

INVESTMENT MANAGEMENT CERTIFICATE REGISTRATION FORM



Title (note 1)	Surname	Date of birth
Forenames in full		Gender (note 2)
Ethnic Group (note 3)	Special Dispensation Required (note 4) Yes <input type="checkbox"/> No <input type="checkbox"/>	Are your fees paid by your employer Yes <input type="checkbox"/> No <input type="checkbox"/>
Candidate's e-mail address (THIS IS REQUIRED INFORMATION)		Compliance officer's name
Address for all correspondence		Employer's name and address
Telephone number		Date of last sitting (if applicable)

Examination you would like to sit:-

Unit I (UK Regulations & Markets): £110	<input type="checkbox"/>
Unit II (Investment Practice): £130	<input type="checkbox"/>
Full IMC: £210	<input type="checkbox"/>

Cheques and Banker's Drafts should be made payable to CFA Society of the UK and be drawn on a bank in the UK

I wish to pay by VISA / Mastercard / JCB / Switch / Solo / Delta / Electron (delete as appropriate)

Cardholder's name _____

Cardholder's address as shown on the statement _____

Card number _____ / _____ / _____ / _____

Start date _____ / _____ Expiry date _____ / _____ Switch / Delta number _____

Security code _____ If you do not wish to include this please provide a telephone number so that we may contact the cardholder for it _____

Cardholder's signature _____

I understand that the result of my examination may be disclosed to my employer or to the Financial Services Authority and confirm that I have understood the notes overleaf.

Candidate's signature _____ Date _____
The personal signature of the candidate is necessary for security

Please return this form, duly completed, directly to CFA Society of the UK, 90 Basinghall Street, London EC2V 5AY
Or fax to 020 7796 3333.

Please be aware that incomplete forms will **not** be processed.

NOTES

1. **Title** – Please enter Mr, Miss, Mrs, Ms, Dr or other as appropriate
2. **Gender** – Please enter M for male, F for female as appropriate.
3. **Ethnic Group** – Please enter the appropriate classification from the following table:

01	-	British	08	-	Indian
02	-	Irish	09	-	Pakistani
03	-	Any other white background	10	-	Bangladeshi
04	-	White & black Caribbean	11	-	Any other Asian background
05	-	White & black African	12	-	Caribbean
06	-	White & Asian	13	-	African
07	-	Any other mixed race background	14	-	Any other black background
			15	-	Chinese
			16	-	Other
4. **Special Dispensation** – Either Yes or No is appropriate. Candidates requiring special dispensation for reasonable adjustments should write to the Society's Director of Education at the earliest opportunity and at least one month before the required sitting, detailing the reason that special dispensation is sought and providing suitable supporting documentation from a doctor, educational psychologist (the report from whom should be no more than three years old) or other relevant specialist.
5. **Confirmation of Registration** – Candidates will be sent an e-mail with acknowledgement of their entry and giving details on how to book the time, date and venue for their examination with Pearson VUE, our test centre partners. It is therefore ESSENTIAL that a correct e-mail address is included
6. **Payment** – must be received in advance of the event being held.
7. **Results** – It is the candidate's responsibility to ensure that they are registered for the correct examination. The results will be sent to the correspondence address given on this form and, if your employer has paid the fee, the result will also be sent to the employer.
8. **Transfers** – Candidates who have submitted correctly completed registration forms together with payment for a given sitting are given a booking number and contact details for Pearson VUE. Once booked with Pearson VUE, a candidate may transfer the date and / or place of their sitting by contacting Pearson VUE directly. This must, however, be done with a minimum of 48 hours' notice or candidates will lose both their registration and their fee.
9. **Cancellations** – Candidates wishing to cancel their registrations should contact CFA Society of the UK. Candidates who have already booked a sitting with Pearson VUE must give the Society 48 hours' notice PRIOR to the exam. Refunds of fees will be at the Society's discretion.
10. **Substitutes** – CFA Society of the UK is unable to except substitutions for the examination.
11. **Qualification name** – the Investment Management Certificate has been admitted to the National Qualifications Framework, where it appears as CFA Society of the UK Level 3 Certificate in Investment Management. Unit I, UK Regulations and Markets appears as Unit 01 UK Regulations & Markets H/102/0879 and Unit II, Investment Practice appears as Unit 02 Investment Practice Y/102/0880. These are names which appear on certificates. Overseas candidates should note that the regulatory authorities' logos (QCA, ACCAC, CEA) on the examination certificate indicate that the qualification is accredited only for England, Wales and Northern Ireland.

CFA Society of the UK is registered with the Data Protection Register under the Data Protection Act 1988. CFA Society of the UK only uses your personal and sensitive personal information for the purpose of running the exam and providing membership services, complying with statutory obligation and audit information to UKSIP's regulator, the QCA.

Your data will be passed to CFA Society of the UK's agents who assist CFA Society of the UK with the delivery of the above. CFA Society of the UK and its agents do not disclose personal data to any other third parties.