



HOUSE OF TRAINING



Luxembourg, May 23-31, 2016

CERTIFIED PRIVATE BANKER

FOUNDATION LEVEL COURSE

ORGANISATION SHEET

Objective	<p>Private Banking is one of the pillars of the Luxembourg financial centre and the ever growing complexity of this business requires that a private banker possesses a solid knowledge of the financial instruments and their use as investment vehicles.</p> <p>In order to provide this background, the House of Training, IFBL pillar has developed this foundation courses that allow participants to:</p> <ul style="list-style-type: none">- use financial instruments in investment portfolios- take investment decisions based on the aspects of risk and return- understand the concept of market efficiency in portfolio management- integrate efficient financial vehicles in investment solutions
Methodology	<p>For this programme, the House of Training, IFBL pillar has developed an innovative blended learning approach that combines the efficiency of E-Learning with the effectiveness of instructor-led training (ILT):</p> <p>Part 1: An E-learning course "International Financial Market" (maximum duration: 20 hours) with a <u>final written exam</u>.</p> <p><u>Participants are required to take this course and pass the test before the beginning of the second part</u></p> <p>Part 2: An instructor-led training (ILT) in Luxembourg. The ILT part of the programme is taught by industry experts, who effectively combine theory with practical examples, exercises and case studies.</p> <p>The training is ending with a <u>final written exam</u>.</p> <p>The theoretical aspects of the programme are based on the latest market standards, while examples, case studies and exercises are used to present and apply the material to realistic situations in private banking.</p>



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OF THE GRAND DUCHY OF LUXEMBOURG



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Target group	Young executives, junior traders, specialists and high potentials of commercial banks or other financial institutions with an interest in Asset Management, Private Banking, Investment Advisory, Relationship management, Risk management and Portfolio Management.
Assessment	Part 1: E-learning test = prerequisite for the participation in the Luxembourg course. Part 2 in Luxembourg: the participants will have their newly acquired knowledge validated through a written exam.
Experts	High-Level training experts, member of the House of Training-IFBL pillar Quality Circles in Private Banking, Financial Products and Risk Management
Language	English (without translation)
Participants	Maximum of 15 participants from the House of Training, ATTF pillar following partner countries: ➤ Armenia, Azerbaijan, Bosnia and Herzegovina, Bulgaria, Cape Verde, China, Croatia, Czech Republic, Egypt, El Salvador, Estonia, Georgia, Hungary, Kazakhstan, Kosovo, Latvia, Lebanon, Lithuania, Macedonia, Moldova, Mongolia, Montenegro, Poland, Romania, Russia, Serbia, Slovakia, Slovenia, Tunisia, Turkey, Ukraine, Vietnam and from the West African Monetary & Economic Union- selected by ICMA/House of Training according to the relevance of their applications. and other participants from Luxembourg-based banks.
Dates	From Monday 23 May to Tuesday 31 May 2016 (6.5 days) Arrival: Sunday 22 May Departure: Tuesday 31 May afternoon or Wednesday 1 June 2016



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CONTENT

The most essential financial products used in wealth management and the Private Banking industry will be reviewed: simple instruments (forex, money markets, bonds and equities) and complex or structured financial products (investment funds, hedge funds, derivatives, structured products). Risk management will be on the agenda as well. The international financial architecture of this programme will lead to the integration of these instruments in a global solution of portfolio management. Then, participants will have the opportunity to have a brief global overview of the total product offering corresponding to the needs complex Private Banking clients needs including fiscal planning, private equity, estate planning, family offices services and family governance.

E-LEARNING "International Financial Markets"

PART 1 :

The objective of this part is to provide the participants with a good understanding of financial markets, the financial instruments traded in them, the key players in financial markets and the activities that they perform.

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 instructor-led part will start where the E-learning finishes, therefore completing the E-learning course is **a prerequisite for the ILT part**.

The specific material that the E-learning course will cover is the following:

- Financial Markets
- Financial Instruments: Securities
- Financial Instruments: Derivatives and Investment Funds
- Market Activities
- Market Players
- Future Trends

The estimated duration for the E-learning course is approximately 10 hours, which are typically 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 beginning the ILT course. Participants are allowed to redo the course and to retry the test as often as they want.



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INSTRUCTOR-LED PART (Luxembourg, 23-31 May 2016)

PART 2 (ILT) in Luxembourg:

Day 1:

Major Financial Sport Markets

Equity
Debt
Foreign exchange
Commodities

Day 2:

Financial Derivatives

Forwards & Futures
Swaps
Options & Warrants

Day3:

Structured Products

Capital Guaranteed
Reverse convertibles

Day 4:

Introduction to portfolio management

Risk and return
Portfolio theory
Behavioural Finance
Portfolio management in practice
Performance and risk measures

Day 5:

Introduction to Risk Management in Private Banking

Defining private banking
Risk management in the private banking environment

Day 6:

Introduction to funds and hedge funds

Basic concepts: UCIs, NAV, legal framework
Hedge funds: definitions, pros and cons, strategies and risk
Operational issues

Day 7: Examination:

Written exam based on all covered topics during the Foundation course in Luxembourg.



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