



THE MALAYSIAN INSURANCE INSTITUTE

(COMPANY NO. 35445 – H)
(INCORPORATED IN MALAYSIA AS A COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL)
NO. 5, JALAN SRI SEMANTAN SATU
DAMANSARA HEIGHTS, 50490 KUALA LUMPUR.
P.O. BOX 11798, 50758 KUALA LUMPUR
GENERAL LINE: 03-2087 8882
CUSTOMER SERVICE: 03-2087 8883
EMAIL: feedback@mii.org.my

PROCEDURE FOR DECLARATION OF LOSS OF CERTIFICATE

1. Write in or come to The Malaysian Insurance Institute (MII) to obtain the Declaration of Loss of Certificate form.
2. Complete and sign the form.
3. Paste a RM10.00 stamp (from Post Office) on the form.
4. Get the form endorsed by a Commissioner for Oaths. Provide the full address of the Commissioner for Oaths.
5. Submit :
 - i. Cash/ Postal Order / Money Order / Bank Draft in favour of “**The Malaysian Insurance Institute**” as payment for the replacement certificate as below.

PCEIA	RM15
CEILLI	RM20
TBE – exam conducted from 2009 onwards	RM15
BAMC	RM20
BCCILA	RM20
BCCIB	RM20
ICCIB	RM20
ICCILA	RM20
DMII	RM50
AMII	RM80

- ii. A Postal Order / Money Order of RM5.00 (Peninsular Malaysia) or RM10.00 (Sabah / Sarawak) if you want the certificate to be sent to you. The certificate will be sent by courier.
6. Submit a photocopy of both sides of your identity card which must be :
 - i. Certified as a true copy (both sides to be signed) by the Branch Manager of your Principal Insurance Company. Please write the name of the Branch Manager.

or
 - ii. Endorsed by a Commissioner for Oaths on (both sides of the copy of the Identity Card). Please also write his/her name and full address.

7. Send the form and all documents to :

Examination Management
The Malaysian Insurance Institute
No. 5 Jalan Sri Semantan Satu, Damansara Heights
50490 Kuala Lumpur
Tel: 03-2087 8882

8. The replacement certificate will be ready one month from the date we receive your completed form and documents. We will notify you by mail to collect your replacement certificate.
9. For PCEIA (Life) candidates who have passed the examination before 1993 and wish to get a copy of the certificate, please contact LIAM at the address below:

LIFE INSURANCE ASSOCIATION OF MALAYSIA
No. 4 Lorong Medan Tuanku Satu Medan Tuanku
50300 Kuala Lumpur

Tel No.: 03-26916168 / 26916628



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DECLARATION OF LOSS OF CERTIFICATE

I,, of(address).....

.....

(Tel no.) (Identity card number) **DO SOLEMNLY**

AND SINCERELY DECLARE that my original certificate in the examination as indicated below has been lost / destroyed.

Examination	(√)
MII Pre Contract Examination for Insurance Agents (PCEIA-Life)	
MII Pre Contract Examination for Insurance Agents (PCEIA-General)	
MII Takaful Basic Examination (TBE)	
MII Certificate Examination in Investment-Linked Life Insurance (CEILLI)	
MII Basic Agency Management Course (BAMC)	
Basic Certificate Course in Insurance Broking (BCCIB)	
Basic Certificate Course in Loss Adjusting (BCCILA)	
Intermediate Certificate Course in Insurance Broking (ICCIB)	
Intermediate Certificate Course in Loss Adjusting (ICCILA)	
Associateship of The Malaysian Insurance Institute (AMII)	
Diploma of The Malaysian Insurance Institute (DMII)	

Candidate No. :/ **Examination Date:**/ **Language :**

.....**AND I MAKE THIS SOLEMN DECLARATION** conscientiously believing the same to be true. Subscribed and solemnly declared by:

I hereby declare that all the information contained in this statement of Declaration is true and correct to the best of my knowledge and complies with Akta Akuan Berkanun 1960.

Signature:.....

At:-

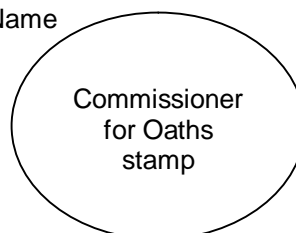
In the State of :

This.....day of.....Year.....

Before me:-

Signature
Commissioner for Oaths

Name



Paste
RM10.00 Stamp
Being Stamp Duty