



## Malaysian Insurance Institute

### Important Notice:

#### A. Graduation Fee

Fee Category	Local Fee (RM)	International Fee (USD)
Fellowship of MII (FMII)	500.00	115.00
Associateship of MII (AMII Level 2) / AMII	300.00	70.00
Associateship of MII (AMII Level 1) / DMII	250.00	65.00
Professional Certifications (ie PCGIU / PCGII)	200.00	60.00
Certificate of MII (CMII - Life or General)	200.00	60.00
Every Additional of one (1) Guest	150.00	55.00

The above fee is for each Graduate to attend this function which includes:

- Morning Refreshment and Lunch
- Graduation Stage and Group photographs
- Graduation Robe (Except for CMII & PCGIU)
- One invited guest

If you wish to invite additional guests, there above additional fee charge is applied per person. Please note that children below 12 years of age are not allowed to enter the graduation hall.

#### **Mode of Payment:**

To secure your participation in the upcoming Graduation Ceremony, kindly complete your payment via the MII iLMS platform. You can access the platform conveniently through the following link: <https://www.mii4u.org/ilms/iframe/registerProgram2/537731>

#### B. Dress Code

i. For Graduate:

- Male / Female: Corporate attire
- Colour of Attire: Male - White shirt with Black Blazer and Tie  
Female - White blouse with Black Blazer or Baju Kurung (if with Tudung (dark color)

Please refer to Appendix



Malaysian Insurance Institute 197701004772 (35445-H),  
Level 6, Bangunan AICB, No. 10 Jalan Dato' Onn, 50480 Kuala Lumpur, Malaysia.

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- ii. For Guests:

Formal Attire / Traditional wear

### **C. Rehearsal Briefing and Group Photograph**

Kindly register at our Reception Counter at the entrance of the Sasana Kijang, Bank Negara Malaysia by 8.00 am on 02 March 2024 and for robe collection. You are required to be present at the designated area before the ceremony to ensure that the ceremony proceeds in an orderly manner.

There will be a briefing on the Graduation ceremony event flow and a rehearsal for all graduates to take part in on 02 March 2024 and the briefing will start at 9.00 am. Group photograph will be arranged after the briefing.

### **D. Collection of Certificate**

- i. The certificate can be collected at the certificate collection counter on the Graduation Day after the ceremony.
- ii. If you are unable to attend the graduation ceremony, the certificate will be available for collection at MII Office at Menara AICB, Jalan Dato On Kuala Lumpur 3 days after the ceremony.
- iii. If you are unable to collect your Certificate in person, you may authorize it to be collected by someone on your behalf. However, you must provide a letter of authorization with your identification number and the person collecting the Certificate identification number.
- iv. If you are outstation or overseas, you may provide a forwarding address to have your Certificate to be sent to you via courier. Service charge is applicable as follows and to bank-in to our RHB Bank account.

Courier to Peninsular Malaysia	RM22.00
Courier to Sabah / Sarawak	RM27.00
Courier to Overseas Address	USD30.00

### **E. Further Clarification or any Enquiries**

Please feel free to contact any of the following officers who will be happy to assist you :

Name	Extension No.	Email Address
Pn. Siti Malina Kaza	03-2712 8882 8852	malina@mii.org.my
Pn. Sapura Ismail	03-2712 8882 8825	sapura@mii.org.my
En. Zubair Mohamad	03-2712 8882 8805	zubair@mii.org.my



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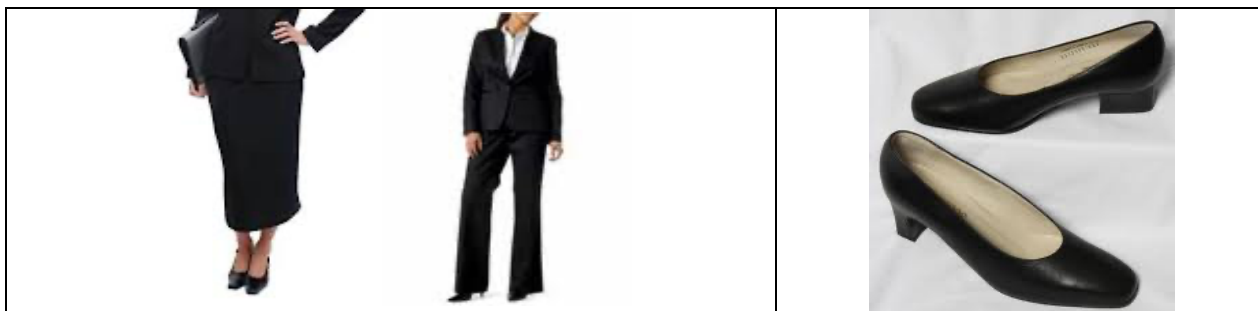
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## **APPENDIX A**

### **DRESS CODE FOR MII GRADUAND**

Female:

- Black blazer with pants or long skirts
- Black shoe which should cover both the heels and toes
- For female Muslim graduands wearing headscarf, headscarf must be dark colour



Male:

- Black suit with white shirt
- Black shoe and black socks



Note:

It is very important for graduands to adhere to the dress code stated above. The Institute reserves the right to disallow any graduand from receiving their certificate if the above dress code is not adhered to.



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