

APPENDIX A

AICB's Online Examinations

Overview

AICB has partnered with the Chartered Banker Institute (CBI) to deliver its examinations via Pearson VUE, which has a network of examination centres in Malaysia and is also able to conduct examinations via remote proctoring.

Online Examination via Remote Proctoring

Remote proctoring allows candidates to take the examination from home or the office, at a time convenient to them, while being monitored by an offsite proctor. To ensure examination security, candidates will be invigilated via a webcam. To take advantage of the remote proctoring service for examinations, candidates will need a quiet space at home or the office, and a secure internet connection.

Before the examination begins, the invigilator will carry out an authentication / validation process. A list of steps will be provided to the candidates to verify their identities and confirm that the examination environment is secured.

Kindly click [here](#) for a short video on what to expect from a remotely proctored examination.

System Requirements for Taking an Online Examination

The computer system used must meet these minimum requirements:

Internet browsers	Internet Explorer IE11, Microsoft Edge, Mozilla Firefox, Safari and Google Chrome (latest version).
Mobile devices	iOS and Android devices are not supported.
Network connection	Pearson VUE strongly recommends using a wired network rather than a wireless network, since a wired network provides better examination delivery performance.
Internet connection	Broadband (DSL, cable, or LAN / WLAN): Minimum 1 Mbps upload / download speeds. Dial-up Internet connections are not supported.
Browser settings	Internet cookies must be enabled. Please ensure that the security software in use does not block the execution of JavaScript.

Please click [here](#) for information on the rules and policies for online examinations via remote proctoring.

Examination Centres

Pearson has 49 examination centres in Malaysia, 13 of which are in Kuala Lumpur. Examinations at the examination centres are available on weekdays from 9.00 am to 5.00 pm, while examinations via remote proctoring can be taken at any time, 24 hours a day, 7 days a week.

Please click [here](#) to find an examination centre.

Examination Schedule 2020

With effect from the September 2020 examination sitting, AICB's paper-based examinations will be replaced by online examinations via the Pearson VUE platform, except for the following modules:

Paper-Based Examinations 2020

Module	Examination (2020)		
	September	October	November
RCP3 Lending to Small Business	12 Sept	10 Oct	21 Nov
RCP4 Loan Portfolio Management	12 Sept	10 Oct	21 Nov
PB4 International Banking and Offshore Practice	27 Sept	25 Oct	22 Nov
PB7 Customer Relationship Management	27 Sept	25 Oct	22 Nov

Online Examination Schedule 2020

For each examination sitting, candidates can take their online examinations within a one-month examination period. Candidates can book an examination session in Pearson VUE on a date and time (subject to availability) that is within the examination period, one month before the examination period.

Pearson VUE Platform		AICB Member Portal	
Examination Period	Examination Booking Period	Examination Registration Closing Date	Application Closing Date
1–30 Sept 2020	1–31 Aug 2020	Closed	Closed
1–31 Oct 2020	1–30 Sept 2020	27 Jul 2020	Closed
1–30 Nov 2020	1–31 Oct 2020	1 Sept 2020	3 Aug 2020
1–20 Dec 2020	1–30 Nov 2020	26 Oct 2020	6 Jul 2020

Sept 2020 : EB, PB, CCE, BCP, RCP, BRM, CBA, IPPC & PKMC
 Oct 2020 : EB, PB, CCE, BCP, RCP, BRM, CBA
 Nov 2020 : EB, PB, CCE, BCP, RCP, BRM, CBA
 Dec 2020 : IPPC, PKMC, CAMCO

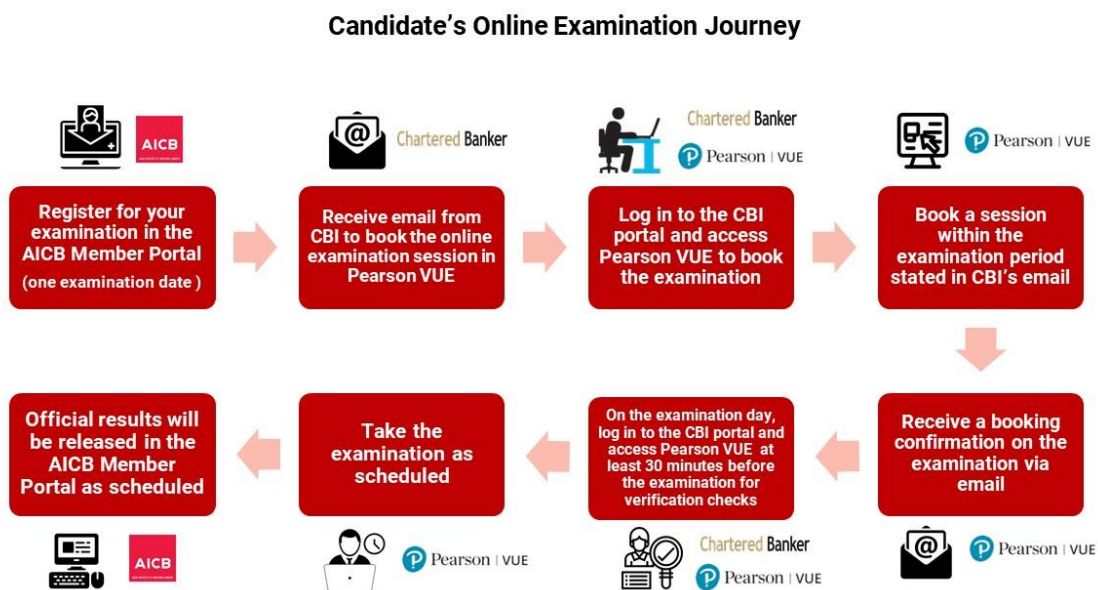
For AICB’s examination schedules, please click [here](#).

Online Examination Registration Process

The online examination registration process involves three parties, namely **AICB**, **CBI** and **Pearson VUE**, and involves the following steps:

- Candidates register for their examinations through the AICB Member Portal.
- After the examination registration closing date, AICB will send the examination registration list to CBI to enrol the candidates in the CBI Portal.
- CBI will send a welcome email to candidates with their log in details.
- Candidates log in to the CBI Portal to book their examinations in Pearson VUE.
- On the day of the examination, candidates log in to the CBI Portal and access the Pearson VUE system to take their examinations.

The online examination process is summarised as follows:



The examination date displayed in the AICB Member Portal is for registration purposes only. The online examination will be carried out over a period of one month (24 hours a day, 7 days a week, subject to availability) in Pearson VUE. Candidates can book an examination session in Pearson VUE on a date and time that is within the examination period stated in the email from CBI and the schedule on AICB's website.

Online Examination Booking Process via Pearson VUE

Before you can take an online examination, you will first need to make an examination booking via the **Pearson VUE system**. To book your examination, please **log in** to the [Chartered Banker Institute's website](#). You will then find yourself on the Members homepage. Subsequently, please follow the steps below:

- a. Select My Member Area (top right-hand corner) – this will produce a drop-down menu
- b. Select Current Modules
- c. Select Modules – In progress
- d. Select View Module
- e. Select Book Exam on the right.

When selecting the date and time of your online examination, we advise viewing the time in the 24-hour format. Kindly note that the **time shown is local time**.

You will receive an email confirmation as soon as your examination is booked. You will also receive a reminder email two days before your examination.

Kindly click [here](#) for a step-by-step guide to the online examination booking process in Pearson VUE.

AICB Membership

As a member of a professional body, you will be required to maintain a valid membership status at the following stages leading to the attainment of your professional membership with AICB:

- Qualification Enrolment
- Examination Registration and Booking
- Examination Day
- Examination Results Release
- Graduation / Conferment.

Enquiries

Kindly click [here](#) for the Frequently Asked Questions (FAQS) on Online Examinations Via Remote Proctoring, which was developed to assist candidates.

For enquiries, kindly contact Member Services at enquiries@aicb.org.my or call 1300-88-6833 / 03-2095 6833.