

Congratulations

You Won an Exam Fee Waiver: A Guide to the Next Steps



Step 1

Get Started on soa.org

New to SOA? Visit soa.org and register as a new user.



Step 2

Know your deadlines

Stay updated on exam registration deadlines to avoid delays. Check the schedule here: [SOA Exam Schedule](#).



Step 3

Fill Out the Exam Fee Waiver Form

Received in Award Email:

Indicate which exam (P or FM) you plan to take this year.



Step 4

Complete Registration Form

After completing the exam fee waiver form, you will receive the specific exam registration form and exam prep course code from Saadiqa Akhtar (sakhtar@soa.org) or asiacustomerservice@soa.org within 5-7 business days.



Step 5

Submit the Exam Registration Form

Fill out the exam registration form and send it directly to SOA Customer Service (customerservice@soa.org). Please make sure to send registration form within the exam window listed on your form. Customer Service will handle your registration and provide further instructions for your exam.



Step 6

Utilize Your Free Exam Prep Course

Along with the exam fee waiver, you will receive a free code for the exam prep course. Follow the **instructions** provided to use the code and enhance your exam preparation. Please keep in mind that the exam prep code is good for 6 months after it has been applied.

Ensure you take full advantage of this opportunity by using the exam course 6 months before your exam date.



Step 7

Confirm Your Registration

Please check your email for a confirmation receipt. If you have not yet received a receipt with instructions on how to schedule your test or access your module, and the registration deadline is less than 5 days away, please email customerservice@soa.org to inquire about your status.



TIA Discount Code Information and How It Works:

The TIA discount code provides free access for our preliminary actuarial exam online courses. Once applied, the code is active for a period of 6 months. You can use the code to register on the TIA platform and access the courses. The code must be applied before 12/31/2025.



Exam Fee Waivers: Please note that all exam fee waivers expire one year after award date. Make sure to utilize your waiver before the expiration date to take advantage of this opportunity. Exam Fee Waivers are not refundable for cash value but are transferable to another candidate of your choice.

Exam Schedule: You can find the exam schedule and registration deadlines for upcoming SOA exams at the following link: [Exam Schedule | SOA](#)