

Luxembourg, 24 May 2016

**Ref: JT/CM/2016.076**

**Multinational Seminar  
"CAMFIN - Capital Markets and Financial Instruments Certificate"**

Part 1 : E-Learning Preparation Course: from selection until October 02, 2016

Part 2 : Instructor-Led Training: Luxembourg: 03-10 October 2016 (5,5 days)

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Dear Madam, Dear Sir,

The CAMFIN seminar has been offering for many years a great opportunity to bankers from ATTF pillar partner countries to deepen their knowledge in financial instruments and to benefit from the contact with Luxembourg bankers.

The House of Training, ATTF pillar (ATTF – [www.attf.lu](http://www.attf.lu)) is proud to inform that the Luxembourg Ministry of Finance mandated it again to implement this training programme, organised and developed by the House of Training Quality Circle in Capital Markets.

**This programme is divided into 2 parts:**

**PART 1: E-Learning preparation course "International Financial Markets"  
When will it take place?**

The E-learning course "International Financial Markets", which focuses on the fundamentals of financial products, is a **prerequisite** for the programme "CAMFIN level I".

It will be available shortly after the selection process. Indeed, participants will have access to the E-learning course on a 24/7 basis through the Internet for a period of 6 months. They will be able to log-on and log-off the course as many times as they would like.

The estimated duration for the E-Learning course is **approximately 10 hours**, which are divided into sessions of 30-40 minutes each.

The last chapter of the E-learning course is a test, which **participants are expected to pass** to confirm the knowledge that they acquired before the beginning of the part 2 (participants are allowed to retry the final test as often as they want).

**PART 2: Instructor-Led Training (ILT)  
When and where will the part 2 take place?**

The seminar will be held in Canach, Luxembourg **from 03 to 07 October 2016** (Arrival date: Sunday 02 October. Departure date: Monday 10 October in the afternoon or Tuesday 11 October if there are no flights available after 3pm on Monday).

The seminar will end with an exam on Monday morning.  
**All successful candidates will be granted a certificate of success.**

We send you herewith the programme description (organisation sheet & content) and application form.

**Who can apply? (Selection process)**

**Up to 15 participants** will be selected among applicants from the different invited countries. The selection will be made by the Ministry of Finance, the House of Training and its quality circle, according to the relevance of the participants' profile, which will have to correspond to the programme target group. The geographical criterion will NOT be considered. The participants are requested to have a **sound knowledge of English**, as the whole seminar will be held in this language with no translation.

**A basic knowledge of financial mathematics is an absolute prerequisite.**

We kindly encourage our selected participants to start studying as soon as they get their access code for e-learning by the end of August. Indeed, the total duration is approximatively 10 hours including the test. The sooner you will start, the best chances you get to take and pass it. It is possible to take it several times before passing it.

Grab this unique opportunity to become **CAMFIN Level I certified** and apply for this programme **NOW!** However, before applying, we strongly recommend you to verify if your profile matches the target group. If it does, you are kindly requested to fill in the attached application form and send it back to the House of Training official partner in your country (from whom the present invitation was received) **by 24 AUGUST 2016.**

The House of Training reserves the right to cancel the programme until September 05 (please do not confirm your flight ticket before that date)!

This seminar will be a unique opportunity for the participants to meet, exchange views and experience among themselves and with colleagues from Luxembourg-based banks. And for those who will get the CAMFIN Certificate, it will no doubt be a fantastic asset for their future career!

Do not hesitate to contact us for any further information.

Yours sincerely,



Claire Mozet  
Programme Coordinator



Josée Thyès  
Programme Manager