



NIGERIAN INSTITUTE OF MANAGEMENT

(Established in 1961 and Chartered by Act of National Assembly 2003)

PROFICIENCY CERTIFICATE IN MANAGEMENT EXAMINATION ENTRY FORM

Please read the instructions at the back of this form carefully, then complete, (typed or hand written) in capital letters and return to the Director of Corporate services, Nigerian Institute of Management, Plot 22, Idowu Taylor Street, Victoria Island, P. O. Box 2557, Lagos.

PASSPORT SIZE
PHOTOGRAPH

NAME

PERMANENT ADDRESS

POSTAL ADDRESS

E-MAIL GSM DIET

JUNE/DECEMBER

DELETE AS APPLICABLE

SUBJECTS REGISTERED FOR

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8.
Amount Paid N (Bank Draft Details)

EXAMINATION CENTRE

FOR OFFICIAL USE ONLY

PAYMENT RECEIPT NO. DATE

EXAMINATION NUMBER

SIGNATURE OF OFFICER MAKING ENTRY:

EXAMINATION ENTRY PERMIT

CANDIDATE'S NAME

EXAMINATION CENTRE

EXAMINATION NUMBER

SIGNATURE OF OFFICER MAKING ENTRY

PASSPORT SIZE
PHOTOGRAPH

REGISTRATION INSTRUCTIONS FOR CORPS MEMBERS FOR THE
NIM-NYSC STRATEGIC PARTNERSHIP (PCM) EXAMINATIONS

1. The examinations are in two stages and the courses available are:

Stage I	Stage II
Management Principle and Technique (SMPE 101)	Marketing Management (SMPE 201)
Communication for Managers (SMPE 102)	Financial Management (SMPE 202)
Corporate Law and NIM Act (SMPE 103)	Business Ethics and Social Responsibilities (SMPE 203)
Small Business Management (SMPE104)	Management Case Analysis (SMPE 204)

2. No exemption is granted for any of the courses.

3. Registration and Examination Forms should be properly completed. Candidates are advised to sit for Examinations at any of the centers nearest to their place of Primary Assignment in the state of deployment. The following should accompany your examination registration form:

- § Two Passport size photographs stuck to their appropriate places.
- § One self-addressed envelope with proper stamp value (Currently N50.00) attached.
- § Evidence of payment of Registration fee (First Bank Teller).

4. Payments in respect of NIM-NYSC Strategic Partnership Program are to be made ONLY into NIM Account No. 2432050011211 with First Bank of Nig. Plc. branches nationwide.

5. Specify what you are paying for on the teller.

The items include:

ü Registration Form	-	N500.00
ü Examination Fee	-	N2, 000.00
ü Administrative charges	-	N1, 000.00
ü Study Pack (N250.00 each for all 8 courses)	-	N2, 000.00

NB: DO NOT MAKE CASH PAYMENTS TO ANY PERSON, BOTH AT THE NIM HEADQUARTERS, ZONAL OFFICES OR THE CO-ORDINATING CENTRES. ONLY FORMS WITH ATTACHED TELLERS CAN BE SUBMITTED TO CO-ORDINATORS FOR ONWARD TRANSMISSION TO NIM HEADQUARTERS. ANY CASH TRANSACTION IS AT THE CANDIDATES' RISK. FAILURE TO COMPLY WITH THIS INSTRUCTION MIGHT DELAY PROCESSING OF YOUR FORMS.

PLEASE ATTACH YOUR ORIGINAL TELLERS AS PHOTOCOPIES OF TELLERS WILL NOT BE HONOURED BY OUR ACCOUNTS DEPARTMENT.

6. Re-sit candidates from the previous examination can rewrite failed courses immediately in the next diet.

Payment for re-sit candidates is as follows:

- N250 each for all failed courses.
- N500 Administrative charge if the failed courses are either from stage 1 OR 2 .
- N1, 000 Administrative charge if the failed courses are from both stage 1 AND 2.

7. Transfer Candidates can only be allowed to sit for the examination in another centre or state if they can tender an authentic letter of redeployment from NYSC Headquarters. Re-sit candidates should register at the nearest or most convenient centre to them. They must however, indicate their OLD EXAM NUMBER, and with the letters RE-SIT at the top of the Examination Entry Form.

8. Successful candidates in the NIM-NYSC Examination will be awarded the Proficiency Certificate in Management (PCM), which is an academic diploma. Examination results are posted on our website address No. www.managementnigeria.org

9. The PCM certificate qualifies the holder to be inducted as Graduate Member of the Nigerian Institute of Management, after payment of the Induction Fee (Discounted at 50% for Corps members) and other Membership dues.

For further inquiries, you can reach NIM Headquarters in Lagos on Tel. No. 01-2705939