

# **NATIONAL CERTIFICATE – FINANCIAL MARKETS & INSTRUMENTS (NQF LEVEL 6)**

**JOHANNESBURG - 2018**

**SAQA QUALIFICATION ID 50481**

The above qualification is presented by THE ACADEMY OF FINANCIAL MARKETS (AFM). It deals with applications and practical aspects of the financial services, markets, instruments and environment from a personal planning as well as an institutional point of view.



## **WHO SHOULD ATTEND?**

<ul style="list-style-type: none"> <li>• Wealth Management consultants and relationship managers</li> </ul>	<ul style="list-style-type: none"> <li>• Certified Financial Planners (CFP's), brokers, broker consultants and business development managers</li> </ul>
<ul style="list-style-type: none"> <li>• Private, personal and business bankers and transactional bankers</li> </ul>	<ul style="list-style-type: none"> <li>• Internal and external Audit</li> </ul>
<ul style="list-style-type: none"> <li>• Risk Managers</li> </ul>	<ul style="list-style-type: none"> <li>• Asset and portfolio Managers</li> </ul>
<ul style="list-style-type: none"> <li>• Finance and accounting staff</li> </ul>	<ul style="list-style-type: none"> <li>• Structured and Corporate Finance</li> </ul>
<ul style="list-style-type: none"> <li>• Legal consultants</li> </ul>	<ul style="list-style-type: none"> <li>• Individual investors</li> </ul>
<ul style="list-style-type: none"> <li>• Treasury staff (Front, middle and back-office)</li> </ul>	<ul style="list-style-type: none"> <li>• IT staff involved in financial institutions</li> </ul>

## **WHY SHOULD YOU ATTEND?**

This course has been presented to market participants and institutions since 1994 and is updated regularly. The following institutions benefited from AFM's training:

<i>ABSA</i>	<i>FNB</i>	<i>Standard Bank</i>
<i>Sanlam</i>	<i>Momentum/Metropolitan</i>	<i>Old Mutual</i>
<i>PricewaterhouseCoopers</i>	<i>KPMG</i>	<i>Ernst &amp; Young</i>
<i>South African Reserve Bank</i>	<i>Alexander Forbes</i>	<i>JSE</i>
<i>ENS (Edward Nathan Sonnenbergs)</i>	<i>Bell Dewar</i>	<i>FAIS Ombudsman</i>
<i>New York Institute of Finance</i>	<i>Kenya School of Monetary Studies</i>	<i>KAVAQ Institute - Dubai</i>

This course is approved by the FSB on Board Notice 135 of 2012 for all Categories, giving the learner a recognized qualification as required by the "fit & proper" requirements of FAIS.

This course consists of 12 face-to-face modules. Lectures are scheduled over a year, giving the learner ample time to absorb information in between lectures.

Successful learners will earn NQF (SAQA registered) credits for each unit-standard based module. Upon successful completion of all the modules, a minimum of 120 credits is earned and a National Certificate is awarded.

## MODULE TOPICS

There are two curricula, Investment Specialisation or Wealth Management Specialisation, of which a learner has to select one. Their outlines are below:



<u>Module number</u>	<u>Investment Focus – Topic</u>	<u>Proposed dates - 2018</u>	<u>Wealth Management Focus - Topic</u>	<u>Proposed dates - 2018</u>
1	Economic principles and the financial services	20 Feb	Economic principles and the financial services	20 Feb
2	Financial indicators and the financial markets	06 Mar	Financial indicators and the financial markets	06 Mar
3	Financing, loans and financial mathematics	27 Mar	Financing, loans and financial mathematics	27 Mar
4	The JSE and equities	23 Apr	Investment fundamentals: Equities, money and capital markets	24 Apr
5	Financial Statement analyses	15 May	Financial Statement analyses	15 May
6	Technical analyses	05 Jun	Technical analyses	05 Jun
7	The Money Market, Capital Market and instruments	25 Jun	Investment fundamentals: Offshore investments and derivatives	26 Jun
8	Derivative instruments	16 Jul	Insurance and retirement fundamentals	17 Jul
9	Foreign exchange and offshore investments	06 Aug	Wealth management and Estate Planning	07 Aug
10	Taxation fundamentals	28 Aug	Taxation fundamentals	28 Aug
11	Financial risk management & hedging	18 Sep	Financial risk management & hedging	18 Sep
12	CIS and Applications in the financial environment	09 Oct	CIS and Applications in the financial environment	09 Oct

The sessions are presented in a very practical way, using for example current newspaper information and simulated trading on the JSE.



## FORMAT OF THE COURSE

The course consists of:

- 12 **face-to-face modules**, with a text book and module notes in electronic format
- Evidence collection via written exams and written assignments.



Additional resources are provided on AFM's website in the form of facilitator slides, class examples, revision questions, etc. Learners also have access to the facilitator after a lecture.

## ADMISSION REQUIREMENTS

Applicants must have successfully completed an NQF level 5 (or higher) finance-related qualification such as a Degree, Certificate, Diploma or other relevant recognised professional qualification.



## VENUES

In addition to Johannesburg, public courses **may** also be presented in:



- Cape Town; and
- Durban

Registered students will be provided with a map & venue details.

## COST

The full course fee is **R20 995.61** excl. (R23 935 incl.) per person in 2018.



Note the above fees are applicable to our public courses. Please contact AFM for **in-house course fees**, i.e. for courses on the premises of your company.

A financial calculator is used during the course and the learner has to purchase his own preferred brand (AFM uses the HP 10BII).

## BOOKING & REGISTRATION PROCEDURES



The following registration procedure is applicable:

- Submit the completed application form (last page) to AFM. Make sure you:
  - Complete all the fields
  - Provide the necessary supporting documentation

AFM Contact details for applications
E-mail: <a href="mailto:liz@academyfm.co.za">liz@academyfm.co.za</a>
Tel: (011) 782-2868
Mail: P O Box 1213, Roosevelt Park, 2129

**The closing date for registration is 29 January 2018.**

- AFM will inform you in terms of success of your application, or otherwise.
- Once your application is accepted, AFM will forward you a pro-forma invoice to affect payment of the **full** course fee into the bank account of AFM.
- AFM requires the proof of payment on or before **2 February 2018** (use above AFM contact details to submit). On request, AFM will issue a VAT receipt after full payment was received.
- With this proof, your registration for this course is completed. Hereafter AFM will forward you the details of the venue and the administration requirements.

# BOOKING AND REGISTRATION FORM (JOHANNESBURG: N CERT NQF6 - 2018)



Students have to be registered on the **National Learner Record Database** in order for education to be recognised by the Acts. The **South African Qualifications Act** requires the following information to be submitted:

ID no: <b>Please attach ID copy to application form</b>	Title:
First names:	Last Name:
Nationality:	Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>
Home Language:	Marital status:
Equity status: Black: African <input type="checkbox"/> Black: Coloured <input type="checkbox"/> Black: Indian/Asian <input type="checkbox"/> White: <input type="checkbox"/> Other/Unknown: <input type="checkbox"/>	Disability status: None: <input type="checkbox"/> Physical: <input type="checkbox"/> Communication: <input type="checkbox"/> Sight: <input type="checkbox"/> Other (specify): <input type="checkbox"/>
Employer: Name:  <b>VAT no. (If applicable):</b>  <b>Entity to be invoiced:</b>  Department / business unit:	Employer address:   Postal code:  Position in company:
<b>Dietary requirements:</b>	Payroll no.:
Work phone no:	Cell no:
Primary e-mail address:  Second e-mail address:	Fax no:
Home address:   Postal code:	Postal address:   Postal code:
<b>Previous education (please supply certified copies):</b> <ul style="list-style-type: none"> <li>• School education:                      Level passed:                       School and year:</li> </ul>	<ul style="list-style-type: none"> <li>• Tertiary education:                      Highest qualification passed:                       Institution and year:</li> </ul>
Short CV and other relevant training completed (attach additional information):	

Compulsory:

## NATIONAL CERTIFICATE: FINANCIAL MARKETS (NQF 6)

Indicate choice of specialisation:

<b>Investment</b>	<b>Wealth Management</b>
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**NB!**

Please e-mail, fax or mail the completed **application form**, **copy of ID** and **supporting documentation** to the relevant contact detail as supplied above. **AFM reserves the right to discontinue any course due to insufficient interest. Also note that cancellation conditions & terms apply should you withdraw from the course. Contact AFM for more details on cancellations.**

I herewith apply to enter and agree with the conditions stipulated in this document:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_