

Please complete fully and return to:

Institute of Risk Management
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Fax: +44 (0)20 7709 0716



Winter 2008 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 winter 2008 session. Forms **must** be returned to the IRM office by **14 September 2008**. **Failure to submit the form by the deadline will prevent students from being entered for the November 2008 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 winter 2008 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
	Pay by 14/09/2008	Pay by 12/03/08
<i>Re-taking one examination</i>	£125	£106.25
<i>Re-taking two examinations</i>	£150	£127.50

* 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)

Cardholder's signature ----- Date