Institute of Actuaries of India

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CA3 - Communications

Dear All,

We are happy to inform you that the next CA3 Examination will be held on **5th October 2016.**

Introduction: The CA3 Examination aims to test your skills at effective communication to both technical and non-technical audiences. It is based on the concepts in the Core Technical subjects and in CA1 – Actuarial Risk Management and questions are set within a financial framework.

The Format: Going forward, the examination is now being conducted in a day long period.

- **The first half** – The day will start with a PC based two hour exam where candidates will prepare the slides for the presentation.
- **The first half** – Candidates will be individually assessed by two Examiners - an actuary and a non-actuary in an 8 - 10 minute oral presentation which will be filmed. Presentations should not exceed the mentioned time- limit.
- **The second half** – In the evening, candidate will also complete a PC based written exam (1.5 hours + 15 minutes reading time) involving the communication of actuarial issues.

Applying for CA3:

A. **Points to Note:**

1) **Eligibility:**
    Have passed all CT (CT1-CT9) and CA1 subjects.
2) **Capacity:** Batch size will be of   twenty-five students.
3) **Registration:** The registration process will **be on First Come First Served Basis.** However, the batch will open on **29th April 2016** for students who are left with only 3 papers for fellowship and from **30th April 2016** for all the students who fulfill the eligibility criteria as mentioned above.
4) **Fee:** Rs 15,000/- (includes fee for examination, pre-course workbook and food facility on the day of exam). Students are expected to make their own travel and stay arrangements.
5) **Mode of Payment:**
    Payment is to be made Online. Please follow the registration process as given under.
6) **Membership subscription:**
    Student Members who have paid subscription for Year 2016-2017, will only be permitted to appear for the Examination.
     (If you have not paid subscription fees till date, please get in touch with the subscription department. For more details you can get in touch with Ms. Vijaya Bhosle at actsoc@actuariesindia.org Tel: 67843333
7) **Pre-course exam workbook**: You are required to work through the pre-exam workbook, complete the exercises and upload the document by workbook submission date prior to undertaking the exam. Students who do not meet this requirement will neither be allowed to attend the exam nor entitled to apply for refund of the exam fee.
8) **MS office version**: Only MS office 2007 version will be used and made available during the examination.
9) You will be appearing for the examination on **Laptops** that will be provided by the Institute.

    10) **All laptops will have Touch Pads disabled.**

B. **Exam Centre:**

   YMCA 18, YMCA Road, Mumbai Central, Mumbai 400008

C. **Key Dates:**

1. Exam Date: **5th October 2016.**
2. Online Registration starts on **29th April 2016 at 3:00 pm**
3. Registrations open [if seats available] for all the students including those who are eligible as per the criteria mentioned from **30th April 2016 at 3:00 pm**
4. Last date of Registration is **7th May 2016 at 3:00 pm**
5. The pre course workbook needs to be submitted to IAI on or before **25th May 2016** under your IAI member login.
6. **Feedback to be provided by phone on the pre-course workbook:** In the 1st week of August **2016.**

Registration process

1. Log on to your member login (www.actuariesindia.org).
2. Click on the Examination tab.
3. If you fulfill the criteria then the **"CA3"** option will be available in the drop down.
4. Click on the **"CA3"** option and proceed towards registration.
5. Select the Communication address "Permanent" or "Alternative" address as required.
6. Further click on **"Pay"** to make the payment.
7. On successful payment you will be directed towards **"Transaction Acknowledgment"** page wherein you can take a print out of the receipt.
8. Click on **"Proceed"** to view your registration details.
9. The **"Pre-course assignment"**, **"Study material"** and **"Sample project"** all in one single document from **"Pre-course assignment, Study material & Sample project" tab** will be available to download once your registration is successful.
10. After successful submission of pre-course assignment, the tab to book the time slot will be available from **26th May 2016** (After last date of Pre-course assignment submission) under your IAI Member login.

The applications are subject to sufficient number of registrations received. Thus you will receive a confirmation of your registration by 14th May 2016.

In case you have any queries kindly contact
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Tel: 022-67843355