

# Centre Withdrawal Procedure

1. CRMI must promptly notify the Chartered Insurance Institute (CII) in writing if it decides to withdraw from the accreditation including the reasons for withdrawal and specifying the effective date.
2. Effective date is determined based on the last day of active courses with registered learners.
3. All registered learners in active courses are not to be adversely affected by the center's withdrawal. This is done through ensuring continuity of the already ongoing courses either on premises, finding other premises or shifting to online mode shall the center decides to close its premises prior to effective date of centre withdrawal.
4. The withdrawal of license shall be communicated openly with learners explaining about the situation and reassuring them that their active courses will remain intact, and their exams are not to be affected with CII.
5. Learners shall be clarified any changes in course delivery, assessment, or schedule due to the withdrawal.
6. CRMI shall provide detailed instructions on next steps and be transparent about available options and any potential impact on learners.
7. After effective date and Centre withdrawal, all CII logos are to be removed as per the initial agreement.