

The ACSA Accredited Program

The industry standard in custody training

Financial Education Professionals and the Australian Custodial Services Association (ACSA) offer The ACSA Accredited Program, the industry standard in custody training. This program is designed to address the training and education needs of those working in custodial services and developing their careers within the industry.

Australian Custodial Services Association Limited

The Australian Custodial Services Association Limited is a company limited by guarantee and was set up to represent the interests of the custodial services industry in Australia. ACSA currently represents members holding securities totalling more than 1.3 trillion Australian dollars in custody and under administration. The custody industry employs in excess of 3,000 people.

ACSA's mission is to provide industry representation for member institutions, ensuring that professional and ethical relationships are maintained with all interested parties, particularly custody users, regulatory and legislative bodies, service providers and other industry associates.

Financial Education Professionals Pty Ltd

Financial Education Professionals is a specialist financial education and training company working in Custody, Investment Administration, Treasury, Investment Management, Corporate Finance, Banking and Compliance Education.

Benefits

- ✓ The ACSA Accredited Program provides **an accredited career path** for staff working in the custody industry.
- ✓ A commitment to staff training provides a more meaningful work environment and **improves recruitment and retention** of good staff.
- ✓ Professional and competent staff play an important role in **increasing customer satisfaction** as well as reducing errors and managing risk.
- ✓ Best practice means that **a well-qualified workforce** is a worthwhile investment.
- ✓ **Staff and employers can choose their exit points** to achieve either a Certificate or a Diploma.
- ✓ At Diploma level, staff and employers can choose the elective stream that **best suits their field of specialisation**.

The ACSA Accredited Program is structured as follows:

<p>FNS40107</p> <p><i>Certificate IV in Financial Services</i></p> <p><i>Complete both subjects</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Introduction to Financial Markets <input type="checkbox"/> Introduction to Custody 	<p>FNS50107</p> <p><i>Diploma of Financial Services</i></p> <p><i>Complete Core subject plus one Elective subject</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Compulsory Core: Core Custody Operations <input type="checkbox"/> Elective: Investment & Fund Accounting <input type="checkbox"/> Elective: Asset Valuation & Subject Pricing <input type="checkbox"/> Elective: Value-Added Services
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Please note that students must complete the above Certificate IV qualification to gain entry into the Diploma.

Features

- ✓ The program is designed, delivered and assessed by experienced industry practitioners.
- ✓ Each compulsory subject is delivered by 12 hours of interactive workshops. Each elective subject is undertaken as self-study.
- ✓ The program is delivered nationally.
- ✓ Assessments are conducted on completion of each subject.
- ✓ Participants completing the first two subjects receive their Certificate and may then proceed to the Diploma.
- ✓ The program is suitable for participants in custodial services and those servicing the industry including marketing, IT, call centres, legal and human resources professionals.
- ✓ Participants receive comprehensive course materials, workshop handouts and practice exam questions.
- ✓ The program content and structure reflects the full value chain within custodial services.

Presentation

All compulsory subjects are delivered via workshop on a shared or in-house basis. Shared programs are delivered in the training facilities of one of the ACSA member organisations, on a rotational basis. The elective subjects for the Diploma are undertaken as self-study subjects.

Assessment

There are two types of assessment:

- Formal closed-book examination: Each subject has one sixty-minute, closed-book multiple-choice examination. Participants must achieve 70% for successful completion. Sample examination questions are provided at workshops.
- Workplace assessment: Participants in the Certificate and Diploma are required to complete a workplace (portfolio) assessment, which will assess skills relevant to the course.

Detailed information on assessment is provided at the commencement of each subject.

Timeline

Staff employed full-time can comfortably complete the Certificate IV within 6 months of registration and the Diploma within 18 months of registration. However, those wishing to accelerate their learning will have the opportunity to fast-track completion with Financial Education Professionals' flexible assessment schedule or Recognition of Prior Learning¹.

Fees per subject (excl. GST)

Fees to 31 March 2011

<input type="checkbox"/> <i>Certificate IV in Financial Services (Custody)</i>	Per person per subject	\$1,045
<input type="checkbox"/> <i>Diploma of Financial Services (Custody)</i>	Per person (Core subject)	\$1,045
	Per person (per Elective subject)	\$995

Fees from 1 April 2011 to 30 June 2012

<input type="checkbox"/> <i>Certificate IV in Financial Services (Custody)</i>	Per person per subject	\$1,095
<input type="checkbox"/> <i>Diploma of Financial Services (Custody)</i>	Per person (Core subject)	\$1,095
	Per person (per Elective subject)	\$995

For further information

Financial Education Professionals

Address: Level 8, 20 Loftus Street - Sydney NSW 2000

Tel: +61 2 9252 7437

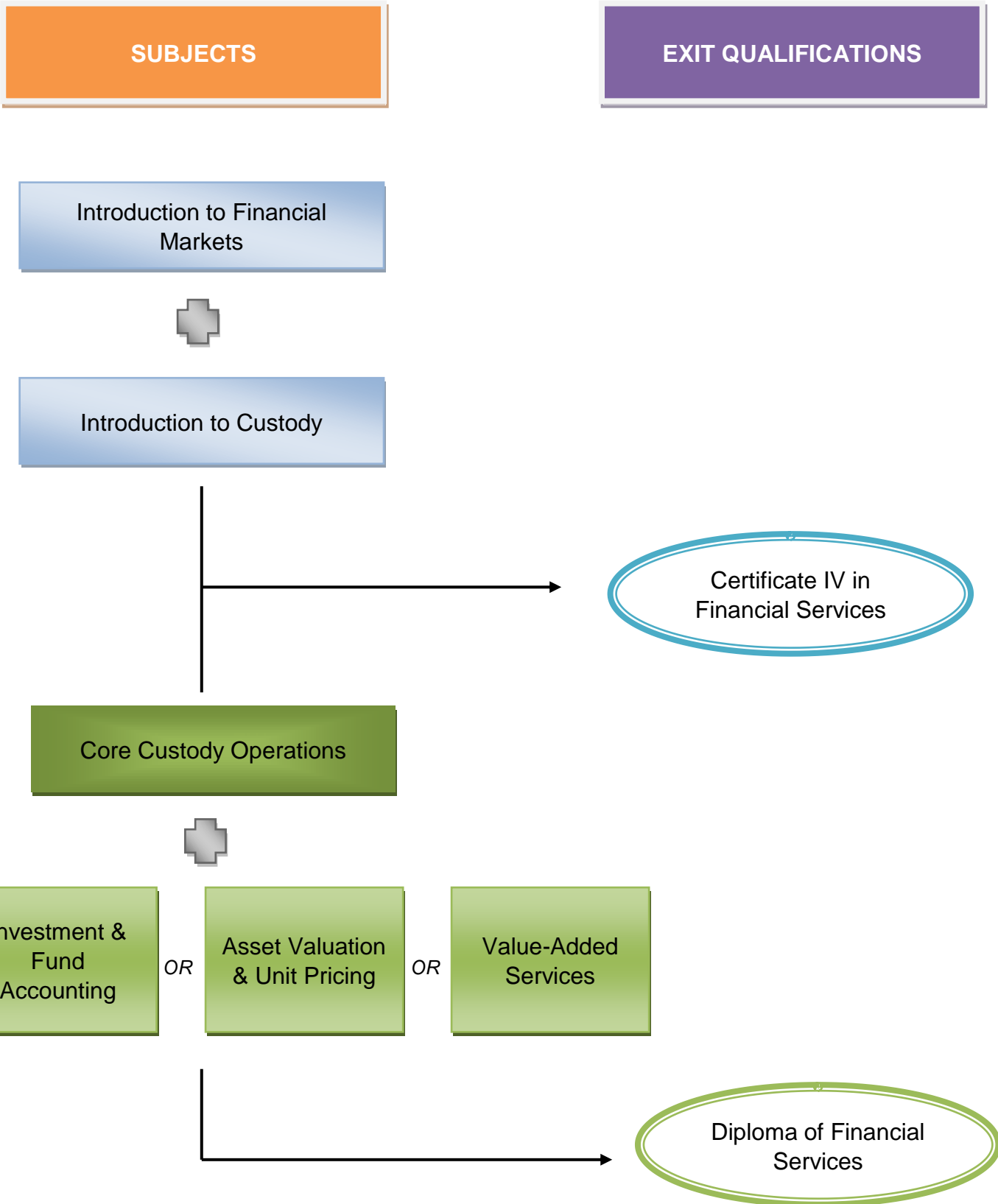
Email: enquiries@financialeducation.com.au

Website: www.financialeducation.com.au

or: www.custodial.org.au

¹ For details regarding Recognition of Prior Learning and fees, please contact our office.

Appendix 1: The ACSA Accredited Program



Appendix 2: Subject Outlines - The ACSA Accredited Program

<i>Certificate IV in Financial Services (Custody)</i>	
<p>Introduction to Financial Markets</p> <ul style="list-style-type: none"> <input type="checkbox"/> Economic environment <input type="checkbox"/> Participants in the financial services industry <input type="checkbox"/> Securities <input type="checkbox"/> Derivatives <input type="checkbox"/> Financial products <input type="checkbox"/> Managed funds <input type="checkbox"/> Taxation <input type="checkbox"/> Regulation 	<p>Introduction to Custody</p> <ul style="list-style-type: none"> <input type="checkbox"/> Custody in the financial services industry <input type="checkbox"/> Custodians and their clients <input type="checkbox"/> What custodians do <input type="checkbox"/> Funds and fund structures <input type="checkbox"/> Role of custodians in investment transactions <input type="checkbox"/> Risk management & regulation <input type="checkbox"/> Glossary
<i>Diploma of Financial Services (Custody)</i>	
<p>Core Custody Operations (mandatory subject)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Core custody operations: an introduction <input type="checkbox"/> Clearing and settlement <input type="checkbox"/> Corporate actions <input type="checkbox"/> Compliance <input type="checkbox"/> Risk management <input type="checkbox"/> Client relationship management <input type="checkbox"/> Asset valuations: an introduction <input type="checkbox"/> Taxation of investments: an introduction <input type="checkbox"/> Messaging Systems <input type="checkbox"/> Other core custody processes 	<p>Investment & Fund Accounting (elective subject)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Investment accounting principles <input type="checkbox"/> Fund accounting <input type="checkbox"/> Accounting for fund taxation <input type="checkbox"/> Reporting <p>Asset Valuation & Subject Pricing (elective subject)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Asset valuations <input type="checkbox"/> Subject pricing <input type="checkbox"/> Subject registry <p>Value-Added Services (elective subject)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Securities lending and borrowing <input type="checkbox"/> Performance analytics <input type="checkbox"/> Mandate monitoring and compliance <input type="checkbox"/> Treasury, liquidity, cash services and foreign exchange

Supporters of The ACSA Accredited Program



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SECURITIES SERVICES



Northern Trust



STATE STREET



J.P.Morgan