure to submit the form by the deadline will prevent students from being entered for the June 2010 examinations.**

Website and On-line Student Support

Students **must** regularly view the IRM website, especially the 'Certificate' pages for any changes to the assessment process and examination procedures. You **must** ensure we always have an up to date email address for you, as apart from the website, email is the main communication channel to students.

Students must make full use of the 'Student Support Area' on the website, which includes access to examiners and the Certificate Discussion Forum and sample examination questions.

Queries

All student and enrolment queries should be sent to studentqueries@theirm.org

Section B – Examination Enrolment Summer 2010 Retake

SURNAME _____

FORNAMES _____

EXAMINATION CENTRE:

(Candidates must choose which exam centre they would prefer to sit their examinations. Students who do not indicate their preferred centre will automatically be allocated the nearest centre to their correspondence address. Please refer to the website for a list of centres.

Examinations: *(please tick the appropriate boxes)*

Paper one: Theory of Risk Management

Paper two: Application of Risk Management

FOR OFFICE USE ONLY

Enrolment form rec'd

Records amended

Fees received

Invoice sent

Receipt sent

Section C – Fees Payable and Method of Payment

FEES BREAKDOWN

STANDARD RATE

*LOW GDP COUNTRY RATE

Re-taking one examination
Re-taking two examinations

Pay by 15/03/2010	Pay by 15/03/2010
£50	£42.50
£100	£85

* Please refer to the website for a list of recognised Low GDP Countries

Please tick method of payment:

Personal cash/cheque

Company cash/cheque

Personal credit/debit card

Company credit/debit card

Invoice Required

Made payable to *Institute of Risk Management*

Please fill out Credit Card details

Section D – Credit Card Authorisation

Please note that credit/debit card payments can only be made once we are in possession of this completed form. We are **only** able to accept cards issued under the *Visa* or *MasterCard* logo.

Cardholder's name

Cardholder's name as it appears on the card

Card Number

Valid from / Expiry date / Security Code

(last 3 digits on the back of your card)

TOTAL PAYABLE £

Cardholder's address as shown on card statement (must include property no. and postal code)

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.....
.....

Cardholder's signature Date / /