



ACADEMY OF LIFE UNDERWRITING

REMOTE STUDENT EXAMINATION REGISTRATION FORM

-- Valid for the April 19, 2011 ALU examinations only --
 -- For use in the U.S. or Canada only --

Please print all information

| | | |
|---|------------------------|---------|
| Name (First, Middle, Last or Family Name) | | |
| Company Name | | |
| Mailing Address | | |
| | | |
| City & State or Province | Postal Code | Country |
| Business Telephone | Business Email Address | |

If your name has changed since last enrollment, enter former name and date of change: _____

Examination

Indicate the exam for which you are registering

| | | |
|--|----------------|--|
| | ALU 101 | ALU students may register for and write one ALU |
| | ALU 201 | exam in an examination period. Please be certain |
| | ALU 202 | that you meet the the appropriate examination |
| | ALU 301 | prerequisite requirements shown at right. |

Examination Prerequisite Requirements

ALU 101 - No prerequisites
ALU 201 - completion of ALU 101 or ALU1 exam
ALU 202 - completion of ALU 101 or ALU1 exam
ALU 301 - AALU Designation or completion of ALU101 (or ALU1) exam, plus ALU201 (or ALU2) and ALU202 exams

Remote Underwriter or Unaffiliated Student Exam Registration

- * Review the 'Remote Student Exam Site' information and requirements attached to this form
- * Identify an organization and individual to serve as your ALU exam site and proctor using the ALU Remote Exam Site requirements
- * Enter your business address above; if you work from your home, enter your home address
- * Enter your name and contact information on the 'Remote Student Exam Site' form, attached
- * Have your exam proctor complete and sign the 'Remote Student Exam Site' form; give your proctor a copy of the completed form
- * Submit the completed 'Remote Student Exam Site' form along with this registration form, the ALU Order & Payment form and payment to the ALU Administration Office

Cancellations and Refunds

Please Note: There is a US\$50 cancellation charge for exam registrations cancelled by 2/1/11. No refund of exam fee or deferral of exam registration will be made for exam registrations cancelled after that date.

I submit this registration for an ALU examination as shown above, and request that I be allowed to write my ALU exam at the Remote Exam Site and under the supervision of the Remote Exam Site Proctor as described on the attached form. I understand that arrangements for the Remote Exam Site and proctor, including any fee charged by the Remote Exam Site, are my responsibility. I agree to abide by all the requirements for Remote Exam Sites and Remote Students as set out by the ALU.

Signature of Candidate

Date

PAYMENT: Complete ALU Order & Payment Form and submit it WITH THIS FORM to the ALU Administration Office

ACADEMY OF LIFE UNDERWRITING

2011 REMOTE EXAM SITE INFORMATION

In an effort to meet the needs of remote underwriters and unaffiliated students who wish to write ALU exams, the Academy has instituted a Remote Exam Site program for the April 19, 2011 exams. ALU students who are not housed in or near a company office may write their exams under the supervision of an exam proctor and organization convenient to the student's home or place of business. To assure consistency in the exam process across all exam sites, Remote Exam Sites organizations and proctors must meet the following requirements.

- It is the student's responsibility to identify a suitable remote exam site organization and to arrange exam proctoring services.
- The organization must be established, with a website and listing in the local telephone directory. Examples of suitable organizations include:
 - A local or regional public library, or a college library
 - A local public or independent school, or community college
 - A local adult education facility
 - A church, synagogue or other established place of worship
 - A commercial testing center
- The proctor must be an employee or volunteer staff of the organization who may be reached by telephone and email at the organization.
- The student is responsible for any fee charged by the organization for exam proctoring services. While many organizations will not charge a fee, fees at some commercial testing centers may exceed \$50.
- The remote exam site proctor must complete and sign the Remote Exam Site Form, to be submitted with the student's remote registration form. Remote student registrations received without a completed Remote Exam Site Form cannot be processed.
- An individual friend or colleague may not serve as your exam proctor; you may not serve as your own exam proctor.
- Final determination of whether a particular organization or proctor may serve as a remote exam site rests with the ALU Administration office.
- ALU exams may be written at remote exam sites in the U.S. and Canada only. All ALU students outside the U.S. or Canada may only write ALU exams at an insurance company site.

Remote students or prospective remote proctors who have questions about ALU exams or the remote exam site program are encouraged to contact:

Richard W. Schmidt
Academy of Life Underwriting
610 Perry Drive
West Chester, Pennsylvania 19380 USA

V: 610-429-2972
Email: registrar@alu-web.com
Website: www.alu-web.com



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-- Valid for the April 19, 2011 ALU examinations only --
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ALU Student

| | |
|---|------------------------|
| Name (First, Middle, Last or Family Name) | |
| Business Telephone | Business Email Address |

The Academy of Life Underwriting is a not-for-profit organization dedicated to providing education and development opportunities for life insurance underwriters in more than thirty countries worldwide. To that end, the Academy offers professional examinations and recognizes student accomplishments for thousands of ALU students each year as part of its educational activities. Most ALU students write their exams in their company offices. Some remote underwriters and unaffiliated students work far from a company office, and must arrange exam supervision from an organization and individual willing to serve as a Remote Exam Site and Exam Proctor.

The student named above is requesting that your organization serve as a Remote Exam Site for his or her ALU examination, and that you serve as Exam Proctor. As shown below, an exam proctor's responsibilities are straightforward, and will not require a significant time commitment on your part. There should be no cost to your organization. Any fee for this service is the student's responsibility.

- * ALU exams will be administered on Tuesday, April 19, 2011, from 9:00 AM to 12:00 Noon, local time. If your organization opens later than 9:00 AM on that day, we ask that you administer the exam as soon after opening as possible. Please inform the student of the exam time. Please arrange a quiet location for the student's exam.
- * About ten days prior to the exam date, you will receive an exam packet containing all exam materials and full instructions for exam administration. ALU exams are paper-and-pencil exams; no computer is required.
- * On exam day, simply follow the exam proctor's instructions and oversee the student's exam session.
- * Once the student is finished, simply return all exam materials to the ALU Administration Office in the pre-paid FedEx envelope.

If you are willing to serve as an ALU exam proctor, please accept our thanks in advance. Please complete the form below, sign where indicated, and return the form to the student. You may wish to keep a copy for your records.

If you have any questions about the Academy of Life Underwriting or the exam process, please contact:

Richard W. Schmidt
Academy of Life Underwriting
610 Perry Drive
West Chester, Pennsylvania 19380 USA

V: 610-429-2972
Email: registrar@alu-web.com
ALU Website: www.alu-web.com

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|---|-------------------------|---------|
| Proctor's Name | | |
| Organization Name | | |
| Street Address (Do Not Use Post Office Box Address) | | |
| City & State or Province | Postal Code | Country |
| Telephone | Proctor's Email Address | |

Proctor's Signature

Date